



Date: 5th June, 2019

MEETING NOTICE

A meeting of IQAC members is convened on 12th June, 2019 at 3.00 pm in the IQAC office.
All IQAC members are requested to attend the meeting.

1st Meeting

Date: 12/06/2019

Agenda:

1. To Read and confirm the minutes of previous meeting held on 16th March, 2019
2. To discuss academic calendar of events and action plan for the year 2019-20.
3. To Organize 9th Graduation day for 2017-18 batch students.
4. To discuss on progress report of the IQAC for the year 2018-19.
5. To organize Students' orientation programme for newly admitted B.Sc & BCA students
6. Submission of documents to NIRF for the year 2019-20.
7. To initiate the commencement of UBA activities
8. Any other matter with the permission of chair

IQAC Coordinator
K. L. E. Society's P. C. Jabin Science College
Vidyanagar, Hubballi.
Karnataka - 580031.

Principal
K. L. E. Society's P. C. Jabin Science College
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MINUTES OF THE MEETING

Meeting No: 1
Members present: 12

Date: 12/06/2019

Time: 3.00pm
Venue: IQAC

The first meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 12th June 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 16th March, 2019.

Resolution:

The minutes and action taken report of the last meeting held on 16th March, 2019 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 16th March, 2019

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.

Action taken:

The action plan for student placement and student progression for the academic year 2019-20 was prepared and placement enrollment week was planned to be conducted from 17th to 27th June 2019.

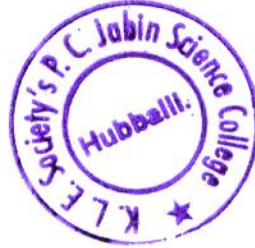
Agenda 3:

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.


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Action taken:

PG Department of Chemistry has organised one day seminar on Intellectual Property Rights on 28th 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.

Action taken:

UGC sponsored two day workshop on "Strategy towards quality enhancement & excellence" was organised on 1st & 2nd June, 2019 and total 62 delegates have participated in the workshop.

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.

Action taken:

Admission policy was drafted and admission committee for academic year 2019-20 was constituted.

Agenda 6:

To organize 8th graduation day

Resolution:

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

Action taken:

8th graduation day was organized on 4th April, 2019.

Agenda 7:

Any other matter with the permission of chair

Resolution:

No matter was discussed.

Proceedings of the present IQAC meeting

Agenda 2:

To discuss academic calendar of events and action plan for the year 2019-20

Resolution:

It is resolved to prepare Academic calendar of events and plan of action for the year 2019-20 in the consultation with controller of examination and Heads of the Departments.





Agenda 3:

To Organize 9th Graduation day for 2017-18 batch students

Resolution:

It is resolved to organize 9th Graduation day in the month of August, 2019 for successful students of 2017-18 batch and a committee was constituted for smooth conduct of the same.

Agenda 4:

To discuss on progress report of the IQAC for the year 2018-19

Resolution:

It is resolved to prepare the Annual Quality Assurance Report for the year 2018-19 and take approval of the Local Governing Body & IQAC before submitting to the NAAC portal.

Agenda 5:

To organize Students' orientation programme for newly admitted B.Sc & BCA students

Resolution:

It is resolved to organise orientation/induction programme for B.Sc & BCA first year students in the month of June 2019.

Agenda 6:

Submission of documents to NIRF for the year 2019-20

Resolution:

It is resolved to participate in NIRF-19 and make necessary arrangements for online submission of documents.

Agenda 7:

To initiate the commencement of UBA activities

Resolution:

It is resolved to conduct UBA activities in Adargunchi, Byahatti, Sulla, Shiraguppi and Sherwad in the month of September 2019.

Agenda 8:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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Date: 27th September, 2019

MEETING NOTICE

A meeting of IQAC members is convened on 3rd October, 2019 at 3.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.

2nd Meeting

Date: 03/10/2019

Agenda:

1. To read and confirm the minutes of previous meeting held on 12th June, 2019.
2. To discuss the status of AQAR 2018-19.
3. To plan the collection of feedback from alumni and students
4. To organize NAAC sponsored two day National level workshop on "Student participation for quality sustenance and enhancement".
5. To discuss strategic plan to conduct students training programmes from Career Guidance and placement cell.
6. To enhance Collaborations/MoU/Linkage for research and students' placement
7. To organise extension activities on popularization of basic science scheme at rural place.
8. To organize faculty development programmes
9. Any other matter with the permission of chair


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MINUTES OF THE MEETING

Meeting No: 2
Members present: 10

Date: 03/10/2019

Time: 3.00pm
Venue: IQAC

The second meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 3rd October, 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 12th June, 2019.

