



SRI KRISHNA DEGREE COLLEGE

ITI LAYOUT, BANGALORE-560085, AFFILIATED TO BENGALURU CITY UNIVERSITY

ACCREDITED BY NAAC WITH "B" GRADE



PROCEEDINGS OF THE IQAC MEETING HELD ON 11/07/2019 AT 2:00 PM AT SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85

Agenda:-

- Formation of Committees for the Academic year 2019-20
- Review of faculty development Activities
- Best Practices to be adopted for the Academic Year

Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
Mrs Bharthi	Finance Officer	Finance Officer
Mrs Babita	Director- Ajit Glafa India Pvt Ltd	Industry Representative
Dr Manjula Prasad	HOD BCA	Member & criteria-1 incharge
Jagath Jayaram	Student Council Member	Student Council Member
Manoj	Student Council Member	Student Council Member
Bhoomiks S	Student Council Member	Student Council Member
Mr Venugopal	Alumni Representative	Alumni Representative
Mr Ravi.N	HOD BCOM	Member & criteria-2 incharge
Mrs Sushmitha	Senior faculty BCA dept	Member & criteria-3 incharge
Mrs Sowmya	Senior faculty dept of commerce & mgmt	Member & criteria-4 incharge
Mrs Hamsaveni	Senior faculty dept of commerce & mgmt.	Member & criteria-5 incharge
Ms Suma	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
Mrs. Kavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge

IQAC Director/coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:

Formation of Committees for the Academic year 2019-20

1. IQAC Chairman Informed all the Criterion in-charge to provide updated information about the committee's constitution for the year 2019-20 in 7 days.
2. Chairman informed that all criterion in Charges arranges to conduct below mentioned activities through respective committees.
 - To continue Value added courses.
 - Plan for Industrial visit/Internship for students
 - To collect feedback on curriculum from all stockholders, analyse and submit report with recommendation through IQAC.
 - To follow University guidelines for conducting of internal examinations and university exam.
 - To conduct Student Satisfaction Survey on overall performance of the college, and to submit analysis report in next meeting so as to take necessary steps for quality improvement aspects in the institution.
 - To conduct IPR activities.
 - To Collect proposal from faculties those to attend State, National, Inter- National and local level - Conferences Workshops, Seminars, and Training Programs.
 - To Conduct Extension Activities in coordination with NSS, Government, NGO's and other Organizations. Involve maximum number of students these activities. Special emphasis to be given on activity related to Swatch Bharath, Gender Equity, and Environmental Activities.
 - Finance committee is Instructed to Allocate sufficient Budget for all activities including Infrastructure, Academic Support Activities, E- Governance, Library, Sports, Cultural, Faculty and Student Welfare schemes, Green Initiatives, Incubation Centre and some of the special training programs as per the request of committee Chair-Persons and HOD'S.

- To Conduct National Festivals / Birth and Death Ceremonies of National Leaders.
- To conduct capability enhancement, Alumni and placement activities.

Agenda 2:

Review of Faculty Development /Welfare Activities

Following are the Faculty Welfare Activities being implemented in the institution **Welfare schemes provided for Teaching Staff**

- ❖ Group insurance LIC scheme for all teaching staff.
- ❖ For faculties attending National and International Conferences expenses are sanctioned by the institution.
- ❖ Sponsored trainings are provided for both Teaching and Non-Teaching staff for various workshops / FDP/Seminars/ Conferences and the expenses are borne by the institution.
- ❖ Staff are encouraged for self-development and higher education by providing seed money and OODs
- ❖ Incentives are provided to the staff for motivating students for achieving excellence in results
- ❖ Fee Concession is provided for wards of the staff studying in the college.
- ❖ Staff can avail vacation leave , 12 days casual leave .
- ❖ Faculties guiding student projects are paid with Project Guidance Fees
- ❖ Teachers Day celebration An Unique practice of the college to acknowledge the services of each and every teaching staff on teachers day. Teaching staff of Sri Krishna Degree college are called under one roof.
- ❖ Employees' completing 5 years of service are felicitated with cash prize and certificate
- ❖ Every staff is given with Monthly planner and calendar
- ❖ Laptop facility Facility to teachers based on their role and position.
- ❖ Blazers are provided to teaching staff
- ❖ Staff are allowed to use college ICT facilities for their research work.
- ❖ Free Uniforms are provided for housekeeping Staff

IQAC Chairman ascertained from committee members whether any other support activities for faculty to be initiated as per the feedback received from faculties and informed the members to come with suggestions during next meetings.

