



Seshadripuram Educational Trust
SESHADRIPURAM COLLEGE

Bengaluru-560020

Affiliated to Bengaluru City University

NAAC Accredited 'A' grade.

27, Nagappa Street, Seshadripuram College, Bangalore-560020

Ph: 080-22955354,

www.spmcollege.ac.in

principalspmcollege@gmail.com

Date: 5th Jul 2021

Circular

The following members are informed to be present for meeting conducted on 9th July 2021 in IQAC Room at 12:45pm.

Agenda:

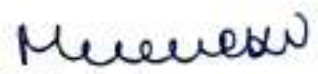
1. Submission of AQAR 2019-20
2. Requisites for AQAR 2020-21
3. Inclusion of new members to Criteria
4. Discussion on mechanism of communication of Program and Course Outcome in the Institution, Result analysis attainment measures
5. Any other Matter


IQAC Coordinator

Co-Ordinator

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SESHADRIPURAM COLLEGE

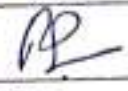
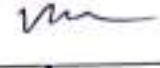
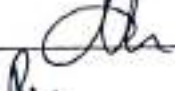
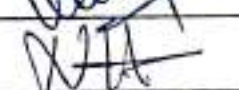
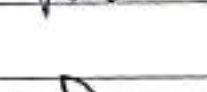
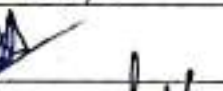
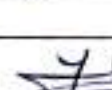
No 27 Nagappa Street, Seshadripuram
Bengaluru 560 020


Principal
Principal

Seshadripuram College
Seshadripuram, Bangalore-560 020.

SESHADRIPURAM COLLEGE

BANGALORE-20

Names	Signature
Dr. Meera H N	
Sri Raghavendra S	
Dr. Mahalakshmi	
Prof Kalanaik	
Dr. Bhargavi V R	
Dr. ChitraShashidhar	
Dr. Raji Pillai	
SmtVeena R	
DrNalini Harish	
SmtGeetha H M	
Sri Muralidharan S	
Smt Sindhu M M	
SmtRajeshwari V	
MsAnnapoorna M	
Dr Urmila Porwal	
SmtMallika D S	
SmtSavitha Bai S	
Sri Yeshwanth Kumar S	
Sri Karthika K S	

Agenda:

1. Submission of AQAR 2019-20
2. Requisites for AQAR 2020-21
3. Inclusion of new members to Criteria
4. Discussion on mechanism of communication of Program and Course Outcome in the Institution, Result analysis attainment measures
5. Any other Matter

Minutes:

1. The Principal instructed all Criterion heads to keep AQAR 2019-20 ready by the end of July to be uploaded in the portal.
2. Dr. Bhargavi gave a detailed explanation on the requisites of AQAR 20-21 which are as follows:
 - a) Understand the terminology
 - b) Clarity of metrics and key Indicators be held
 - c) Avoid repeated data collection
 - d) Collect the supporting documents simultaneously and verification to be made.
 - e) Provide hard and soft copies of the information / documents.
 - f) Provide outcome of the programs.
 - g) Submission of documents should be done month wise to facilitate easy documentation.
 - h) Innovative and Sustained programs should be conducted.
 - i) Mapping of Cross Criterion Connection should be done thoroughly.
 - j) Strengthening of Library (Digital Contents/ Digital Information) and Digital resources should also be strengthened.
 - k) It was also discussed about different means of communication of program and course outcomes in the institution and also to measure result analysis attainment measurements to assess student learning.
3. The Co-Ordinator mentioned that the data collection time frame is from August 2020 to current date for Undergraduate programs and from September 2020 to September 2021 for Postgraduate programs.
4. Review meeting date is scheduled to 29th July 2021.
5. It was decided that Student Satisfaction Survey to be administered to understand student satisfaction levels across various Institutional spheres.

Action Taken Report:

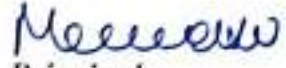
1. The 1st review was carried on from 9th September 2021 onwards and modifications were suggested by Dr. Bhargavi and the Principal.
2. Display of program outcomes in institutional website to convey the objectives of different programs and courses.
3. On 27-8-2021, AQAR 2019-20 was successfully submitted.



**IQAC Coordinator
Co-Ordinator**

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**Principal
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Date: 23rd Aug 2021

Circular

The following members are informed to be present for Virtual annual IQAC meeting conducted on 26th August in Zoom Platform at 9:30 am.

Agenda:

1. IQAC Coordinator welcomed and introduced all external members IQAC.
2. Principal emphasized the need for active stakeholder involvement in college effective functioning.
3. Principal presented accomplishments for 2020-2021 and major institutional Initiatives.
4. External expressed their views, inputs and suggestions.
5. Discussion of activities conducted during academic year 2020-21
6. Plan of action for next academic year 2021-22.
7. Discussion on strengthen mentorship Programs
8. Any other matter.

**IQAC Coordinator
Co-Ordinator**

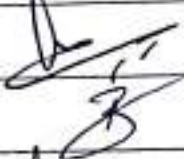
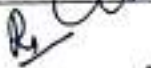
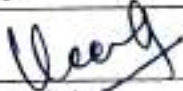
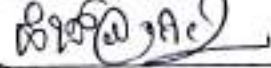
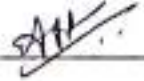
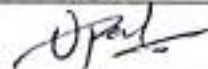
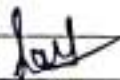
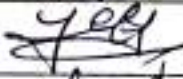
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Sri Karthika K S	

Kum. Neha Paleja	<i>Neha</i>
Kum. Nikitha Holla	<i>Nikitha</i>
Kum. Reshma	<i>Reshma</i>
Kum. Amritha N.R.	<i>Amritha</i>
Vishnu Sharma	<i>Vishnu</i>

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Proceedings of the meeting:

1. Dr. Meera H N, Principal, Seshadripuram College, read the detailed report of activities conducted during the previous academic year and various key achievement of the academic year 2020-2021.
2. Sri. Raghavendra S, IQAC co-ordinator presented plan of action for the academic year 2021-2022 with major highlights such as
 - The College plans to conduct a 2 day national level seminar in association with NAAC on 2nd and 3rd Sept 2021 with the theme "Internalizing and Institutionalizing Quality in higher education Institution.
 - The College is also conducting an International Conference during the month of October on the theme "Metamorphosis as a phenomenon in business technology language and literature-Solidarity issues".
 - PG Department of Commerce and Management plans to conduct HR Conclave, CSR and Social Productivity Conclave, Workshop on unleashing the United Nations Sustainable Development goals.
 - Time frame for the preparation of AQAR for the year 2020-2021 and SSR to be submitted during February 2022.
 - The stakeholders responses were collected which will be utilized in designing the plan of action during the academic year 2021-2022.

3. Strengthen mentorship initiatives to support academic, Career needs among students.

Following inputs were provided student representatives and external members.

Suggestions from Smt. Chitra Venkatesh, Secretary, Kumara Park West Resident Welfare Association.

1. Students active engagement with local community activity was well appreciated.
2. The resident welfare association shall continue to extend all support to ensure effective student learning.
3. Smt. Chitra said she shall come with new ideas in the next meeting.

Suggestions from Sri. Bharath Srinivas:

1. Sri. Bharath suggested that value added extension programs and initiatives can further contribute towards knowledge enhancement.
2. The role active students involvement towards institutional progress reemphasized.
3. The industry academia gap can be bridged through conduction of Internship and field visits.
4. Value education for ethical student learning was mentioned.
5. Practical learning exposure for better student learning be provided to improve student higher employable skills.

Suggestion from Pratik Sanghvi:

1. Sri. Prathik suggested on certificate courses can strengthen domain based student learning as per students interests.
2. The extra-curricular and co curricular learning mentioned the role in student progress. The role of the institution in this regards was well appreciated.
3. The institution efforts to ensure systematic functioning during the Pandemic times to enable sustained student learning was mentioned note worth.
4. Prathik also took reference to campus corporate tie ups to bridge learning gaps and further improve employable skills among students.