Resolution:

The minutes and action taken report of the last meeting held on 12th June, 2019 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 12th June, 2019

Agenda 2:

To discuss academic calendar of events and action plan for the year 2019-20

Resolution:

It is resolved to prepare Academic calendar of events and plan of action for the year 2019-20 in the consultation with controller of examination and Heads of the Departments.

Action taken:

Academic calendar of events for the academic year 2019-20 was prepared and uploaded in the college website. Detailed department wise plan of action was prepared and included in the students hand book.

Agenda 3:

To Organize 9th Graduation day for 2017-18 batch students

Resolution:

It is resolved to organize 9th Graduation day in the month of August, 2019 for successful students of 2017-18 batch and a committee was constituted for smooth conduct of the same.

Action taken:

The college has organized 9th Graduation day on 3rd August 2019 for successful students of 2017-18 batch.


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Agenda 4:

To discuss on progress report of the IQAC for the year 2018-19

Resolution:

It is resolved to prepare the Annual Quality Assurance Report for the year 2018-19 and take approval of the Local Governing Body & IQAC before submitting to the NAAC portal.

Action taken:

Annual Quality Assurance Report for the year 2018-19 was prepared and will be presented in the forth coming IQAC meeting for approval.

Agenda 5:

To organize Students' orientation programme for newly admitted B.Sc & BCA students

Resolution:

It is resolved to organise orientation/induction programme for B.Sc & BCA first year students in the month of June 2019.

Action taken:

Orientation/induction programme for B.Sc first year students of A & D division and for B & C division was conducted on 28th & 29th June, 2019 respectively. Five days orientation programme was conducted for BCA students from 10th to 14th June 2019.

Agenda 6:

Submission of documents to NIRF for the year 2019-20

Resolution:

It is resolved to participate in NIRF-19 and make necessary arrangements for online submission of documents.

Action taken:

College was successfully registered for NIRF-19 and all documents for online submission were collected.

Agenda 7:

To initiate the commencement of UBA activities

Resolution:

It is resolved to conduct UBA activities in Adargunchi, Byahatti, Sulla, Shiraguppi and Sherwad in the month of September 2019.

Action taken:

Tree plantation, Distribution of Paper bags, Awareness rally on plastic use and its hazardous effect on environment and Donation of Saplings to students was conducted in UBA adapted villages Adargunchi, Byahatti, Sulla, Shiraguppi and Sherwad as a part UBA 2.0 activities in the month of September 2019.





Agenda 8:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

To discuss the status of online submission of AQAR 2018-19

Resolution:

It is resolved to finalize AQAR 2018-19 and submit the same to NAAC office after taking approval local from governing body or governing body of the college.

Agenda 3:

To plan the collection of Feedback from alumni and students

Resolution:

It is resolved to take feedback from alumni and students on curriculum and infrastructure in the last week of October, 2019.

Agenda 4:

To organize NAAC sponsored two day National level workshop on "Student participation for quality sustenance and enhancement".

Resolution:

It is resolved to organize the NAAC sponsored two days' workshop on "Students participation for quality sustenance and enhancement in the last week of December, 2019.

Agenda 5:

To discuss strategic plan to conduct students training programmes from Career Guidance and placement cell.

Resolution:


It is resolved to conduct more number of training programs to enhance placements in collaboration with TIME.

Agenda 6:

To enhance new collaborations/MoU/Linkage for research and students' placement

Resolution:

It is resolved to inform all HoDs and placement officers to enter into MoU with institutions and industries for research and student placements.


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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

Agenda 7:

To organise extension activities on popularization of basic science at rural places

Resolution:

It is resolved to continue popularization of basic science at rural High schools and a committee was constituted including faculty from department of Physics, Chemistry, Mathematics, Zoology and Botany for smooth conduct of the activity.

Agenda 8:

To organize faculty development programmes

Resolution:


It is resolved to organize faculty development programmes on stress management, Effective classroom delivery to enhance quality and e-administration in the month of October, 2019.

Agenda 9:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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Date: 1st January, 2020

MEETING NOTICE

A meeting of IQAC members is convened on 4th January, 2020 at 3.00 pm in the IQAC office. All IQAC members are requested to attend the meeting.