AGENDA 3:

Best Practices to be adopted for the Academic Year

It was decided to implement the below Best Practices for the Current Academic Year

- **Endorsement of Patriotism**
- **To Intensify Quality Improvement Program**

IQAC Chairman informed about to introduce Gandhi study centre, Ambedkar Study centre.

IQAC Chairman also stressed upon faculties on following points for quality improvement in the institution.

- Faculties to involve in in evaluation and question paper setting work of university
- Faculties to publish more number of publications in UGC notified journal.

Meeting Concluded with vote of thanks by IQAC Coordinator

Date: 11/07/2019

D. S. S. S.
11/07/2019
- IQAC Co-ordinator
SRI KRISHNA DEGREE COLLEGE
2 (P), ITI Layout, BSK 3rd Stage,
BANGALORE - 560 085.

S. N. S. S. S.
11/07/2019
IQAC Chairman
SRI KRISHNA DEGREE COLLEGE
2 (P), ITI Layout, BSK 3rd Stage,
BANGALORE - 560 085.

PROCEEDINGS OF THE IQAC 2nd MEETING HELD ON 14/10/2019 AT 2:00 PM AT SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85

AGENDA

1. Review of Research and Extension Activities
2. Review of student support and progression
3. Review on action taken on the proceedings of previous meeting

Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
Mrs Bharthi	Finance Officer	Finance Officer
Mrs Babita	Director- Ajit Glafa India Pvt Ltd	Industry Representative
Dr Manjula Prasad	HOD BCA	Member & criteria-1 incharge
Jagath Jayaram	Student Council Member	Student Council Member
Manoj	Student Council Member	Student Council Member
Bhoomiks S	Student Council Member	Student Council Member
Mr Venugopal	Alumni Representative	Alumni Representative
Mr Ravi.N	HOD BCOM	Member & criteria-2 incharge
Mrs Sushmitha	Senior faculty BCA dept	Member & criteria-3 incharge
Mrs Sowmya	Senior faculty dept of commerce & mgmt	Member & criteria-4 incharge
Mrs Hamsaveni	Senior faculty dept of commerce & mgmt	Member & criteria-5 incharge
Ms Suma	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
Mrs. Kavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge

IQAC coordinator welcomed the Chairman and members of IQAC.

Agenda wise review conducted by the Chairman.

Agenda 1:

Review of Research and Extension Activities

- Cauvery calling awareness campaign by NSS
- Drive to collect fund and relief materials for flood hit areas by NSS
- During the year it is plan to conduct Workshops/Seminars .
- The criterion in charge inform the committee during the year it is planned to Conduct extension and outreach programmes by involving more number of students

IQAC Chairman informed the members concerned to strictly adhered to the schedule planned under Collaborative, Linkages and MoUs. The Chairman thanked all the members regarding the activities conducted and informed them to maintain records of all these activities in the format required by NAAC

AGENDA 2:

Review of student support and progression

- Application for BC department , Application for social welfare department received for scholarship from students.
- IQAC Chairperson informed the committee chairperson to invite more number of companies for on campus interview
- It was decided to conduct alumni meet in the month of February 2020.
- , Independence Day, Kannada Rajyotsava, Youth Day
Republic Day, Induction Program for PG.

Agenda 3:

Review on action taken on the proceedings of previous meeting

Criterion 1-

- ❖ Value added courses implemented in PG Department, Feedback was collected from all the stakeholders and analysed.

Criterion-2-

- ❖ Mentor mentee Orders issued, slow and advanced learners identified.
- ❖ Informed the committee out of total 380 seats sanctioned 253 students admitted in the institution Academic year 2019-20.

Criterion-3-

- ❖ In the first quarter IPR activity Seminar has been conducted.
- ❖ Extension activities conducted by NSS Drive to collect fund and relief materials for flood hit areas by NSS, Drive to collect fund and relief materials for flood hit areas by NSS and Cleaning Sri Kanteshwara Park which adopted by SKDC

- ❖ Under linkage & collaborative program 65 students completed Internship and 10 faculties co-ordinated, 30 students submitted Dissertation, 63 students completed Project work and 92 students participated in Industrial visits.
- ❖ MOU's signed with 5 agencies.

Criterion-4-

- ❖ Criterion in-charge brought to the notice of the committee during the year Rs 10500000 lakhs budget allocated for infrastructure augmentation.
- ❖ During the year 05 laptops, 200 Reference books purchased.

Criterion-5

- ❖ 5 Capability enhancement program were conducted during the first quarter.
- ❖ It is planning to conduct 2 to 3 alumni meeting during the academic year

Criterion-6

- ❖ For faculties attending National and International Conferences expenses are sanctioned by the institution for the year 2019-20
- ❖ Sponsored trainings are provided for both Teaching and Non-Teaching staff for various workshops / FDP/Seminars/ Conferences and the expenses are borne by the institution.

