



Date: 8th October 2021

MEETING NOTICE

A meeting of IQAC members is convened on 15th October, 2021 at 4.00pm in the IQAC office. All IQAC members are requested to attend the meeting.

1st Meeting


Date: 15/10/2021

Agenda:

1. To Read and confirm the minutes of previous meeting held on 13th August 2021.
2. To discuss the committee for the academic year 2021-22.
3. Strategy to conduct student orientation programme.
4. Plan to organise workshops on Designing of Course Outcome, Program Outcome and Program Specific Outcome.
5. Strategy to organize Faculty orientation programme on NEP-2020.
6. To conduct External Academic and Administrative Audit (2020-21).
7. Preparation and Submission of AQAR-2020-21.
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
Vidyanagar, Hubballi.
Karnataka - 580031.



MINUTES OF THE MEETING

Meeting No: 1
Members present: 14

Date: 15/10/2021

Time: 4.00pm
Venue: IQAC

The first meeting of the Internal Quality Assurance Cell for the academic year 2021-22 was held on 15th October, 2021. The meeting was chaired by Dr. L.D. Horakeri, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Rajesha Nairy K. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To read and confirm the minutes of previous meeting held on 13th August 2021.

Resolution:

The minutes and action taken report of the last meeting held on 13th August 2021 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 13th August 2021

Agenda 2:

To conduct online Student Satisfaction Survey

Resolutions:

It is resolved to conduct online Student Satisfaction Survey.

Action Taken:

Online SSS was conducted in the month of August and analysis report was submitted to the Head of the institution for further action. The report of SSS was uploaded to the college website.

Agenda 3:

To conduct Faculty feedback and curriculum feedback

Resolutions:

It is resolved to take online Faculty feedback and Curriculum feedback for the academic year 2020-21.

Action taken:

The Heads of various departments are instructed to take online curriculum feedback as per the format given by IQAC. Further HoDs are instructed to prepare action taken report and present before Board of Studies, and Academic Council.

Online faculty feedback was taken, analysed and submitted to head of the institution for further action.





Agenda 4:

To discuss calendar of events for the academic year 2021-22

Resolutions:

It is resolved to prepare academic calendar of events as per the Karnatak University guideless.

Action taken:

Academic calendar of events was prepared and uploaded to website.

Agenda 5:

Strategy to organise workshops on New National Educational Policy -2020

Resolutions:

It is resolved to conduct seminars, workshops for faculty, students and parents on NEP-2020.

Action taken:

IQAC organized three workshops for faculty, students and parents on NEP-2020. The first workshop was conducted on 19th July 2021; Dr. S. M. Tuwar, K was the resource person. The second workshop was organized on 15th September 2021; Dr. S. M. Shivaprasad, Director, KSHEA, was the resource person. The third workshop was organised on 21st September 2021; Dr. G. K. Badiger was the resource person.

Agenda 6:

Preparation of NEP Regulation for UG programmes.

Resolutions:

It is resolved to prepare NEP Regulations for K.L.E. Society's P.C.Jabin Science College as per guidelines issued by the Karnataka State Government and Karnatak University.

Action taken:

NEP committee has been constituted and committee submitted the regulations to Head of the institution for further action.

Agenda 7:

To conduct workshop on NAAC documentation process

Resolutions:

It is resolved to conduct series of workshops on NAAC documentation process.

Action taken:

IQAC organized UGC Sponsored, One day workshop, on "Preparation of self-study report as per new guidelines" on 26th September 2021 under PARAMARSH. Dr. D. K. Kamble, NAAC Assistant Advisor, Bengaluru was the Key note Speaker and Dr. M.B. Kothale was the Resource Person.

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 committee for the academic year 2021-22

Resolution:

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

Agenda 3:

Strategy to conduct student orientation programme

Resolution:

It was resolved to organize orientation program for freshers.

Agenda 4:

Plan to organize workshops on Designing of Course Outcome, Program Outcome and Program Specific Outcome.

Resolution:

It is resolved to conduct workshop on designing of course outcome, program outcome and program specific outcome in the month of December 2021. Further it is resolved to invite Dr. Basavaraj S Anami, Principal, KLEIT Hubballi and Dr. Kumar Swamy V, Associate Professor, Department of Electronic and Electrical Engineering, KLEIT Hubballi as a Resource person.

