



INTERNAL QUALITY ASSURANCE CELL

Date: 26th April 2018

MEETING NOTICE

A meeting of IQAC members is convened on 4th May, 2018 at 4.00 pm in the IQAC office.
All IQAC members are requested to attend the meeting.


1st Meeting

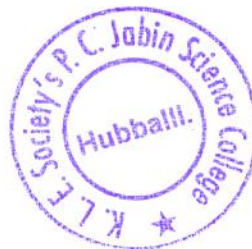
Date: 04/05/2018

Agenda:

1. To Read and confirm the minutes of previous meeting held on 16th March 2018
2. To discuss admission policies and committee for the admission for academic year 2018-19
3. Strategy to organize student orientation programme.
4. To form new IQAC composition.
5. To constitute various committees for smooth functioning of the college activities.
6. Strategy to conduct Placement training programmes for the academic year 2018-19
7. Initiation to introduce digital evaluation for all UG & PG program
8. Any other matter with the permission of chair.


IQAC Coordinator
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Principal
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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No: 1
Members present: 12

Date: 04/05/2018

Time: 4.00pm
Venue: IQAC

The first meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 4th May, 2018. The meeting was chaired by Dr. S. V. Hiremath, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Smt. Uma Nerle V. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 16th March 2018.

Resolution:

The minutes and action taken report of the last meeting held on 16th March 2018 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 16th March 2018

Agenda 2:

To discuss academic calendar of events for the even semester of the academic year 2017-18

Resolution:

It is resolved to prepare even semester academic calendar of events for the academic year 2017-18 before commencement of semester.

Action Taken:

Even semester academic calendar of events was prepared for the year 2017-18 by collecting calendar events from all departments and the same was uploaded in college website.

Agenda 3:

Initiation to organize graduation day for passed out students of 2016.

Resolution:


It is resolved to organize graduation day for passed out students of 2016 in the month of April.

Action taken:

The Committee approved the date for 7th graduation day as on 7th April 2018 for the passed-out students of 2016. As per the scheduled date Graduation day was conducted.


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Agenda 4:

Initiations to organize Alumni meet for the year 2017-18

Resolution:

It is resolved to organize Alumni meet for the year 2017-18 in the month of April.

Action taken:

Alumni meet was conducted on 8th April 2018

Agenda 5:

To design feedback format for alumni on curriculum and infrastructure

Resolution:

It is resolved to prepare structured feedback for alumni on curriculum and infrastructure

Action taken:

Structured feedback format were prepared alumni on curriculum and infrastructure was prepared and feedback was taken during alumni meet.

Agenda 6:

Any other matter with the permission of chair

Resolution:

No matter was discussed.

Proceedings of the present IQAC meeting

Agenda 2:

To discuss admission policies and committee for the admission for academic year 2018-19

Resolution:

It is resolved to form policies and committee for admission for the academic year 2018-19

Agenda 3:

Strategy to organize student orientation programme

Resolution:

It was resolved to organize orientation program in the month of June 2018 for BCA students and in the month of July 2018 for B.Sc. Students.

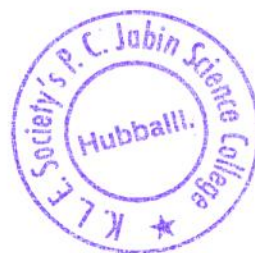
Agenda 4:


To form new IQAC composition

Resolution:

It is resolved to constitute new IQAC composition


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Agenda 5:

To constitute various committees for smooth functioning of the college activities

Resolution:

It was resolved to constitute committees for smooth functioning of the college activities.

Agenda 6:

Strategy to conduct Placement training programmes for the academic year 2018-19

Resolution:

It is resolved to inaugurate placement activities for the academic year 2018-19 in the month of August, 2018 by conducting placement enrollment week.

Agenda 7:

Initiation to introduce digital evaluation for all UG & PG program

Resolution:

It is resolved to make necessary arrangements to introduce digital evaluation for all UG & PG program from the academic year 2018-19.