Suggestions from Post-Graduation Students:

1. Students were happy with the learning experience during testing times with blended learning initiatives as per government directives.
2. The college role in creation of awareness as well as vaccination drives were found highly beneficial.
3. The need for further strengthening of internship and field visits could enhance student effective learning.

Suggestions from Under Graduate Students

1. Students expressed happiness about the extension services and learning experiences provided by the institution during the Pandemic time.
2. They also said that the internship learning can enable better practical student learning and also mentioned the role of college Internship committee and how it has contributed to their holistic learning.
3. The certificate courses can further be extended to cater diverse student learning needs.

Action taken report:

1..The college organized 2-day national level seminar in association with NAAC on 2nd and 3rd Sept 2021 with the theme "Internalizing and Institutionalizing Quality in higher education Institution" in association with.

2.The college also organized 3-day International Multi-disciplinary conference in association with conference committee and IQAC on 27th, 28th and 29th of October 2021 with the theme "Metamorphosis as a phenomenon in business technology language and literature-Solidarity issues",

4. The mentor mentee ratio was reduced for the academic year 2020-21 due to appointment of new faculties.

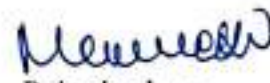
5. The college Internship committee has made efforts to provide projects to enable practical learning experience. The progress of AQAR 2020-21 was reviewed.

7. The student satisfaction Survey was administered to all students of the campus of both Under Graduate and Post Graduation Departments and response was received by 1154 UG Students and 55 PG Students to understand satisfaction across all sphere. The observations of the SSS is conveyed to department heads who in-turn shall communicate to their faculties



IQAC Coordinator
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Date: 16th Oct 2021

Circular

The following IQAC members and Forum Convenors are informed to be present for meeting conducted on 19th October 2021 in room 002 Next to Principal Chamber at 12:45pm.

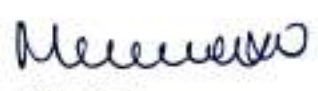
Agenda

1. Discussion on Presentation of Perspective Plans of departments by HODs
2. Formulation of Internal Board of Studies
3. Discussion on Effective Curriculum Delivery through a well-Planned and Documented Process
4. Discussion on Systematic continuous Evaluation Process
5. Discussion on add on/ Certificate Courses to be offered during the Year to ensure effective student learning
6. Presentation of perspective plans from Forum Convenors.
7. Discussion about infrastructure and quality enhancement programs
8. Discussion about upscale of ICT enabled classrooms to effective classroom delivery.
9. Discussion on results of various programs and its courses
10. Plan for Improving results
11. Discussion on Research Publication
12. Review of strategic perspective plan inorder to map to achievements and gaps followed by taking suitable actions.
13. Any other Matters


IQAC Co-ordinator

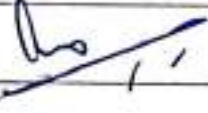
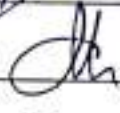
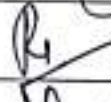
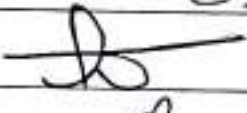
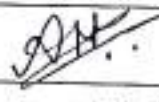
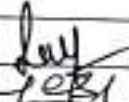
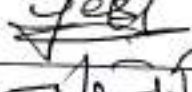
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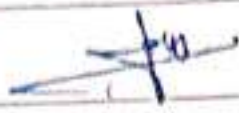
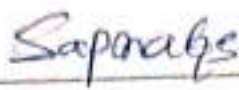
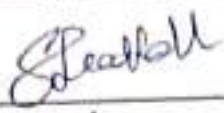
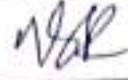
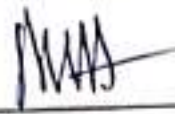
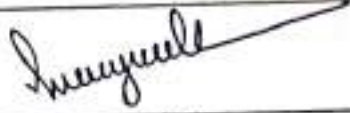
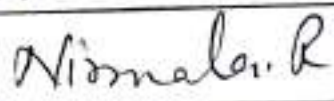
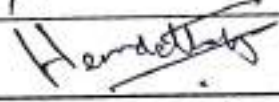
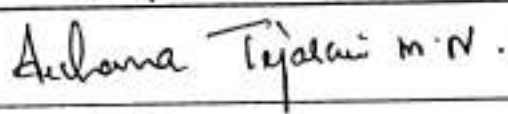
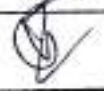
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Principal

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Sri Yeshwanth Kumar S	
Sri Karthika K S	

Sri Lokesha	
Smt Vinutha.B	
Dr Sharmila.S	-
Dr. Sapna G.S.	
Smt. Shobha.U	
Smt. Varshini S.K.	
Sri Manjunath.H	
Sri Prasad M.L	
Smt. Manjula. S	
Sri. Shridhar N.M.	
Smt. Dhakshitha B.K	
Smt. Nirmala.R	
Smt Ashaswini V	
Smt HemaLatha K.J	
Smt Archana Tejaswi	
Smt Annapoorna M	
Smt Krithika Raj	
Sri Bharath.C	

IQAC Meeting with HODs and Convenors

Agenda:

1. Discussion on Presentation of Perspective Plans of departments by HODs
2. Formulation of Internal Board of Studies
3. Discussion on Effective Curriculum Delivery through a well-Planned and Documented Process
4. Discussion on Systematic continuous Evaluation Process
5. Discussion on add on/ Certificate Courses to be offered during the Year to ensure effective student learning
6. Presentation of perspective plans from Forum Convenors.
7. Discussion about infrastructure and quality enhancement programs
8. Discussion about upscale of ICT enabled classrooms to effective classroom delivery.
9. Discussion on results of various programs and its courses
10. Plan for Improving results
11. Discussion on Research Publication
12. Review of strategic perspective plan in order to map to achievements and gaps followed by taking suitable actions.
13. Any other Matters

Minutes:

1. Heads of all department briefly outlined the various activities for the semester. Several new and innovative initiatives were presented by heads of department.
2. To maintain and monitor Quality across various academic spheres Internal Board of Studies was formulated through inclusion of Senior Faculty Members of the Institution.
3. Discussion on Effective curriculum delivery through a well-planned and documented process to ensure holistic student learning was discussed. Further it was also instructed that the documentation process in this regards be maintained through follow up with lesson plans and preparation of work dairies for periodic monitoring of work completion.
4. It was discussed on the systematic Internal evaluation process to assess student learning through conduction of 2 tests providing assignments, presentations to understand effective student academic progress.
5. Internal board of Studies suggested various add on and certificate courses that could be offered to support advanced students learning and bridge Industry academia gaps.
6. To comprehend the learning needs of students it was decided that during the ODD Semester Institution will mostly offer Certificate courses and even semester shall focus on add on courses
7. Convenors of forums proposed to organize various programs during upcoming months of Semester under their respective ethos.
8. The major events and Initiatives of the Institution to be conducted.
9. The results were discussed with IQAC members and efforts to be made for improvement of results were collated. HOI instructed the team that program and course outcomes measurement to be taken up immediately to better determine students learning levels.
10. Principal instructed to make necessary preparation to ensure effective academic functioning despite challenges presented due to Covid-19 Pandemic and ensure holistic student learning and good results.
11. The inclusion of blended learning technique during testing time and even apart to cater to

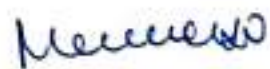
- diverse student learning was emphasized and found pivotal during the discussion.
12. Conduction of Inter class Competition by Commerce and Management Department and Forum, BCA Department.
 13. It was also discussed to make use of available ICT facilities among faculties and also further improve ICT facilities to facilitate enhanced student learning. It was deliberated in IQAC to enhance digital resources for remote access through library and Information Centre. The faculties must further make use of Institutional rich Knowledge Infrastructure resources to support effective academic rendition.
 14. Guest Lectures to be organized.
 15. HOI instructed all HOD's to inform faculties to focus towards Quality research publication to ensure continuous faculty learning.
 16. Strategic Perspective plan was discussed to assess institutional progress across various spheres and further frame plans.