Agenda 5:

Strategy to organize faculty orientation programme on PCJ NEP-2020 regulations

Resolution:

It is resolved to conduct faculty orientation program on PCJ NEP-2020 regulations in the month of January 2022.

Agenda 6:

To conduct External Academic and Administrative Audit (2020-21)

Resolution:

It is resolved to conduct external Academic and Administrative Audit in the month February 2022.

Agenda 7:

Preparation and Submission of AQAR-2020-21

Resolution:

It is resolved to submit AQAR 2020-21 in the month of February 2022.

Agenda 8:

Any other matter with the permission of chair

- Approve new composition of IQAC

Resolution:

It is resolved to approve new IQAC composition.





Date: 20th January 2022

MEETING NOTICE

A meeting of IQAC members is convened on 29th January, 2022 at 4.00pm in the IQAC office. All IQAC members are requested to attend the meeting.

2nd Meeting

Date: 29/01/2022

Agenda:

1. To Read and confirm the minutes of previous meeting held on 15th October 2021.
2. Strategy to conduct workshop on Course Outcome and Programme Outcome attainment.
3. Plan to organize orientation programme on Student Satisfaction Survey.
4. Submission of data to NIRF and AISHE for the academic year 2020-21.
5. To conduct Faculty feedback and Curriculum feedback.
6. To conduct Parent-Teacher meet.
7. Strategy to conduct students' conference/workshop.
8. To conduct Research Advisory committee meeting to provide Alumni Sponsored Research Project.
9. Any other matter with the permission of chair.


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MINUTES OF THE MEETING

Meeting No: 2
Members present: 19

Date: 29/01/2022

Time: 4.00pm
Venue: IQAC

The second meeting of the Internal Quality Assurance Cell for the academic year 2021-22 was held on 29th January, 2022. The meeting was chaired by Dr. L.D. Horakeri, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Rajesha Nairy K. 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 2021.

Resolution:

The minutes and action taken report of the last meeting held on 15th October 2021 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 15th October 2021

Agenda 2:

To discuss the committee for the academic year 2021-22

Resolution:

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

Action Taken:

Various committees were constituted.

Agenda 3:

Strategy to conduct student orientation programme

Resolution:

It was resolved to organize orientation program for freshers.

Action taken:

Orientation program for freshers was conducted on 12th and 13th November 2021.





Agenda 4:

Plan to organize workshops on Designing of Course Outcome, Program Outcome and Program Specific Outcome.

Resolution:

It is resolved to conduct workshop on designing of course outcome, program outcome and program specific outcome in the month of December 2021. Further it is resolved to invite Dr. Basavaraj S Anami, Principal, KLEIT Hubballi and Dr. Kumar Swamy V, Associate Professor, Department of Electronic and Electrical Engineering, KLEIT Hubballi as a Resource person.

Action taken:

IQAC organized one day training programme on "Formulation of Course Outcome and Programme Outcome" on 21st December 2021 and "Course Outcome - Program Outcome Justification" on 11th January 2022.

Agenda 5:

Strategy to organize faculty orientation programme on PCJ NEP-2020 regulations

Resolution:

It is resolved to conduct faculty orientation program on PCJ NEP-2020 regulations in the month of January 2022.

Action taken:

Orientation programme was planned in the third week of January 2022, but due to outbreak of Omicron, said programme is planned on 31st January and 1st February 2022.

Agenda 6:

To conduct External Academic and Administrative Audit (2020-21)

Resolution:

It is resolved to conduct external Academic and Administrative Audit in the month February 2022.

Action taken:

External AAA committee was constituted by IQAC comprising Dr. J. R. Tonannavar, Professor, Department of Physics, Karnatak University, Dharwad, as the chairman. Dr. M.B. Kothale, NAAC assessor & Principal (Rtd), K.L.E. Society's G.I Bagewadi Arts and Science college, Nippani, and Dr. A.B. Vedamurthy, NAAC assessor & Professor, Department of Biotechnology, Karnatak University, Dharwad as members. External AAA visit is planned in the last week of February 2022.