Agenda 8:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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INTERNAL QUALITY ASSURANCE CELL

Date: 1st September, 2018

MEETING NOTICE

A meeting of IQAC members is convened on 8th September, 2018 at 4.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.


2nd Meeting

Date: 08/09/2018

Agenda:

1. To read and confirm the minutes of previous meeting held on 4th May, 2018
2. Discussion on student feedback on faculty performance.
3. To conduct workshop and seminars for students and faculty on professional ethics.
4. To organize parents meet for odd semester students
5. Any other matter with permission of chair.


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No: 2
Members present: 12

Date: 08/09/2018

Time: 4.00pm
Venue: IQAC

The Second meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 8th September, 2018. The meeting was chaired by Dr. S. V. Hiremath, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Smt. Uma Nerle V. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 4th May, 2018.

Resolution:

The minutes and action taken report of the last meeting held on 4th May, 2018 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 4th May, 2018

Agenda 2:

To discuss admission policies and committee for the admission for academic year 2018-19

Resolution:

It is resolved to form policies and committee for admission for the academic year 2018-19

Action taken:

- Admission policy was made and committee for the admission for academic year 2018-19 was constituted.
- Admission policies formulated as follows:
 - Counselling the students and parents for different subject combinations.
 - Verification of Documents and fee challan was issued.

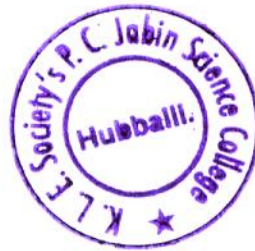
Agenda 3:

Strategy to organize student orientation programme

Resolution:

It was resolved to organize orientation program in the month of June 2018 for BCA students and in the month of July 2018 for B.Sc. Students.


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Action taken:

Orientation program for BCA students was conducted from 4th to 9th June 2018 and for B.Sc. students on 25th & 26th July 2018. Activities like icebreaking, group discussion, goal setting etc. were conducted. An awareness programme on code of conduct for students, examination system, available facilities and infrastructure in the campus was included in the programme for their overall growth.

Agenda 4:

To form new IQAC composition

Resolution:

It is resolved to constitute new IQAC composition

Action taken:

As per the guidelines new IQAC composition was constituted.

Agenda 5:

To constitute various committees for smooth functioning of the college activities

Resolution:

It is resolved to constitute committees for smooth functioning of the college activities.

Action taken:

Various committees have been constituted for smooth functioning of college activities.

Agenda 6:

Strategy to conduct Placement training programmes for the academic year 2018-19

Resolution:

It is resolved to inaugurate placement activities for the academic year 2018-19 in the month of August, 2018 by conducting placement enrollment week.

Action taken:

Placement activities of the academic year 2018-19 were inaugurated on 18th August 2018 by conducting Placement enrollment week.

Agenda 7:

Initiation to introduce digital evaluation for all UG & PG program

Resolution:


It is resolved to make necessary arrangements to introduce digital evaluation for all UG & PG program from the academic year 2018-19.

Action taken:

Resolution was placed before academic council, finance committee and Governing body for budget allocation and approval of digital evaluation system for all UG & PG programmes.


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Proceedings of the present IQAC meeting

Agenda 2:

Discussion on student feedback on faculty performance

Resolution:

It is resolved to take student feedback on faculty in the month of October 2018.

Agenda 3:

To conduct workshop and seminars for students and faculty on professional ethics

Resolution:

It is resolved to conduct workshop/seminar for students and faculty on professional ethics in the month of October 2018.

Agenda 4:

To organize parent's meet for odd semester students

Resolution:

It is resolved to organize parents meet in the week of September 2018.

Agenda 5:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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INTERNAL QUALITY ASSURANCE CELL

Date: 8th October 2018

MEETING NOTICE

A meeting of IQAC members is convened on 15th October 2018 at 4.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.

