

BHANDARKARS' ARTS AND SCIENCE COLLEGE

KUNDAPUR – 576201

INTERNAL QUALITY ASSURANCE CELL

The meeting of the Internal Quality Assurance Cell will be held on 12-07-2019 at 4.00PM in the Board Room. All the members of IQAC are requested to attend the meeting.

Agenda of the Meeting:

1. Action plan for the year 2019-20.
2. Preparation and submission of 2018-19 AQAR report.
3. Planning of curricular activities for the year 2019-20
 - Internal Assessment Examination
 - End semester examination
 - Strategies to deal with student absenteeism
 - Orientation programs
 - Result analysis
 - Cumulative Record system
 - Measure to improve the performance of slow learners
 - Seminars/Workshops
4. Collecting online feedback from students.
5. Formation of clubs and Associations.
6. Preparation of student hand book and calendar.
7. Scheduling of Co-curricular activities.
8. Placement activities of the college.
9. Any other matter with the permission of the chair.

Members present:

- Principal
- Members of the IQAC
- IQAC coordinator
- Members of the Sub-committees / Academic & Administrative Action-plan Committee



Minutes of the meeting:

1. The coordinator welcomed all the members of the IQAC.
2. Preparation for the preparation and submission of 2018-19 AQAR report.
3. The committee discussed different aspects related to curricular, co-curricular and extracurricular activities in the Action plan for the year 2019-20 and issues related to implementation.
4. It was decided to set up various committees headed by coordinators to ensure effective implementation of activities planned.
5. To collect online students feedback and online tests where ever possible.
6. It was resolved to form various clubs namely Arts, Science and Commerce clubs for student's activities.
7. It was decided to conduct seminar/workshop/training programme for students to strengthen the placement activities of the college.
8. The meeting ended with thanks to the chair.

ACTION TAKEN REPORT

Recommendations	Action Taken	Remarks
All the departments/clubs are required to submit the departmental activity plans in the prescribed format both as hard copy and soft copy.	done	The departments should ensure the implementation of the same
The departments are required to update the departmental profiles for AQAR preparation.	done	Meetings at the team level may be held
The result analysis should be done in the	The work has started	Progress is seen



prescribed format by the respective departments		
The IT cell Instructed to prepare online feedback and exam platforms	The work has started	Progress is seen

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INTERNAL QUALITY ASSURANCE CELL

IQAC meeting with staff members

Agenda of the meeting:

1. Interaction with the staff members.
2. Any other matter with the permission of the chair.

Members present:

- Principal
- Members of the IQAC
- IQAC Coordinator
- Staff Members

Minutes of the Meeting:

1. The chairman welcomed the members of IQAC.
2. There was an active interaction between the members of IQAC committee and staff members. Many of the staff members candidly expressed their opinions. The discussion was mainly with regard to infrastructural problems faced in their respective departments and also in the college. The trust representative present in the meeting assured the staff members to improve the infrastructural facilities in the college.
3. There was a thorough discussion regarding AQAR preparation for NAAC.
4. The coordinator of IQAC proposed the vote of thanks.

INTERNAL QUALITY ASSURANCE CELL

NOTICE

Date 12/10/2019

A meeting of the members of the IQAC is convened on 12/10/2019 at 4.00 PM at the Board Room.

Agenda

- Approval for the proceedings of previous meeting:
- Preparation of AQAR 2018-19
- Criterion wise data collection and feed back analysis.
- Any other matter with the permission of the chair.

You are kindly requested to attend.

K. Shashidhar

Member Secretary/Coordinator

To:

(Signature)
Chairman/Principal
PRINCIPAL
Bhandarkars' Arts & Science College
Kundapura, Udupi Dist.,-576 201

1. Dr. H. Shantaram, Administrative officer,
2. Sri Rajendra Tholar, Trustee.
3. Sri Raghuveer, Department of Commerce.
4. Dr M.B.Nataraj, Department of Zoology.
5. Sri K Gopal, Department of History.
6. Sri Sathyanarayana, Department of Chemistry.
7. Dr Vijayakumar K M, Department of zoology.
8. Dr Yashavanthi K, Department of Sanskrit.
9. Sri Ganesh K., Department of Computer Science.
10. Ms Archana Aravind. Department of Business Administration.
11. Sri Ananda, Librarian.
12. Smt. Shobha, Office Superintendent.
13. Sri Gopal FDA.
14. Sri U.S. Shenoy Senior Journalist and Alumni.
15. Mrs. Lona Lewis, President Parent-Teacher Association.
16. Sri Ranjith Kumar Shetty, Secretary, Old Students' Association.