Agenda 7:

Preparation and Submission of AQAR-2020-21

Resolution:

It is resolved to submit AQAR 2020-21 in the month of February 2022.





Action taken:

Key indicator wise committees were constituted to complete AQAR 2020-21 and the same will be submitted in the last week of February 2022 after taking approval of Local Governing Body.

Agenda 8:

Any other matter with the permission of chair

- Approve new composition of IQAC

Resolution:

It is resolved to approve new IQAC composition.

Action taken:

New IQAC composition was approved and uploaded to the website.

Proceedings of the present IQAC meeting

Agenda 2:

Strategy to conduct workshop on Course Outcome and Programme Outcome attainment

Resolution:

It is resolved to conduct the workshop on course outcome and programme outcome attainment in the month of February 2022 and finalize the methodology for the attainment.

Agenda 3:

Plan to organize orientation programme on Student Satisfaction Survey.

Resolution:

It is resolved to conduct programme on Student Satisfaction Survey to all mentors in the second week of July 2022.

Agenda 4:

Submission of data to NIRF and AISHE for the academic year 2020-21

Resolution:

It is resolved to submit NIRF in the last week of January 2022 and AISHE data in the last week of March 2022.

Agenda 5:

To conduct Faculty feedback and Curriculum feedback

Resolution:

It is resolved to take students feedback on faculty performance and curriculum in the last week of June 2022.





Agenda 6:

To conduct Parent-Teacher meet

Resolution:

It is resolved to conduct Parent –Teacher meet after the last working days of the semester.

Agenda 7:

Strategy to conduct students' conference/workshop

Resolution:

It is resolved to conduct Students conference/ workshops on Indian Philosophy.

Agenda 8:

To conduct Research Advisory committee meeting to provide Alumni Sponsored Research Project

Resolution:

It is resolved to conduct research advisory committee meeting to provide Alumni sponsored research project to Faculty and students.

Agenda 9:


Any other matter with the permission of chair

Resolution:

No matter was discussed


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Date: 18th April 2022

MEETING NOTICE

A meeting of IQAC members is convened on 23rd April, 2022 at 4.00pm in the IQAC office.
All IQAC members are requested to attend the meeting.

3rd Meeting


Date: 23/04/2022

Agenda:

1. To Read and confirm the minutes of previous meeting held on 29th January 2022.
2. Preparation of various Policies of the institution.
3. Preparation and Submission Autonomous report to Karnatak University.
4. Strategy to organize 10th graduation day.
5. Plan to conduct online Faculty Development Programme in collaboration with Ramanujan college Teaching Learning centre, New Delhi.
6. To conduct Student Satisfaction Survey and Programme exit survey.
7. Any other matter with the permission of chair.


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MINUTES OF THE MEETING

Meeting No: 3
Members present: 20

Date: 23/04/2022

Time: 4.00pm
Venue: IQAC

The third meeting of the Internal Quality Assurance Cell for the academic year 2021-22 was held on 23rd April, 2022. The meeting was chaired by Dr. L.D. Horakeri, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Rajesha Nairy K. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 29th January 2022.

Resolution:

The minutes and action taken report of the last meeting held on 29th January 2022 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 29th January 2022

Agenda 2:

Strategy to conduct workshop on Course Outcome and Programme Outcome attainment

Resolution:

It is resolved to conduct the workshop on course outcome and programme outcome attainment in the month of February 2022 and finalize the methodology for the attainment.

Action Taken: A series of meetings were conducted with Dr. Kumar Swamy V, Associate Professor, Department of Electronic and Electrical Engineering, KLEIT Hubballi to finalize suitable method for CO-PO attainment. Two methods, one for CBCS and other for NEP were finalized. Further, sir suggested to conduct workshop in the last week of March 2022.

Agenda 3:

Plan to organize orientation programme on Student Satisfaction Survey.

Resolution:

It is resolved to conduct programme on Student Satisfaction Survey to all mentors in the second week of July 2022.

Action taken:

Student satisfaction Survey programme for all mentors was scheduled on 6th August 2022.





Agenda 4:

Submission of data to NIRF and AISHE for the academic year 2020-21

Resolution:

It is resolved to submit NIRF in the last week of January 2022 and AISHE data in the last week of March 2022.