3rd Meeting

Date: 04/01/2020

Agenda:

1. To read and confirm the minutes of previous meeting held on 3rd October, 2019.
2. Plan to organize National Conference on "Bioinnovations 2020".
3. To discuss Strategic plan to strengthen mentor-mentee system.
4. To organize one day Conference on "Women's equity and rights for 21st century on the eve of international Women's day.
5. Plan to conduct Parent-Teacher Meet.
6. To organize Faculty development programme on Gender sensitization, Artificial intelligence, Outcome based education, Research methodology and examination reforms.
7. Submission of college information for AISHE
8. Any other matter with the permission of chair


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MINUTES OF THE MEETING

Meeting No: 3
Members present: 13

Date: 04/01/2020

Time: 3.00pm
Venue: IQAC

The third meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 4th January, 2020. 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 3rd October, 2019.

Resolution:

The minutes and action taken report of the last meeting held on 3rd October, 2019 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 3rd October, 2019

Agenda 2:

To discuss the status of online submission of AQAR 2018-19

Resolution:

It is resolved to finalize AQAR 2018-19 and submit the same to NAAC office after taking approval local from governing body or governing body of the college.

Action taken:

Local governing body approved AQAR 2018-19 and it will be submitted on or before 30th January, 2020.

Agenda 3:

To plan the collection of Feedback from alumni and students

Resolution:

It is resolved to take feedback from alumni and students on curriculum and infrastructure in the last week of October, 2019.

Action taken:

All HoDs are informed to take Feedback from all stake holders on curriculum and infrastructure in the last week of October, 2019. Further HoDs are informed to prepare analysis report and action report.





Agenda 4:

To organize NAAC sponsored two day National level workshop on "Student participation for quality sustenance and enhancement".

Resolution:

It is resolved to organize the NAAC sponsored two days' workshop on "Students participation for quality sustenance and enhancement in the last week of December, 2019.

Action taken:

NAAC sponsored two days' workshop on "Students participation for quality sustenance and enhancement was organised on 20th & 21st December, 2019.

Agenda 5:

To discuss strategic plan to conduct students training programmes from Career Guidance and placement cell.

Resolution:

It is resolved to conduct more number of training programs to enhance placements in collaboration with TIME.

Action taken:

Training programs "Employable Soft Skill & Aptitude training" to promote placements were conducted from 3rd December 2019 to 2nd January 2020 by Career Guidance and Placement cell. Total 1091 students benefitted from the programme.

Agenda 6:

To enhance new collaborations/MoU/Linkage for research and students' placement

Resolution:

It is resolved to inform all HoDs and placement officers to enter into MoU with institutions and industries for research and student placements.

Action taken:

A MoU was signed between Career Guidance and Placement cell of P. C. Jabin Science College and V 4 U group, a franchise of T.I.M.E to promote students' placements.

Agenda 7:

To organise extension activities on popularization of basic science at rural places

Resolution:

It is resolved to continue popularization of basic science at rural High schools and a committee was constituted including faculty from department of Physics, Chemistry, Mathematics, Zoology and Botany for smooth conduct of the activity.





Action taken:

Extension activity popularization of basic science at rural High schools was conducted on 3rd January 2020 at Adargunchi and other activity was planned on 28th January 2020 at Dummavad village.

Agenda 8:

To organize faculty development programmes

Resolution:

It is resolved to organize faculty development programmes on stress management, Effective classroom delivery to enhance quality and e-administration in the month of October, 2019.

Action taken:

Faculty development program on Stress management was organized on 14th October 2019, Faculty mind set for effective classroom was organized on 16th October 2019 and e-Administration was organized on 18th October 2019.

Agenda 9:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

Plan to organize National Conference on "Bioinnovations 2020".

Resolution:

It is resolved to organize National level Conference on "Bioinnovations 2020" in the month of February 2020 and HoDs of Mb & Bt, Zoology, Botany are informed to make necessary arrangements.

Agenda 3:

To discuss Strategic plan to strength mentor-mentee system

Resolution:

It is resolved to strengthen the mentor-mentee system by conducting faculty development programme on effective mentoring in the month of February 2020. Chief Mentor of the college is informed to make necessary arrangements.





Agenda 4:

To organize one day Conference on "Women's equity and rights for 21st century" on the eve of international women's day

Resolution:

It is resolved to celebrate International Women's day on 8th March 2020 and committee was framed to organize one day Conference Women's equity and rights for 21st century in the month of march 2020.

Agenda 5:

Plan to conduct Parent-Teacher Meet.

Resolution:

It is resolved to conduct parent-teacher meet in the last week of March, 2020.