Action Taken:

1. Ambedkar Study Centre conducted Quiz, Poster making event and Panel Discussion as a part of Celebration of Constitution Day during the month of November 2021.
2. Innovative events were organised a part of Interclass competition organised by Department of Commerce and Management and Lakshya- Commerce and Management Forum through Spotlight events from 16th to 24th November 2021.
3. Guest Lecture was organised by Department of Computer Science on cyber security and ethical hacking by department of computer science on 25th and 25th November 2021.
4. IQAC and Conference Committee conducted a National Seminar in association with ICSSR on 7th, 8th and 9th October 2021.
5. Colours week was celebrated between 29th November to 4th December 2021.
6. Awareness program was conducted by POSH committee to create awareness among students.
7. Available ICT facilities is optimally utilized to ensure continuous learning experience through blended learning.
7. Inter class Quiz, Poster presentation and Panel Discussion by Ambedkar Study Centre in association with IQAC of the college during the month of November 2021.
8. Strategic perspective plan is used as a blue print to understand institutional progress across various spheres.
9. Inter class Competition by BCA Department during December


IQAC Coordinator

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Date: 05th Nov 2021

Circular

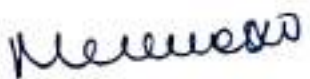
The following members are informed to be present for meeting on 8th November 2021 conducted in Principal Chamber at 1:15 pm.

Agenda:

1. Discussion on status of AQAR documentation by all Criteria heads.
2. Announcement of new criteria head for Criteria -2.
3. Discussion on add on and Certificate course
4. Information to refer SOP guidelines for documentation.
5. Discussion to mobilize funds for various initiatives across the Institution.
6. Discussion on establishing functional Language Labs
7. Any other Matter


IQAC Coordinator
Co-Ordinator

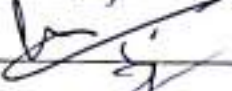
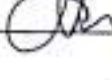
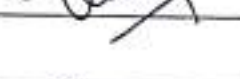
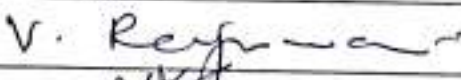
INTERNAL QUALITY ASSURANCE CELL
SESHADRIPURAM COLLEGE
No 27 Nagappa Street, Seshadripuram
Bengaluru - 560 020



Principal
Principal

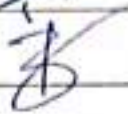
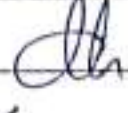
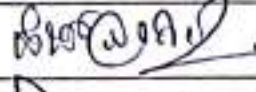
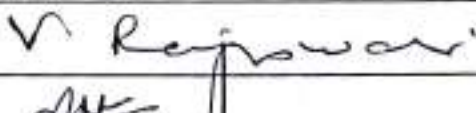
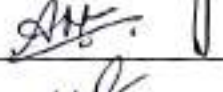
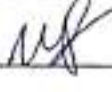
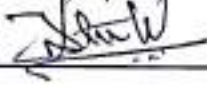
Seshadripuram College
Seshadripuram, Bangalore-560 020.

SESHADRIPURAM COLLEGE
BANGALORE-20

Names	Signature
Dr. Meera H N	
Sri Raghavendra S	
Prof Kalanaik	
Dr. Bhargavi V R	
Dr. ChitraShashidhar	
Dr. Raji Pillai	
SmtVeena R	
DrNalini Harish	
SmtGeetha H M	
Sri Muralidharan S	
Smt Sindhu M M	
SmtRajeshwari V	
MsAnnapoorna M	
Dr Urmila Porwal	
SmtMallika D S	
SmtSavitha Bai S	
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Sri Karthika K S	

SESHADRIPURAM COLLEGE

BANGALORE-20

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MsAnnapoorna M	
Dr Urmila Porwal	
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Sri Yeshwanth Kumar S	
Sri Karthika K S	

IQAC Meeting with members

Agenda:

- 1. Discussion on status of AQAR documentation by all Criteria heads.**
- 2. Announcement of new criteria head for Criteria -2.**
- 3. Discussion on add on and Certificate course**
- 4. Information to refer SOP guidelines for documentation.**
- 5. Discussion to mobilize funds for various initiatives across the Institution.**
- 6. Discussion on establishing functional Language Labs**
- 7. Any other Matter**

Proceedings of the meeting:

1. Principal announced the date for submission of 2021 AQAR documents on 11th November 2021 to all Criteria heads.
2. Smt Navitha Kushal from Commerce and Management department was appointed as new Criteria head for Criterion-2.
3. In Continuation with previous meeting, discussion was taken up on the conduction/ monitoring and progress of Add on and Certificate Courses offered by the Institution to ensure its Quality academic delivery.
4. The role of mentor mentee groups in holistic student learning and progress was discussed.
5. It was discussed to mobilize funds to conduct various initiatives across the institution spheres to ensure stakeholder participation.
6. Principal informed all to refer new Standard Operating Procedure (SOP) for documentation.
7. Principal took report from each criteria head about 2020-2021 completion status.
8. Discussion about the best practices in Criteria-7 was undertaken.
9. Principal has instructed the language department to establish functional language labs.

Action taken report:

1. All criteria heads submitted the documents as per the scheduled date for submission.
2. Smt. Navitha Kushal, has taken charge as new criteria head for Criterion-2, 2020-2021. Work assigned to existing members of Criterion-2.
3. All Criterion heads started with document collection as per new SOP.
4. Based on suggestion provided by the Internal BOS the various courses were offered across different programs during the academic Year.
5. The proposed language labs initiatives are found to not shape up during the academic year 2020-21 due the continuous disruption due to Covid-19 Pandemic. Hence this initiative is to be taken during the next academic year.



**IQAC Coordinator
Co-Ordinator**

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SESHADRI COLLEGE
No. 27, New Road, Seshadripuram
Bangalore - 560 020



**Principal
Principal**

**Seshadri College
Seshadripuram, Bangalore - 560 020,**



Seshadripuram Educational Trust
SESHADRIPURAM COLLEGE

Bengaluru-560020

Affiliated to Bengaluru City University

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Date: 15th Nov 2021

Circular

The following members are informed to be present for meeting conducted on 18th November 2021 in Principal Chamber at 12:45pm.

IQAC Meeting with Criteria Heads

Agenda:

1. Cross verification of documents collected for AQAR report of all the criteria.
2. Any other Matter

IQAC Coordinator
Co-Ordinator

INTERNAL QUALITY ASSURANCE CELL
SESHADRIPURAM COLLEGE
No 27 Nagappa

Principal

Principal
Seshadripuram College
Seshadripuram, Bangalore-560 020.

Agenda:

1. Discussion on Documentation collected for AQAR report of all the criteria.
2. Any other Matter

Minutes of Meeting:

1. Criteria wise status of work completion was reported to the chairperson and suggestions were mentioned.
2. IQAC members were asked for suggestion regarding Quality Assurance Initiatives to be taken up by Institution
3. Criteria 1
 - Pending document status was updated
 - Feedback process status was reviewed
3. Criteria 2
 - Systematic Internals exams grievance documentation to be maintained to ensure timely students support.
 - Separate online and offline mechanism need to be mentioned along with minutes.
4. Criteria 3
 - Rewrite the content of Innovative eco system.
5. Criteria 4
 - Status of pending documents was discussed.
6. Criteria 5
 - Students appearing for exams and pass percentage details need to be collected.
 - Documents of Scholarship from government agencies need to be collected.
7. Criteria 6
 - Preparation for Academic and Administrative Audit and case study on decentralization to be prepared.
8. Criteria 7
 - Disabled friendly facilities to be strengthened.