Action taken:

The institution data was submitted to NIRF on 31st January 2022 and AISHE on 29th March 2022.

Agenda 5:

To conduct Faculty feedback and Curriculum feedback

Resolution:

It is resolved to take students feedback on faculty performance and curriculum in the last week of June 2022.

Action taken:

All HoDs are informed to take online curriculum feedback from all stake holders and prepare the analysis report. Further, HoDs are informed to prepare action report and present before the BoS meeting. Student's feedback on Faculty performance was collected in the last week of the June, and IQAC prepared analysis report and submitted to Head of the institution.

Agenda 6:

To conduct Parent-Teacher meet

Resolution:

It is resolved to conduct Parent –Teacher meet after the last working days of the semester.

Action taken:

Parent-Teacher meeting is scheduled on 18th August 2022.

Agenda 7:

Strategy to conduct students' conference/workshop

Resolution:

It is resolved to conduct Students conference/ workshops on Indian Philosophy.

Action taken:

A National level seminar was planned in the last week of July 2022, but due academic pressure this programme was postponed to October 2022.

Agenda 8:

To conduct Research Advisory committee meeting to provide Alumni Sponsored Research Project

Resolution:

It is resolved to conduct research advisory committee meeting to provide Alumni sponsored research project to Faculty and students.





Action taken:

Research Advisory committee meeting was conducted on 8th February 2022. Total Eight seed money projects, five for faculty and three for students have been sanction.

Agenda 9:

Any other matter with the permission of chair

Resolution:

No matter was discussed

Proceedings of the present IQAC meeting

Agenda 2:

Preparation of various Policies of the institution

Resolution:

It is resolved to prepare Curriculum development policy, Admission policy, Manual for learning level identification, Examination policy, Outcome based education policy, Research promotion policy, Maintenance policy, IT policy, e-Governance policy, Financial assistance to faculty and students policy, Internal quality assurance policy, Gender equity policy, Green policy, Divyangan policy.

Agenda 3:

Preparation and Submission Autonomy progress report to Karnatak University.

Resolution:

It is resolved to submit Autonomy progress report to Parent University in the month of June 2022 and make necessary arrangements for university review committee visit.

Agenda 4:

Strategy to organize 10th graduation day of the college

Resolution:

It is resolved to orgainse 10th graduation day in the month of June 2022.

Agenda 5:

Plan to conduct online Faculty Development Programme in collaboration with Ramanujan college Teaching Learning centre, New Delhi.

Resolution:

It is resolved to enter MoU with Ramanujan College, New Delhi to conduct Faculty development programme in the month of July 2022.

Agenda 6:


To conduct Student Satisfaction Survey and Programme exit survey.

Resolution:

It is resolved to conduct Programme exit survey in the last week of July 2022.


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Date: 3rd August 2022

MEETING NOTICE

A meeting of IQAC members is convened on 8th August, 2022 at 4.00pm in the IQAC office. All IQAC members are requested to attend the meeting.

4th Meeting

Date: 08/08/2022

Agenda:

1. To read and confirm the minutes of previous meeting held on 23rd April 2022.
2. Strategy to distribute Faculty sponsored scholarships.
3. To Sign MoU with Mahatma Gandhi Institute for Rural Industrialization (MGIRI) for Entrepreneurship training.
4. Plan to setup PCJ incubation center to provide Alumni sponsored seed money for Startup projects.
5. To conduct even semester end examination for the academic year 2021-22.
6. Submission of Autonomous review committee report to UGC
7. To discuss time line for V cycle NAAC accreditation.
8. Preparation and submission of IIQA.
9. Any other matter with the permission of chair.


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MINUTES OF THE MEETING

Meeting No: 4
Members present: 18

Date: 08/08/2022

Time: 4.00pm
Venue: IQAC

The fourth meeting of the Internal Quality Assurance Cell for the academic year 2021-22 was held on 8th August, 2022. The meeting was chaired by Dr. L.D. Horakeri, Principal & Chairman of IQAC.

Presentation of the agenda of the meeting

Dr. Rajesha Nairy K. the coordinator of IQAC presented the agenda for the meeting.

Agenda 1:

To Read and confirm the minutes of previous meeting held on 23rd April, 2022.