3rd Meeting

Date: 15/10/2018

Agenda:

1. To Read and confirm the minutes of previous meeting held on 08/09/2018
2. Discussion on Student Satisfaction survey 2017-18.
3. To extend Alumni sponsored seed money projects to student as suggested in the SSS survey.
4. To plan the introduction of Choice Based Credit System for all UG program from the academic year 2019-20.
5. Plan to conduct gender equity programme on Women's constitutional and legal rights.
6. Any other matter with the permission of chair


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No: 3

Date: 15/10/2018

Time: 4.00pm

Members present: 11

Venue: IQAC

The third meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 15th October, 2018. The meeting was chaired by Dr. S. V. Hiremath, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Smt. Uma Nerle V. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on **8th September, 2018.**

Resolution:

The minutes and action taken report of the last meeting held on **8th September, 2018** were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 8th September, 2018

Agenda 2:

Discussion on student feedback on faculty performance

Resolution:

It is resolved to take student feedback on faculty in the month of October 2018.

Action taken:

- For effective teaching and learning process, feedback on faculty was taken from odd semester students.
- The feedback of each faculty was analysed.
- Each faculty was informed regarding their feedback status.
- They were instructed to strengthen their strong areas further and improvise upon their weakness.

Agenda 3:

To conduct workshop and seminars for students and faculty on professional ethics

Resolution:

It is resolved to conduct workshop/seminar for students and faculty on professional ethics in the month of October 2018.


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Action taken:

- o UGC sponsored one day National Seminar titled "Ethics and values for 21st century students" was conducted on 23rd September 2018
- o UGC sponsored one day National workshop with the title "Professional Ethics and Values for Quality Enhancement for Faculty" was conducted on 3rd October 2018.

Agenda 4:

To organize parent's meet for odd semester students

Resolution:

It is resolved to organize parents meet in the week of September 2018.

Action taken:

The parents meet for odd semester students was organized on 27th, 28th and 29th September 2018.

Agenda 5:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

Discussion on Student Satisfaction survey 2017-18

Resolution:

As per the suggestions in the SSS, it is resolved to establish competitive examination corner in the Library and to procure books specifically for competitive examinations. Also the heads of departments like BCA, Electronics, Biotechnology & Microbiology, chemistry, Physics and computer science are insisted to sign MoU with industry for student internship and project.

Agenda 3:

To extend Alumni sponsored seed money projects to student as suggested in the SSS survey.

Resolution:

It is resolved to

- o Extend Alumni sponsored seed money projects for students.
- o It is resolved to instruct students and faculty to submit the seed money project proposal to enhance research interest among them.
- o It is resolved to constitute the review committee for research proposals to short list and approve the quality projects.


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Agenda 4:

To plan the introduction of Choice Based Credit System for all UG program from the academic year 2019-20.

Resolution:

It is resolved to

- Introduce Choice Based Credit System for all UG program from the academic year 2019-20.
- Constitute the committee to draft CBCS regulations as per the guidelines from UGC, Karnataka Govt. and Karnatak University guidelines.
- Get the approval from Academic Council and Governing body prior to the implementation.

Agenda 5:

Plan to conduct gender equity programme on Women's constitutional and legal rights.

Resolution:

It is resolved to conduct gender equity programme on Constitutional and Legal Rights/ Entitlements of women" to create awareness about women rights through Women Empowerment Cell of the College in association with National Commission of Women in the month of December, 2018.

Agenda 6:


Any other matter with the permission of chair

Resolution:

No matter was discussed


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INTERNAL QUALITY ASSURANCE CELL

Date: 29th December 2018

MEETING NOTICE

A meeting of IQAC members is convened on 5th January, 2019 at 4.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.