Agenda 6:

To organise Faculty development programme on Gender sensitization, Artificial intelligence, Outcome based education, Research methodology and examination reforms.

Resolution:

It is resolved to conduct Faculty development programme on Gender sensitization, Artificial intelligence, Outcome based education, Research methodology and examination reforms. March, 2020.

Agenda 7:

Submission of college information for AISHE

Resolution:

It is resolved to submit AISHE data in the month February, 2020.

Agenda 8:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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Date: 5th March, 2020

MEETING NOTICE

A meeting of IQAC members is convened on 12th March, 2020 at 4.00pm in the IQAC office.
All IQAC members are requested to attend the meeting.

4th Meeting

Date: 12/03/2020

Agenda:

1. To read and confirm minutes the previous meeting held 4th January, 2020.
2. Plan to organize 10th Graduation day celebration.
3. Preparation for external AAA committee visit
4. Strategic plan to organize health awareness programme in UBA adopted villages.
5. Plan to conduct college annual day.
6. Any other matter with the permission of chair


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MINUTES OF THE MEETING

Meeting No: 4
Members present: 12

Date: 12/03/2020

Time: 4.00pm
Venue: IQAC

The fourth meeting of the Internal Quality Assurance Cell for the academic year 2019-20 was held on 12th March, 2020. 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 January, 2020.

Resolution:

The minutes and action taken report of the last meeting held on 4th January, 2020 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 4th January, 2020

Agenda 2:

Plan to organize National Conference on "Bioinnovations 2020".

Resolution:

It is resolved to organize National level Conference on "Bioinnovations 2020" in the month of February 2020 and HoDs of Mb & Bt, Zoology, Botany are informed to make necessary arrangements.

Action taken:

One day National conference to "Bio-innovation 2020" was organized by the life science departments on 29th February, 2020.

Agenda 3:

To discuss Strategic plan to strength mentor-mentee system

Resolution:

It is resolved to strengthen the mentor-mentee system by conducting faculty development programme on effective mentoring in the month of February 2020. Chief Mentor of the college is informed to make necessary arrangements.

Action taken:

One day faculty development programme was conducted on 9th February, 2020.





Agenda 4:

To organize one day Conference on “Women’s equity and rights for 21st century” on the eve of international women’s day

Resolution:

It is resolved to celebrate International Women’s day on 8th March 2020 and committee was framed to organize one day Conference Women’s equity and rights for 21st century in the month of march 2020.

Action taken:

International Women’s day was celebrated in the college on 8th March 2020. On the eve of the same One day Conference on “Women’s equity and rights for 21st century” was organized by the Women Empowerment cell on 9th March, 2020.

Agenda 5:

Plan to conduct Parent-Teacher Meet.

Resolution:

It is resolved to conduct parent-teacher meet in the last week of March, 2020.

Action taken:

Parent-teacher meet was conducted on 23rd March 2020.

Agenda 6:

To organise Faculty development programme on Gender sensitization, Artificial intelligence, Outcome based education, Research methodology and examination reforms.

Resolution:

It is resolved to conduct Faculty development programme on Gender sensitization, Artificial intelligence, Outcome based education, Research methodology and examination reforms. March, 2020.

Action taken:

One day faculty development programme on Gender sensitization was organized on 16th February 2020, Artificial intelligence was organized on 23rd February 2020, Outcome based education was organized on 10th March 2020, Research methodology and examination reforms was organized on 11th March 2020 by the Internal Quality Assurance Cell of the college.

Agenda 7:

Submission of college information for AISHE

Resolution:

It is resolved to submit AISHE data in the month February, 2020.

Action taken:

AISHE data was successfully submitted on 25th February, 2020.





Agenda 8:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

Plan to organize 10th Graduation day celebration.

Resolution:

It is resolved to organize 10th Graduation day in the second week of April 2020.

Agenda 3:

Preparation for external AAA committee visit

Resolution:

It is resolved to make necessary arrangements for external AAA visits to be scheduled on first week of May, 2020. All HoDs are informed to prepare NAAC documents & presentation.

Agenda 4:

Strategic plan to organize health awareness programme in adopted villages

Resolution:

It is resolved to organize health check up camp in UBA adopted villages and siddi tribal village in the second week of April 2020. NSS, NCC and YRC officers are informed to make necessary arrangements.

Agenda 5:

Plan to conduct annual day.

Resolution:

It is resolved to conduct college annual day in the month of April, 2020. The vice-president of college forum is informed to make necessary arrangements.

Agenda 6:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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