Criteria in charges are informed to complete all pending work and fill the details in criteria format. Details to be submitted by 23rd November 2021 in soft copy.

9. The various Quality initiatives were discussed among the members to be taken up in the coming days.

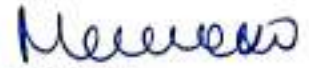
Action taken report:

1. Curricular Feedback were taken from stake holders to assess effective teaching learning practice in the institution.
2. Internal exams grievance documents from Criterion-2 is in progress and concerned documents of online and offline mechanisms are under review.
3. Quality initiatives aimed to promote Quality culture is to conducted through meaningful sessions.
4. Details of students appeared and passed in competitive examinations were collected from Criterion. Further it was also suggested that these students can be called for alumni Interactions to motivate present student groups in this regards.



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Date: 17th Dec 2021

Circular

The following members are informed to be present for meeting conducted on 20th December 2021 in Principal Chamber at 12:45pm.

IQAC Meeting with Criteria Heads

Agenda:

1. Inclusion of Data upto December 2020-2021 for AQAR.
2. Early completion of AQAR and presentation of the same before Governing Council Meeting).
3. Discussion on sustainable environmental practices in the Institution.
4. Discussion on support to differently abled persons movement presence in the Institution.
5. Discussion on NEP
6. Formation of Student Council
7. Any Other Matter

IQAC Coordinator
Co-Ordinator

INTERNAL QUALITY ASSURANCE CELL
SESHADRIPURAM COLLEGE

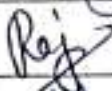
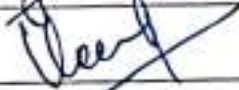
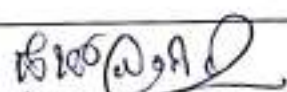
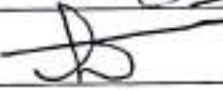
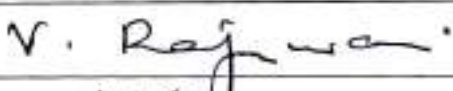
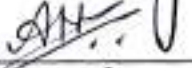
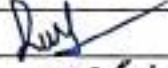
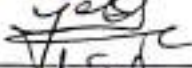
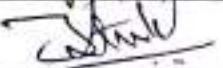
No 27, Nagappa Street, Seshadripuram
Bangalore- 560 020

Principal
Principal

Seshadripuram College
Seshadripuram, Bangalore-560 020.

SESHADRIPURAM COLLEGE

BANGALORE-20

Names	Signature
Dr. Meera H N	
Sri Raghavendra S	
Dr. Mahalakshmi	
Prof Kalanaik	
Dr. Bhargavi V R	
Dr. ChitraShashidhar	
Dr. Raji Pillai	
SmtVeena R	
DrNalini Harish	
SmtGeetha H M	
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Dr Urmila Porwal	
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SmtSavitha Bai S	
Sri Yeshwanth Kumar S	
Sri Karthika K S	

Agenda:

1. Inclusion of Data upto December 2020-2021 for AQAR.
2. Early completion of AQAR and presentation of the same before Governing Council Meeting).
3. Discussion on sustainable environmental practices in the Institution.
4. Discussion on support to differently abled persons movement presence in the Institution.
5. Discussion on NEP
6. Formation of Student Council
7. Any Other Matter

Proceedings of the Meeting:

1. Criteria In charge's were informed by the Chairperson to include data for 3 additional months data for the month of ie- October, November, December 2021.
2. The HOI also instructed IQAC Team to complete the AQAR process and present the report before the Governing Council Meeting.
3. Institution has plans to include vertical gardening to improve campus ambience along with contribution to ecology.
4. The various environmental Initiatives were discussed and efforts to be made in coming days in this regards.
5. Tactile path is to be laid in the institution to facilitate specially abled persons in the campus.
6. Discussion on the National Education Policy and its implementation mechanism was taken up
7. Student Council was formed through conduction of election through Class representatives. Institution is happy to have students as Participants across various spheres of Institutional functioning.
8. Discussion was also taken up the NEP preparations to be made and HOI and Director PG Studies instructed to all departments to begin all preparations in this regards. Further Workshop/ Seminar was also suggested to be conducted by the Institution for faculties in the-coming-days.

Action Taken Report:

1. All Criteria In-charge have collated the data for additional 3 months to ensure Data completion to ensure AQAR submission at the earliest.
2. Institutional faculties shall and have been provided opportunity to attend NEP Workshops and Seminars to understand various inclusions of the Policy.



IQAC Coordinator
Co-Ordinator

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Post Graduate Department of Commerce and Management

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Date: 24/01/2022

CIRCULAR

IQAC is conducting a meeting with criteria in charges. All IQAC members are informed to attend the meeting at 12.30 p.m. in IQAC room.

Agenda:

1. To discuss on AQAR 2021.
2. Culmination of final draft submission date of all criteria documents.


IQAC Coordinator

Co-Ordinator
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SESHADRIPURAM COLLEGE
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Seshadripuram, Bangalore-560 020.



Seshadripuram Educational Trust
Seshadripuram College, Bengaluru-560020

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NAAC Accredited Grade 'A'

Sl No	Names	Signature
1	Dr Meera.H.N.	
2	Dr Priyadarshini N	
3	Dr.Bhargavi.V.R	
4	Prof. S.Kalanaik	
5	Prof. Veena. R	
6	Smt. Geetha.H.M	
7	Dr. Sapna. G.S	
8	Prof. Muralidharan	
9	Sri. Karthik.K.S	
10	Sri. Yeshwanth Kumar. S	
11	Smt. Savitha Bai	
12	Dr. Chitra Shashidhar	
13	Smt. Mallika.D.S,	
14	Ms. Annapoorna. M	
15	Smt. Sindhu M.M.,	
16	Smt. Rajeshwari.V	
17	Smt Navitha Kushal	
18	Smt. Ashashwini	
19	Sri. Lokesha	
20	Smt. Varshini.S.K	

Date : 24/01/2022

Time:12.30PM

Venue: IQAC ROOM

IQAC Meeting with Criteria Heads

Agenda:

1. To discuss on AQAR 2021.
2. Culmination of final draft submission date of all criteria documents.

Minutes Of Meeting:

1. Status of documentation and its changes incorporated was discussed.
2. Time bound task completion was emphasized.
3. IIQA submission date as per the latest notification is 15th April 2022 and necessary preparations to be made accordingly.
4. Timelines for first draft of SSR to be finalized by 2nd week of March.

Action taken report:

- Submission status was monitored with suggested changes for further progress and completion.



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Date: 02/02/2022

CIRCULAR

IQAC is conducting a meeting with criteria in charges. All staff members are informed to attend the meeting at 12.30 p.m. in Seminar hall.