4th Meeting

Date: 05/01/2019

Agenda:

1. To Read and confirm the minutes of previous meeting held on 15th October, 2018
2. To prepare action plan for extension activity: "Popularization of basic science" in rural high schools
3. Plan to conduct skill development programmes for students
4. Plan to organise UGC Sponsored Workshop on "An Insight Into Management Information System for Accreditation"
5. Plan to organise UGC Sponsored one day conference on Women Ethics and Values for Empowerment.
6. Any other matter with permission of chairman


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No: 4

Date: 05/01/2019

Time: 4.00pm

Members present: 12

Venue: IQAC

The fourth meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 5th January, 2019. The meeting was chaired by Dr. S. V. Hiremath, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Smt. Uma Nerle V. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 15th October, 2018.

Resolution:

The minutes and action taken report of the last meeting held on 15th October, 2018 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 15th October, 2018

Agenda 2:

Discussion on Student Satisfaction survey 2017-18

Resolution:

As per the suggestions in the SSS, it is resolved to establish competitive examination corner in the Library and to procure books specifically for competitive examinations. Also the heads of departments like BCA, Electronics, Biotechnology & Microbiology, chemistry, Physics and computer science are insisted to sign MoU with industry for student internship and project.

Action taken:

Competitive examination corner was established in the library and allotted budget to purchase books. Departments like Electronics, Chemistry and Physics have signed MoU with industries for internships and project.


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Agenda 3:

To extend Alumni sponsored seed money projects to student as suggested in the SSS survey.

Resolution:

It is resolved to

- Extend Alumni sponsored seed money projects for students.
- It is resolved to instruct students and faculty to submit the seed money project proposal to enhance research interest among them.
- It is resolved to constitute the review committee for research proposals to short list and approve the quality projects.

Action taken:

Seed money project proposals from the faculty and students of different department were reviewed by the review committee and Submitted to research advisory committee for further action

Agenda 4:

To plan the introduction of Choice Based Credit System for all UG program from the academic year 2019-20.

Resolution:

It is resolved to

- Introduce Choice Based Credit System for all UG program from the academic year 2019-20.
- Constitute the committee to draft CBCS regulations as per the guidelines from UGC, Karnataka Govt. and Karnatak University guidelines.
- Get the approval from Academic Council and Governing body prior to the implementation.

Action taken:

A committee including HoDs and senior faculty is framed to draft CBCS regulations as per guidelines from UGC, Karnataka Govt. and Karnatak University.

Agenda 5:


Plan to conduct gender equity programme on Women's constitutional and legal rights.

Resolution:

It is resolved to conduct gender equity programme on Constitutional and Legal Rights/ Entitlements of women" to create awareness about women rights through Women Empowerment Cell of the College in association with National Commission of Women in the month of December, 2018.


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Action taken:

Awareness programme on "Constitutional and Legal Rights/ Entitlements of women" was conducted on 15th December 2018 in association with National Commission of Women.

Agenda 6:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

To prepare action plan for extension activity: "Popularization of basic science" in rural high schools

Resolution:

It is resolved to prepare action plan for extension activities for popularization of basic science in rural high schools.

Agenda 3:

Plan to conduct skill development programmes for students

Resolution:

It is resolved to organise skill development programmes in collaboration with IITs in the month of January & February, 2019.

Agenda 4:

Plan to organise UGC Sponsored Workshop on An Insight into Management Information System for Accreditation

Resolution:

It is resolved to organise UGC Sponsored Workshop on "An Insight into Management Information System for Accreditation" in the month of February, 2019.

Agenda 5:

Plan to organise UGC Sponsored one day conference on Women Ethics and Values for Empowerment.

Resolution:

It is resolved to organise UGC Sponsored one day conference on Women Ethics and Values for Empowerment in the month of March, 2019.

Agenda 6:

Any other matter with the permission of chair

Resolution:

No matter was discussed.


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INTERNAL QUALITY ASSURANCE CELL

Date: 9th March 2019

MEETING NOTICE

A meeting of IQAC members is convened on 16th March, 2019 at 4.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.