Criterion-7

- ❖ 2 Programs on gender equity conducted
- ❖ 7 programs conducted on eco-friendly campus

Meeting concluded with vote of thanks by IQAC Director/coordinator

Date: 14/10/2019

Deepa 14/10/2019
 IQAC Co-ordinator
 SRI KRISHNA DEGREE COLLEGE
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Dr. N. Uthakumar
 IQAC Chairman 14/10/2019
 SRI KRISHNA DEGREE COLLEGE
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PROCEEDINGS OF INTERNAL QUALITY ASSURANCE CELL

PROCEEDINGS OF THE IQAC 3rd MEETING HELD ON 20/01/2020 AT 2:00 PM AT SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85

Agenda:

1. Review of Action taken on Proceedings of Previous meetings.
2. Instructed to prepare for ISO Certification which was scheduled in the Month of February 2020
3. To Focus on Improving Teaching learning skills of the faculties

Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
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Ms Suma	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
Mrs. Kavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge

Agenda :1

Review of Action taken on Proceedings of Previous meetings.

- Criterion wise committee members explained activities conducted by respective committee members.

- 2 Add-on Certified and 3 value added program conducted
- Workshop on IPR conducted by IPR cell
- Committee noticed that the institution had collaboration with 7 organisations for Internship, project.
- Criteria 6 incharge presented before the committee during the quarter 13 faculties attended FDP .
- Criteria -7 in charge explained regarding 1 program organised by institution on Gender Issues.
- Chairman of the committee informed all the committee members to conduct more activities.

Agenda-2

Instructed to prepare for ISO Certification which was scheduled in the Month of February 2020

- Discussed regarding preparation for ISO certification.
- Instructed all the Department and committees to get ready with the required documents.

Agenda -3

To Focus on Improving Teaching learning skills of the faculties

IQAC Chairman advised all committee members and criterion in charges about improving teaching learning enhancement activities. All the Criterion In-charges are agreed to conduct various Faculty Development Programs involving HOD's.

Meeting concluded with vote of thanks by IQAC Director/ Coordinator.

20/01/2020

Devi 20/01/2020
 - IQAC Co-ordinator
 SRI KRISHNA DEGREE COLLEGE
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Dr. N. Usha Kumari 20/01/2020
 IQAC Chairman
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**PROCEEDINGS OF THE IQAC 4th MEETING HELD ON 09/04/2020 AT
2:00 PM ONLINE MEETING THROUGH GOOGLE MEET
SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85**

Agenda:-

- Best practice as Use of Online teaching Platform
- Proposal to conduct E-Quiz, Webinar online due to Covid 19 pandemic, Lockdown.

Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
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Ms Suma	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
Mrs. Kavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge

IQAC Director/coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:

Best practice as Use of Online teaching Platform

Following Resolutions were made:

The departments and Committees suggested implementing the following:

1. To conduct online Virtual classes by using Google Meet as the college got G-suite Permission.
2. Instructed all lecturers to prepare the PDF and PPT along with audio, video for uploading on Google Classroom, YouTube and Gmail, there by generating the information needed for the relevant classes and sharing the same to students. Students go through assignments which are given through the Google Classroom and write the correct answers and upload them to Google Classes.
3. Examination Committee decided to Conduct Second Internals Online . By uploading Question paper in Google classroom.

Agenda 2:

Proposal to conduct E-Quiz, Webinar online due to Covid 19 pandemic, Lockdown

Following department was had a proposal and tentative dates to conduct E-Quiz, Webinar , FDP,online

1. Proposal to conduct Online E-Quiz by department of Physical Education and Sports 30-06-2020.
2. National level webinar on Employability Skills To succeed in a Post Pandemic on 27-06-2020
3. Online E-Quiz 2020 - On Library & Information Science on 26-06-2020
4. Kannada Webinar on the topic Khanda Kavyagalalli Mahila Pradhanyate on 29th June 2020
5. Hindi literature Quiz on 27/06/2020
6. Grammar E-Quiz-on 25/06/2020

7. E-Quiz on Principles and Practice of Auditing & practices on 25/06/2020
8. Online FDP Program on Robotics and Process Automation in Accounting and Finance on 12-06-2020

Meeting concluded with vote of thanks by IQAC Director/ Coordinator.

09/04/2020

Deet 09/04/2020
IQAC Co-ordinator
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S. N. Usha Kumari
IQAC Chairman 09/04/2020
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