Agenda:

1. Discussion on submission of AQAR 2021 and SSR
2. Any other matters.


IQAC Coordinator

Co-Ordinator
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16	Smt. Rajeshwari.V	
17	Smt Navitha Kushal	
18	Smt. Ashashwini	
19	Sri. Lokesha	
20	Smt. Varshini.S.K	

Date : 02/02/2022

Time:12.30PM

Venue: Seminar Hall

IQAC meeting with all staff members

Agenda:

1. Discussion on submission of AQAR 2021 and SSR
2. Any other matters.

Minutes Of Meeting:

1. Dr. Meera HN instructed all the criteria in charges to cross check hard and soft copy progress of documentation for AQAR 2020-21.
2. Discussion on preparation of SSR and its timelines.
 - The proposed IQA and SSR submission dates were finalized
3. For speedy completion of IQAC work, composition was restructured:-

IQAC Work allotment 2021-22

Criterion Details

Incharge

NAAC Coordinators

:

Dr Bhargavi V R

Dr Raji Pillai

IQAC Coordinator (2021-22 onwards)

:

Mrs Priyadarshini N

Deputy IQAC Coordinators

:

Mrs Mallika D S

Mrs Sindhu M M

Documentation

:

					Mrs Rajeshwari
					Mrs Geetha H M
					Mr Goutham S
					Mr Bharath B
Technical Support	:				Mrs Veena R
					Mrs Soumya
					Mr Raghuveer
Criterion 1					
Convenor	:				Prof Kalanaik
					Mrs Divyashree
Report Incharge		UG			Mrs Vinutha
		PG			Mr Swaroop R
					Mrs Poornima K
Documentation	:				Mr Bharath C
					Mr Sudarshan
Criterion 2					
Convenor	:				Mrs Navitha Kusal
					Ms Mangala
Report Incharge		UG			Mrs Hemalatha K J
					Ms Smriti
		PG			Mr Prasad M L
					Mrs Archana Tejaswi M N
					Mrs Sujatha P V
Documentation	:				Mrs Varshini S K
					Ms Kavitha G
					Mr Girish

Criterion 3

Convenor

: Mrs Ashashwini V

UG Mrs Manjula S

Report Incharge

PG Dr Fatin

Mrs Dakshitha Gowda

Documentation

: Mr Manjunath H

Mrs Vanaja K S

Criterion 4

Convenor

: Dr Sapna G S

Mrs Veena R

Report Incharge

UG Mrs Nirmala

Dr Poornima D

Documentation

PG Mr Mukund V Koushik

Mr Yeshwanth

: Ms Ramya C

Criterion 5

Convenor

: Mr Loksha

Mrs Shruthi C

Report Incharge

UG Mrs Anusha

PG Ms Reshma

Mrs Ashwini

Documentation

: Mr Sridhar N M

Dr Maheshwari

Criterion 6

Convenor

: Ms Annapoorna M

Mrs Krithika Raj

Report Incharge

: Mrs Hemalatha P

Dr Urmila Porwal

Documentation

: Mrs Shobha U

Ms Reshma

Criterion 7

Convenor	:	Dr Chithra Shashidhar Dr Sharmila S
Report Incharge	:	Mr Muralidharan S Mr Pruthvi Dr Narasimha Murthy
Documentation	:	Mrs Vinaya R
Language Review	:	Ms Geetha K
Infrastructure	:	Mrs Savitha Bai Ms Devika Mr Karthik K S Mrs Shruthi (Sports)
Verification of Day today updates	:	Mrs Savitha Bai Dr Raji Pillai Ms Jyotsna
Reports Formating	:	Mrs Syeeda Ms Sowmya Mr Bharath C
Website	:	Mrs Narayani Mr Amol Jagtap

4. Principal instructed all to maintain a work done statement for each day with date , timings, and criteria in charges signatures.
5. It was also said that AQAR 2020-21 to be completed, uploaded, verified by Sri.Raghavendra S.
6. Dr. Bhargavi V.R , Director, PG discussed about the preparation and time schedules in detail.
7. Mapping different previous AQAR formats on priority.

8. The review work was discussed as follows:-

Years	Deadlines	Review date
2016-17	4 th Feb-7 th Feb 2022	8 th Feb 2022
2017-18	9 th Feb-17 th Feb 2022	18 th Feb 2022
2018-19	19 th Feb- 25 th	26 th Feb 2022

Action taken report:-

1. All the criteria in charges allocated the work to their members as per the discussion.
2. Work done statement was prepared by each of the faculty members.


IQAC Coordinator

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Date : 04/02/2022

CIRCULAR

IQAC is conducting a meeting with criteria in charges. All IQAC members are informed to attend the meeting at 12.30 p.m. in IQAC Room on 5th February 2022.

Agenda:

1. Discussion of roles and responsibility of NAAC co-ordinators, IQAC co-ordinator, deputy IQAC co-ordinators.
2. To discuss upon the procedure to be followed by the documentation team.
3. To instruct the criteria in charges to plan and allot the work as per the new AQAR.


IQAC Coordinator

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18	Smt. Ashashwini	
19	Sri. Lokesha	
20	Smt. Varshini.S.K	

Date : 05/02/2022

Time:- 1 p.m.

Venue: IQAC Room

IQAC meeting with criteria heads and core committee.

Agenda:

1. Discussion of roles and responsibility of NAAC co-ordinators, IQAC co-ordinator, deputy IQAC co-ordinators.
2. To discuss upon the procedure to be followed by the documentation team.
3. To instruct the criteria in charges to plan and allot the work as per the new AQAR.

Minutes Of Meeting:

1. Dr. Meera H N, principal, commenced the meeting by explaining the roles of NAAC co-ordinators, IQAC co-ordinator and deputy IQAC co-ordinators.
NAAC co-ordinators : Responsible to look at the progress of work for the entire NAAC process.
IQAC co-ordinator : Responsible to give write-ups for all the QLM question from all the criterias.
Deputy IQAC co-ordinators: Responsible to assist the IQAC co-ordinator in the work allotted to IQAC co-ordinator.
2. It was also said that the documentation team will be completely responsible to do strict check of all the documents that comes for verification.
3. The criteria in charges were instructed to map the old metrics to the new AQAR format and for reference soft copies of all AQAR of all the years to be shared by Dr. Raji Pillai, NAAC co-ordinator.
4. The criteria in charges was also informed to keep day wise track of work allotted to their members and same to be reported daily to NAAC co-ordinator Dr. Raji Pillai

Action taken report:-

1. New AQAR format was shared by the NAAC co-ordinator and the same was referred by all the staff members to work on future reports.
2. All criteria heads submitted the details of Mapped metrics as per new AQAR format.
3. Daily entry for the tasks completed as per the requirement was entered in registered by criteria heads.


IQAC Coordinator

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Date:10/02/2022

CIRCULAR

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy coordinator all Criteria Heads and Documentation team at 12.30 p.m in Principal Room.

Agenda:

1. To discuss about the queries criteria wise.
2. To give information to the technical team about the formatting.
3. Planning to invite Resource person to orient about NAAC documentation.


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3	Dr.Bhargavi.V.R	
4	Prof. S.Kalanaik	
5	Prof. Veena. R	
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8	Prof. Muralidharan	
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17	Smt Navitha Kushal	
18	Smt. Ashashwini	
19	Sri. Loksha	
20	Smt. Varshini.S.K	

Date:10/02/2022

Time: 12.30 p.m.

Venue: Principal Room

**IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy coordinator
all Criteria Heads and Documentation team.**

Agenda:

1. To discuss about the queries criteria wise.
2. To give information to the technical team about the formatting.
3. Planning to invite Resource person to orient about NAAC documentation.

Minutes Of Meeting:

1. Dr. Meera H N, Principal provided information and clarified about the different queries with regards to criteria wise questions.
2. The Principal gave insights about new AQAR format of 2020-21 and explained the requirements to be fulfilled.
3. The Coordinator informed that documents (soft and hard copy) should be merged and link will be uploaded for the same.
4. The cover page should be made for all the previous reports.
5. While collecting the documents from all the criteria SOP should be considered.

Action taken report:

- Friday 11th Feb 2022 is the last date to send the updated documents to the technical team.
- All the members discussed about the new AQAR format of 2020-21 and read the SOP for the same.



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Date:12/02/2022

CIRCULAR

Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team at 12.45 p.m. in IQAC Room.

Agenda:

1. Complete the urgently required documents.
2. Deadline given for qualitative data for last 5years.
3. To follow SSR, SOP for 5years AQAR.


IQAC Coordinator

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18	Smt. Ashashwini	
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Date:12/02/2022

Time: 12.30 p.m.

Venue: Principal Room

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team.

Agenda:

1. Complete the urgently required documents.
2. Deadline given for qualitative data for last 5years.
3. To follow SSR, SOP for 5years AQAR.