5th Meeting


Date: 16/03/2019

Agenda:

1. To Read and confirm the minutes of previous meeting held on 5th January, 2019
2. To prepare action plan for Students Training programmes for career guidance and higher education
3. To conduct programmes on Intellectual Property Rights.
4. Plan to organise two day workshop on "Strategy towards quality enhancement & excellence".
5. To design a strategic plan for quality admissions.
6. To organize 8th graduation day
7. Any other matter with permission of chairman


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INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING

Meeting No: 5

Date: 16/03/2019

Time: 4.00pm

Members present: 12

Venue: IQAC

The fifth meeting of the Internal Quality Assurance Cell for the academic year 2018-19 was held on 16th March, 2019. The meeting was chaired by Dr. S. V. Hiremath, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Smt. Uma Nerle V. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 5th January, 2019.

Resolution:

The minutes and action taken report of the last meeting held on 5th January, 2019 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 5th January, 2019

Agenda 2:

To prepare action plan for extension activity: "Popularization of basic science" in rural high schools

Resolution:

It is resolved to prepare action plan for extension activities for popularization of basic science in rural high schools.

Action taken:


The action plan for extension activities was planned for the benefit of society. Accordingly, the faculty members of the science department visited rural high school of Belavantur Village on 17th January, 2019 for promoting basic Science knowledge.

Agenda 3:


Plan to conduct skill development programmes for students

Resolution:

It is resolved to organise skill development programmes in collaboration with IITs in the month of January & February, 2019.


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Action taken:

Workshop on In Situ Biosynthesis of Nanoparticles was organised by the department of Botany in collaboration with IIT Kharagpur on 21st & 22nd January 2019 and workshop on Mobile controlled robotics organised by the department of physics on 22nd February 2019 in collaboration with IIT Bombay & Kharagpur

Agenda 4:

Plan to organise UGC Sponsored Workshop on "An Insight into Management Information System for Accreditation"

Resolution:

It is resolved to organise UGC Sponsored Workshop on "An Insight into Management Information System for Accreditation" in the month of February, 2019.

Action taken:

UGC Sponsored Workshop on "An Insight into Management Information System for Accreditation" was conducted on 12th February, 2019.

Agenda 5:

Plan to organise UGC Sponsored one day conference on Women Ethics and Values for Empowerment.

Resolution:

It is resolved to organise UGC Sponsored one day conference on Women Ethics and Values for Empowerment in the month of March, 2019.

Action taken:

UGC sponsored one day conference on Women Ethics and Values for Empowerment was conducted on 8th March, 2019.

Agenda 6:

Any other matter with the permission of chair

Resolution:

No matter was discussed.


IGAC Coordinator
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Vidyanagar, Hubballi.
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Principal
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KLE SOCIETY'S

P. C. JABIN SCIENCE COLLEGE,

VIDYANAGAR, HUBBALLI-580031

AUTONOMOUS, CPE PHASE -III

Re-accredited by NAAC at 'A' Grade with CGPA 3.43

INTERNAL QUALITY ASSURANCE CELL

Proceedings of the present IQAC meeting

Agenda 2:

To prepare action plan for Students Training programmes for career guidance and higher education

Resolution:

It is resolved to prepare action plan to enhance student placement and student progression to higher education.

Agenda 3:

To conduct programmes on Intellectual Property Rights

Resolution:

It is resolved to inform all PG departments to conduct Intellectual Property Rights related seminars in the Month of March, 2019.

Agenda 4:

Plan to organise two day workshop on "Strategy towards quality enhancement & excellence".

Resolution:

It is resolved to conduct UGC sponsored workshop on "Strategy towards quality enhancement & excellence" in the first week of June 2019.

Agenda 5:

To design a strategic plan for quality admissions

Resolution:

It is resolved to prepare strategic plan, admission policy and admission committee for the academic year 2019-20.

Agenda 6:

To organize 8th graduation day

Resolution:


It is resolved to organize 8th graduation day in the first week of April, 2019.

Agenda 7:

Any other matter with the permission of chair

Resolution:

No matter was discussed.


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