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INTERNAL QUALITY ASSURANCE CELL

A meeting of the members of the IQAC is convened on 25-09-2019 at 4.00 PM at the Board Room.

Agenda

- Approval for the proceedings of previous meeting:
- Preparation of AQAR 2018-19
- Criterion wise data collection and feedback analysis.
- Any other matter with the permission of the chair.

Members present:

- Principal
- Members of the IQAC
- IQAC Coordinator
- Members of the Sub-committees / Academic & Administrative Action-plan Committee

Minutes of the Meeting:

- The chairman welcomed the members of IQAC.
- Criterion wise teams may be formed to collect and amalgamate the data according to the Criterion
- A format for data capture may be prepared and distributed to all the H.O.Ds' to collect and record the data of all the departmental activities, student achievements, staff achievements etc.
- The coordinator of IQAC proposed the vote of thanks.



ACTION TAKEN REPORT

Recommendations	Action Taken	Remarks
A format for data capture maybe prepared and distributed to all the HODs' to collect and record the data of all the departmental activities, student achievements, staff achievements etc.	done	The departments should maintain the same
Criterion wise teams may be formed to collect and amalgamate the data according to the Criterion	done	Meetings at the team level may be held

INTERNAL QUALITY ASSURANCE CELL

NOTICE

Date 18/12/2020

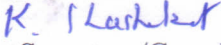
A meeting of the members of the IQAC is convened on 18/12/2020 at 4.00 PM at the Board

Room.

Agenda

- Approval for the proceedings of previous meeting:
- Result Analysis
- Submission of AQAR 2018-19
- Any other matter with the permission of the chair.

You are kindly requested to attend.


Member Secretary/Coordinator

To:


Chairman/Principal
PRINCIPAL
Bhandarkars' Arts & Science College
Kundapura, Udupi Dist.,-576 201

1. Dr. H. Shantaram, Administrative officer,
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7. Dr Vijayakumar K M, Department of zoology.
8. Dr Yashavanthi K , Department of Sanskrit.
9. Sri Ganesh K., Department of Computer Science.
10. Ms Archana Aravind. Department of Business Administration.
11. Sri Ananda, Librarian.
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13. Sri Gopal FDA.
14. Sri U.S. Shenoy, Senior Journalist and Alumni.
15. Mrs. Lona Lewis, President Parent-Teacher Association.
16. Sri Ranjith Kumar Shetty, Secretary, Old Students' Association.

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INTERNAL QUALITY ASSURANCE CELL

A meeting of the members of the IQAC is convened on 29-09-2020 at 4.00 PM at the Board Room.

Agenda

- Approval for the proceedings of previous meeting:
- Result Analysis
- Submission of AQAR 2018-19
- Any other matter with the permission of the chair.

**Members present:**

- Principal
- Members of the IQAC
- IQAC Coordinator
- Members of the Sub-committees / Academic & Administrative Action-plan Committee

Minutes of the Meeting:

- The chairman welcomed the members of IQAC.
- The Result of odd semester of various subject are analysed and suggestion are provided to improve the result.
- Special attention to be given to be slow learner and more guidance to final year students.
- AQAR for 2018-19 is approved by the committee for submission
- The coordinator of IQAC proposed the vote of thanks.

ACTION TAKEN REPORT

Recommendations	Action Taken	Remarks
All the departments required to ensure the implementation of activities for slow learner and special guidance to final year students	done	The departments should ensure the implementation of the same
The result analysis should be done in the prescribed format of odd semester by the respective departments	done	Progress seen
AQAR is submission	done	Updated in time

K. Shashikant

Coordinator IQAC


Principal
PRINCIPAL

Bhandarkars' Arts & Science College
Kundapura, Udupi Dist.,-576 201