Minutes Of Meeting:

1. Dr.Bhargavi V R, Director, Post Graduate department of Commerce & Management, informed about the immediate required documents.
2. Deadline given for the qualitative data templates column wise for 5 years is 14th and 15th Feb 2021
3. The Criteria Qualitative questions were listed below,
 - C1 – QLM 3 questions
 - C2 – QLM 7 questions
 - C3 – QLM 2 questions
 - C4 – QLM 5 questions
 - C5 – QLM 2 questions
 - C6 – QLM 10 questions
 - C7 – QLM 7 questions15th Feb 2021 at 2.00pm is the deadline for all the criteria.

4. For all the documents SSR, SOP were followed

Action taken report:

- Received all the documents within the deadline 15th Feb 2021.
- All the documents were collected as per the SOP.



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Date : 26/02/2022

CIRCULAR

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team in IQAC Room.

Agenda:

1. List out the questions to ask with Resource person.
2. Doubts related to QLM and QNM questions.


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Date : 26/02/2022

Time: 12.30 p.m.

Venue: IQAC ROOM

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team.

Agenda:

- 1. List out the questions to ask with Resource person.**
- 2. Doubts related to QLM and QNM questions.**

Minutes Of Meeting:

1. The Principal informed all the criteria heads to list out the questions to ask with resource person.
2. IQAC coordinator intimated the criteria heads to map the common question which is not to be repeated with all the criteria.
3. Clarified the doubts criteria wise QLM and QNM questions.
4. Informed the criteria heads, before the finalizing the documents consult the documentation team and proceed.

Action taken report:

- Resource person clarified all the doubts related to preparation and creation of documents and how it has to be presented.
- Documents will be as per the SOP and SSR format should be finalized.



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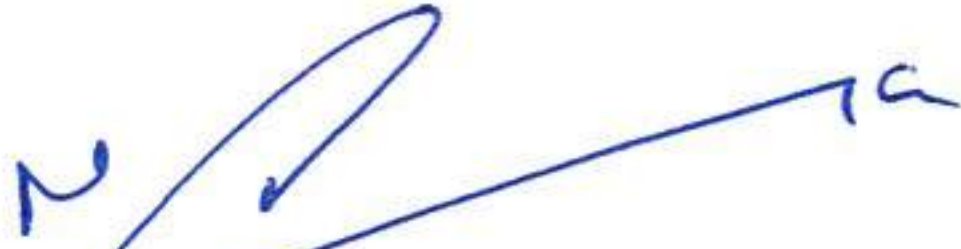
Date:15/03/2022

CIRCULAR

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team in IQAC Room at 12.45 p.m.

Agenda:

1. Updation of AQAR 2020-2021 documents.
2. Criteria wise Program details as per the timeline.


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Date:15/03/2022

Time: 12.45 p.m.

Venue: IQAC Room

IQAC Meeting with Principal, NAAC coordinator, IQAC coordinator & Deputy Coordinator all Criteria Heads and Documentation team

Agenda:

1. Updation of AQAR 2020-2021 documents.
2. Criteria wise Program details as per the timeline.

Minutes Of Meeting:

1. The Principal, informed all the criteria heads to follow up the Minutes of Minutes from University/ Academic Council/ BOS for creating the documents.
2. All the questions should come through IQAC meeting minutes then it will be finalized.
3. Review of questions should be done before finalizing the documents.
4. All criteria should provide the program details as per short, medium and long term for future planning.

Action taken report:

- 1) All criteria heads provided the details as per the requirement.



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Date: 13/04/2022

CIRCULAR

IQAC is conducting a meeting with criteria in charges and core committee. All IQAC members are informed to attend the meeting at 12.30 p.m. in IQAC Room.

Agenda:

1. Status updates of Self study report
2. Gaps identification report by criteria heads
3. Timelines for SSR
4. Allotment of work


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20	Smt. Varshini.S.K	

Date: 13/04/2022

Time: 12.30 p.m.

Venue: IQAC ROOM

IQAC meeting with criteria heads and core committee.

Agenda:

1. Status updates of Self study report
2. Gaps identification report by criteria heads
3. Timelines for SSR
4. Allotment of work

Minutes Of Meeting:

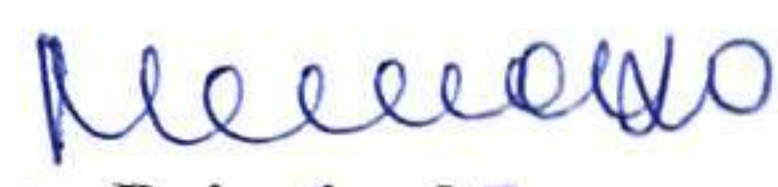
- 1) Head of the institution requested for gaps identification from criteria heads, for which a separate meeting to be scheduled.
- 2) All the criteria heads are informed to work on perspective plan year wise and to focus on threshold areas.
- 3) Academic year from June 2021 to May 2022 to be included for submission of IIQA.
- 4) For preparation of SSR separate teams to be created.
AQAR 2021-22 – Dr. Rajipillai & Smt Mallika (for writing part)
Documentation in-charge- Dr. Geetha H M
SSR- Smt. Priyadarshini , Smt. Sindhu M M
Documentation in-charge- Smt.Rajeshwari V
- 5) Preparation of IIQA should be in part with New National education policy,
- 6) Existing policies to be reviewed and new policies to be added for 2021-22.
- 7) It was decided to conduct meeting with registered body on 23rd March 2022.

Action taken report:

- The criteria heads have allotted the SSR related work to their members and the work is in progress.
- As discussed IQAC successfully conducted meeting with registered body as on 23rd March 2022.


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Date: 29/04/2022

CIRCULAR

IQAC is conducting a meeting with criteria in charges. All IQAC members are informed to attend the meeting at 3 p.m. in principal room

Agenda:

- 1) Status of documents collection.


IQAC Coordinator

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Date: 29/04/2022

Time: 3 p.m.

Venue: PRINCIPAL ROOM

IQAC meeting with criteria heads.

Agenda:

- 1) Status of documents collection.

Minutes:

- 1) IQAC co-ordinator requested to give status of documents verified with documentation committee.
- 2) Smt. Geetha H M, documentation in-charge reported the status of documents verified as on date.
- 3) Timelines was re-scheduled and it was been instructed to complete the work as per the timelines.
- 4) New policies which is required to be added for 2021-22 was collected by IQAC co-ordinator.

Action taken report:

- 1) The documents collected by each of the members was been verified with documentation committee and the same is been recorded.



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Date: 06/05/2022

CIRCULAR

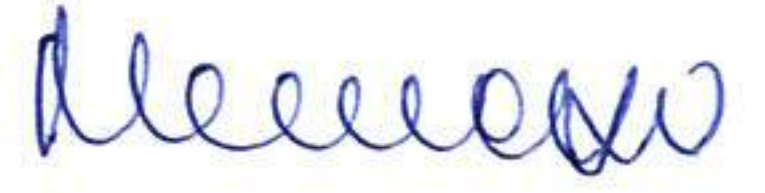
IQAC is conducting meeting with external members All IQAC members are informed to attend the meeting in Principal's chamber at 10 A.M.

Agenda:

- 1) AQAR 2020-2021 and SSR status discussion.
- 2) Perspective Plan.
- 3) Any other matters.


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Date: 06/05/2022

Time: 10 a.m.

Venue: PRINCIPAL ROOM

IQAC meeting with External Members.

Agenda:

- 1) AQAR 2020-2021 and SSR status discussion.**
- 2) Perspective Plan.**
- 3) Any other matters.**

Minutes of meeting:

1. Head of the institution welcomed all for the external meeting.
2. IQAC co-ordinator Mrs. Priyadarshini presented the status of AQAR 2020-2021 and Self-Study Report and it was been informed the completion of AQAR 2020-21. And also informed that more than 50% of SSR is prepared.
3. Dr. Bhargavi V R, Director, PG Department updated the status of AQAR & SSR of 4th cycle.
 - It was been informed that the related work is progressing based on the principle of decentralization.
 - Focus is upon outcome based education.
 - Drafting strategic perspective plan.
4. IQAC co-ordinator presented the perspective plan for the year.
5. Sri W.D Ashok , Trustee, Seshadripuram Educational Trust, spoke about:-
 - The importance of criteria incharge contribution, appreciated that the college's ability to meet students expectation.
 - It was also pointed that UG and PG bifurcation was emphasized on outcome based education.