Resolution:

The minutes and action taken report of the last meeting held on 23rd April, 2022 were read and confirmed.

Proceedings and action taken report of the IQAC meeting held on 23rd April, 2022

Agenda 2:

Preparation of various Policies of the institution

Resolution:

It is resolved to prepare Curriculum development policy, Admission policy, Manual for learning level identification, Examination policy, Outcome based education policy, Research promotion policy, Maintenance policy, IT policy, e-Governance policy, Financial assistance to faculty and students policy, Internal quality assurance policy, Gender equity policy, Green policy, Divyangan policy.

Action Taken: Various institutional policies were prepared and presented before Governing body meeting held on 11th July 2022. The Governing body member's appreciated and approved Curriculum development policy, Admission policy, Manual for learning level identification, Examination policy, Outcome based education policy, Research promotion policy, Maintenance policy, IT policy, e-Governance policy, Financial assistance to faculty and students policy, Internal quality assurance policy, Gender equity policy, Green policy, Divyangan policy.





Agenda 3:

Preparation and Submission Autonomy progress report to Karnatak University.

Resolution:

It is resolved to submit Autonomy progress report to Parent University in the month of June 2022 and make necessary arrangements for university review committee visit.

Action taken:

Autonomy progress report was submitted to Parent University in the first week of June. The University Autonomous review committee visited the college on 11th June 2022 and submitted the report.

Agenda 4:

Strategy to organize 10th graduation day of the college

Resolution:

It is resolved to organize 10th graduation day in the month of June 2022.

Action taken:

10th graduation day of the college was organised on 4th June 2022.

Agenda 5:

Plan to conduct online Faculty Development Programme in collaboration with Ramanujan college Teaching Learning centre, New Delhi.

Resolution:

It is resolved to enter MoU with Ramanujan College, New Delhi to conduct Faculty development programme in the month of July 2022.

Action taken:

College signed MoU with Ramanujan College, New Delhi and organised 15 days Refresher programme from 13th July to 27th July 2022 on "Managing Online Classes and Co-creating MOOCs 16.0".

Agenda 6:

To conduct Student Satisfaction Survey and Programme exit survey.

Resolution:

It is resolved to conduct Programme exit survey in the last week of July 2022.

Action taken:

Programme exit survey was conducted on from 8th July to 22nd July 2022 and Student Satisfaction Survey was conducted on 4th August 2022 and the report was submitted to Head of the institution.

Agenda 7:

Any other matter with the permission of chair

Resolution:

No matter was discussed





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

Proceedings of the present IQAC meeting

Agenda 2:

Strategy to distribute Faculty sponsored scholarships.

Resolution:

It is resolved to distribute faculty sponsored scholarships to students in the month of September, 2022. Further resolved to collect Rs. 3000/- from aided and Rs. 500/- from unaided interested faculty.

Agenda 3:

To Sign MoU with Mahatma Gandhi Institute for Rural Industrialization (MGIRI) for Entrepreneurship training.

Resolution:

It is resolved to sign MoU with MGIRI in the second week of August for Entrepreneurship training and industrialist Shri. Prasad Patil suggested to sign MoU TIE, Hubballi. The placement officer of the college informed to make necessary arrangements.

Agenda 4:

Plan to setup PCJ incubation center to provide Alumni sponsored seed money for Startup projects.

Resolution:

It is resolved to setup PCJ incubation center in the month of October, 2020 to provide Alumni sponsored seed money for Startup projects. The Dean, Research & Development is assigned the duty of PCJ incubation center.

Agenda 5:

To conduct even semester end examination for the academic year 2021-22

Resolution:

It is resolved to conduct semester end practical examination from second week of August and theory examination in the month of September, 2022.

Agenda 6:

Submission of Autonomous review committee report to UGC

Resolution:

It is resolved to submit autonomous review committee report to UGC in the month of August, 2022.

Agenda 7:

To discuss time line for V cycle NAAC accreditation

Resolution:

It is resolved to prepare action plan for V cycle NAAC accreditation.





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 8:

Preparation and submission of IIQA

Resolution:

It is resolved to submit IIQA in the third week of October, 2022


Agenda 9:

Any other matter with the permission of chair

Resolution:

No matter was discussed


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