- The criteria heads was asked to brief on their criterion work and populated the importance of all criterions.
 - Discussed on the best practices of Seshadripuram Educational Trust.
 - Also it was suggested to go for tieups with MHRD.
6. Dr. Vijay R emphasized on scholarship for BPL students, in addition Dr. Bhargavi V.R. emphasized on scholarships and freeships available and supported from institution like Bayer's Scholarship.
 7. Sri. Venkat Spoke about the accessibility of alumni and the contribution to academics, sports, extra and co-curricular activities by suggesting faculty members to enable the students on experiential learning by connecting with industries.
 8. Dr. Bhargavi V.R. spoke about the importance of micro-teaching, contribution of internal Board of studies.
 9. Student council members from UG said:-
 - The need of experience teachers for better teaching.
 - Non- availability of study materials, workspace for cultural activities and sports
 - Inclusion of case study in teaching practices.
 - Insisted on increasing the alumni network to provide job opportunities and inclusion of more faculty member to communicate information regarding placements.
 10. Student council members from PG said:-
 - Improvement is required in the area of placement.
 - Was happy on the workshops being organized.

The meeting was concluded with vote of thanks rendered by Smt. Sindhu M.M, Associate Professor, Department of Commerce and Management, Seshadripuram College.

Action taken report:

- 1) At the request of student council members for the need of experienced teachers was immediately addressed.
- 2) Faculty members started to follow the outcome based education structure through inclusion of more Experiential learning and problem solving methodologies.
- 3) Students were given opportunity for increasing the alumni network through SCOSA monthly magazine.
- 4) All the suggestions given by the external members was considered for the working improvement.


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Date: 20/05/2022

CIRCULAR

IQAC is conducting meeting with criteria heads and document committee, all are informed to attend meeting at 12.45 in Principal Room.

Agenda:

- 1) Discussion of requirement
- 2) Identification of Best practices of Departments.
- 3) AQAR Documents rechecking.

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6	Smt. Geetha.H.M	
7	Dr. Sapna. G.S	
8	Prof. Muralidharan	
9	Sri. Karthik.K.S	
10	Sri. Yeshwanth Kumar. S	
11	Smt. Savitha Bai	
12	Dr. Chitra Shashidhar	
13	Smt. Mallika.D.S,	
14	Ms. Annapoorna. M	
15	Smt. Sindhu M.M.,	
16	Smt. Rajeshwari.V	
17	Smt Navitha Kushal	
18	Smt. Ashashwini	
19	Sri. Lokesha	
20	Smt. Varshini.S.K	

Date: 20/05/2022

Time : 12.45 p.m.

Venue: Principal Room

IQAC is conducting meeting with criteria heads and document committee

Minutes of Meeting:

- 1) IQAC co-ordinator Ms. Priyadarshini N, started the meeting by saying that policy documents should match the requirements of dates and mapping to be done as academic year wise, key indicator wise and metric wise.
- 2) QnM data should be mapped by keeping AQAR as base for preparation of SSR.
- 3) Academic year wise drafting of SSR needs to be followed.
- 4) Dr. Meera H N, Principal instructed all to go with the timelines.



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Date: 16/09/2022

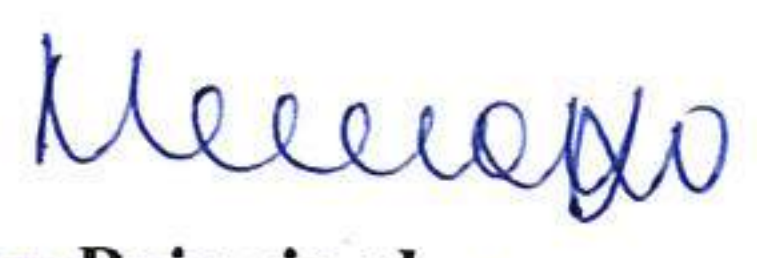
CIRCULAR

IQAC is conducting meeting with external members All IQAC members are informed to attend the meeting in Principal's chamber at 10 A.M on 26th September 2022.

Agenda:

- 1) AQAR 2020-2021 and SSR status discussion.
- 2) Presentation of Previous MOM
- 3) Perspective Plan.
- 4) NAAC peer team visit.
- 5) Any other matters.


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Sl No	Names	Signature
1	Dr Meera.H.N.	
2	Dr Priyadarshini N	
3	Dr.Bhargavi.V.R	
4	Prof. S.Kalanaik	
5	Prof. Veena. R	
6	Smt. Geetha.H.M	
7	Dr. Sapna. G.S	
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17	Smt Navitha Kushal	
18	Smt. Ashashwini	
19	Sri. Loksha	
20	Smt. Varshini.S.K	

Date: 26/09/2022

Time : 10 A.M.

Venue: Principal Room

IQAC is conducting meeting with External committee members

Minutes of Meeting:

1. IQAC Co-ordinator Smt. Priyadarshini N, welcome all the External members and others for the meeting.
2. Head of the institution presented the academic and non academic activities details of 2021-2022, starting with result description of B.COM, BBA and BCA of 3rd and 5th Semesters. Following with admission status was presented-
BCOM- 682 seats.
BCOM (A&F)- 60 seats.
BBA-146 Seats.
BCA-180 seats.
 - Commencement of 1st year classes as per university notification was on 1st September 2022.
 - Application of Research Centre was sent from Institution and visit from research committee comprising of evaluators from university happened and was approved.
 - According to NEP requirement, principal also said that, for academic year 2023-2021 UG program BA course will be offered on Journalism and English.
 - Glimpse of Ethos was presented.
 - Detailed report on National level and state level work shops and seminars, Guest lectures, Faculty development programs, Industrial visit, training program from various committees and forums, University level inter collegiate competitions from sports department, 4 annual fests was also presented
 - Details of Professional development initiatives from Pragathi Cell was presented.
 - Faculty achievements such as refresher courses, publications, as authors was also discussed.
 - Placement details for the academic year was also presented.

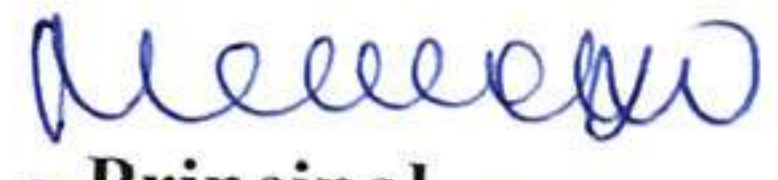
3. Dr. Bhargavi V R, Director of PG department presented the detailed report of PG department for the academic year 2021-2022.
 - Started with university rank holders and said that PG department has 100% results.
 - Process of Bayers scholarship and beneficiaries for the academic year was presented
 - Details of field visit, setting up of new internal BOS, industry collaborative program, MOOC courses completion status, new professional associations for MOU for membership, special programs such as mentoring tracker, pre-placement training, Alumni mentoring for interview preparation was presented.
 - A new initiative was taken through research cell a minor research project is under process by 1st year students.
 - Status of Feedback collected from student, faculty and exit feedback, PO,PSO, CO and program educational outcome and mapping it and preparation of attainment report was discussed.
4. IQAC coordinator requested the criteria heads to present brief details of 2021-2022 AQAR status.
 - a. Criterion-1 head Prof. Kalanaik presented brief details on the status of documents collections and discussed about each metrics also presented details on feedback system.
 - b. Criterion-2 head Smt Navitha Kushal presented the contents about Teaching Learning and Evaluation and by discussing the importance on Outcome Based Education, Activity based learning. Also explained the process of Student's Satisfaction Survey.
 - c. Criterion-3 incharge Smt. Ashashwini presented the details on Research Innnovation and Extension Activities. Also informed about scholarship secured by Dr. Narasimha Murthy , Assistant Professor, Department of Kannada of Rs. 200000. Presented the details upon the total number of programs happened during the year along with it total number of MOU's happened was also presented.
 - d. Criterion-4 in charge Dr. Sapna S, presented a brief report on Infrastructure and Learning resources with respect to subscription for remote access, ACT-fiber Net.

- e. Criterion- 5 in charge Sri. Lokesha, presented the details on Student Support and Progression with respect to details on free ships, Value Added Program, Alumni Engagement.
 - f. Criterion-6 in charge Ms. Annapoorna, presented brief details on Governance, Leadership and Management with respect to details on organizational structure, faculty empowerment strategy, details on internal and external audit, funds allocation and financial support and finally details about strategic programs of IQAC and AAA.
 - g. Criterion- 7 in charge Dr. Chitra Shashidhar presented detailed report on Institutional Values & Social Responsibilities with respect to details on gender equity, ladies lounge, security system, availability of professional counsellor in campus, waste management, rain harvesting facilities.
5. After which the external IQAC members was asked to give constructive feedback by IQAC coordinator.
- a) Smt. Gowdamini said to give more emphasis on Criterion 2 and Criterion , also said to follow mechanism for men and women ratio right from recruitment. Also external counselling services to be offered for the students.
 - b) Smt. Vijaya requested to present about college mechanism in scholarship.
6. Student council member Mr. Pranav from UG department presented the brief details upon alumni connect through SCOSA Monthly Magazine. Kum. Disha Srinivas gave brief details on women empowerment programs, scholarship awareness, responsibilities of students council to spark leadership.
7. W. D Ashok, IQAC member from the trust informed all to keep a database from alumni. Spoke about the difficulties of Accreditation process. Also said to educate the society about new process. Also presented recent developments such as offering additional courses from management, Rifle shooting room, presence of Fencing academy in SFGC, Yelahanka.

8. Students members from PG department presented the brief details on the functioning process of PG department.
9. Later which Smt. Sindhu M M, gave vote of thanks and concluded the meeting.


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Date: 20 /10/2022

CIRCULAR

IQAC is conducting meeting with external members All IQAC members are informed to attend the meeting in Principal's chamber at 10 A.M on 21st October 2022.

Agenda:

- 1) Discussion on AQAR 2021-2022 and SSR status discussion.
- 2) ISO Process
- 3) Establishment of Seshadripuram College Cooperation Circle of United Religions Initiatives (URI)
- 4) Discussions on Initiatives of Basava Adhyana Kendra.


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2	Dr Priyadarshini N	
3	Dr.Bhargavi.V.R	
4	Prof. S.Kalanaik	
5	Prof. Veena. R	
6	Smt. Geetha.H.M	
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19	Sri. Lokesha	
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Date: 21/10/2022

Time : 10 A.M.

Venue: Principal Room

IQAC is conducting meeting with Criterion Heads

Minutes of Meeting:

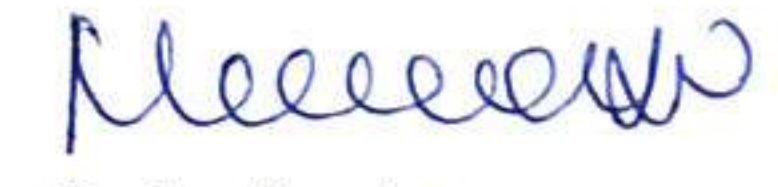
1. HOI instructed the IQAC Team, Criteria heads to complete the documentation Process at the earliest
2. Further Criteria In charges provide the work completion Status
3. Discussion was also taken upon ISO Preparations. IQAC Coordinator gave inputs upon the documentation Procedure and Informed HOD's to support with ISO team for early completion of the Process.
4. NAAC Coordinator discussed upon the establishment of Seshadripuram College Cooperation Circle of United Religions Initiatives (URI) with an objective of inculcating the values of Universal brotherhood among the faculty and students
5. The convenor of Basava Adhyana Kendra was also informed by the HOI to prepare perspective plans and deploy the same at the earliest.

Action taken report:

1. ISO documentation procedure has been taken up immediately. The Head of departments and administrative office is also supporting with all required documents to facilitate smooth completion of process.
2. A series of one week program to inculcate universal brotherhood among students was taken up under URI Initiatives.
3. Vachana Vyshitya Upanyasa Karekrama was organized under Basava Adhyana Kendra
4. Criterion heads gave the status of AQAR 2021-2022.

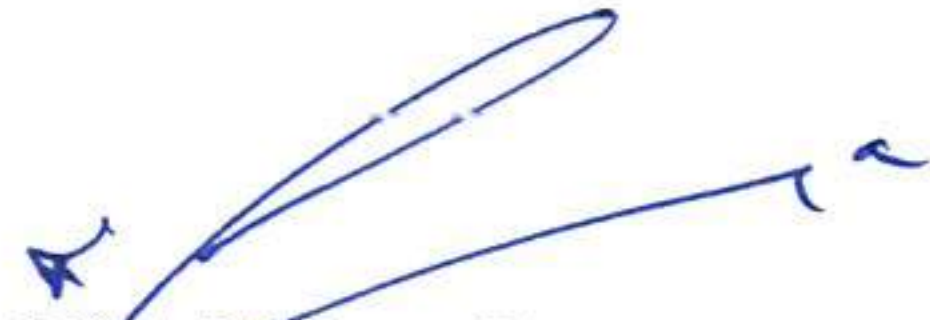

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Action taken report:

- 1) All criteria heads mapped Policy documents as per the discussion in the meeting.


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Date: 26/11/2022

CIRCULAR

IQAC is conducting meeting with external members All IQAC members are informed to attend the meeting in Principal's chamber at 10 A.M on 28th November 2022.

Agenda:

1. Review of AQAR 21-22 Status.
2. Discussion on Interactive session on NAAC preparedness
3. Any other matters


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Sl No	Names	Signature
1	Dr. B.G.Bhaskara	
2	Dr. Priyadarshini N	
3	Dr.Bhargavi.V.R	
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18	Smt. Ashashwini	
19	Sri. Loksha	
20	Smt. Varshini.S.K	

Date: 28/11/2022

Time : 10 A.M.

Venue: Principal Room

IQAC is conducting meeting with Criterion Heads

Minutes of Meeting:

1. The new HOI was welcomed in the meeting and the members were introduced to him. The IQAC Coordinator gave a brief over view of the status of AQAR 21-22 and SSR.
2. HOI expressed his opinions and gave inputs on the improvisation process of AQAR 21-22 Preparations.
3. HOI discussed to organize the program on "An Interactive session on NAAC preparedness".
4. Timelines were set for the submission of AQAR 21-22.

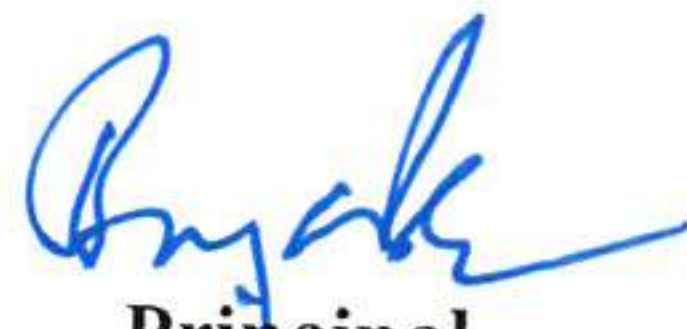

Principal
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Action taken report:

1. Interactive Session on NAAC Preparedness was organized and the resource person clarified the queries of the criterion heads and gave valuable inputs for the preparedness process of AQAR and NAAC.
2. The Criterion heads gave the status of work completion as per the timelines framed.


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