

## INTERNAL QUALITY ASSURANCE CELL –IQAC

### MINUTES OF MEETING(JUNE – AUGUST))

Date: 9/6/2021

Ref: MSRCASC/IQAC/Q1-2021-22

Venue/ mode: Join Zoom Meeting

<https://us02web.zoom.us/j/86961755245?pwd=U1NJYlhoMGMxQkJITFhMUIJ5N0pYZz09>

Meeting ID: 869 6175 5245

Passcode: 225309

Time: 5:00 pm

In the chair: Principal

Meeting commenced by the Principal welcoming all the members.

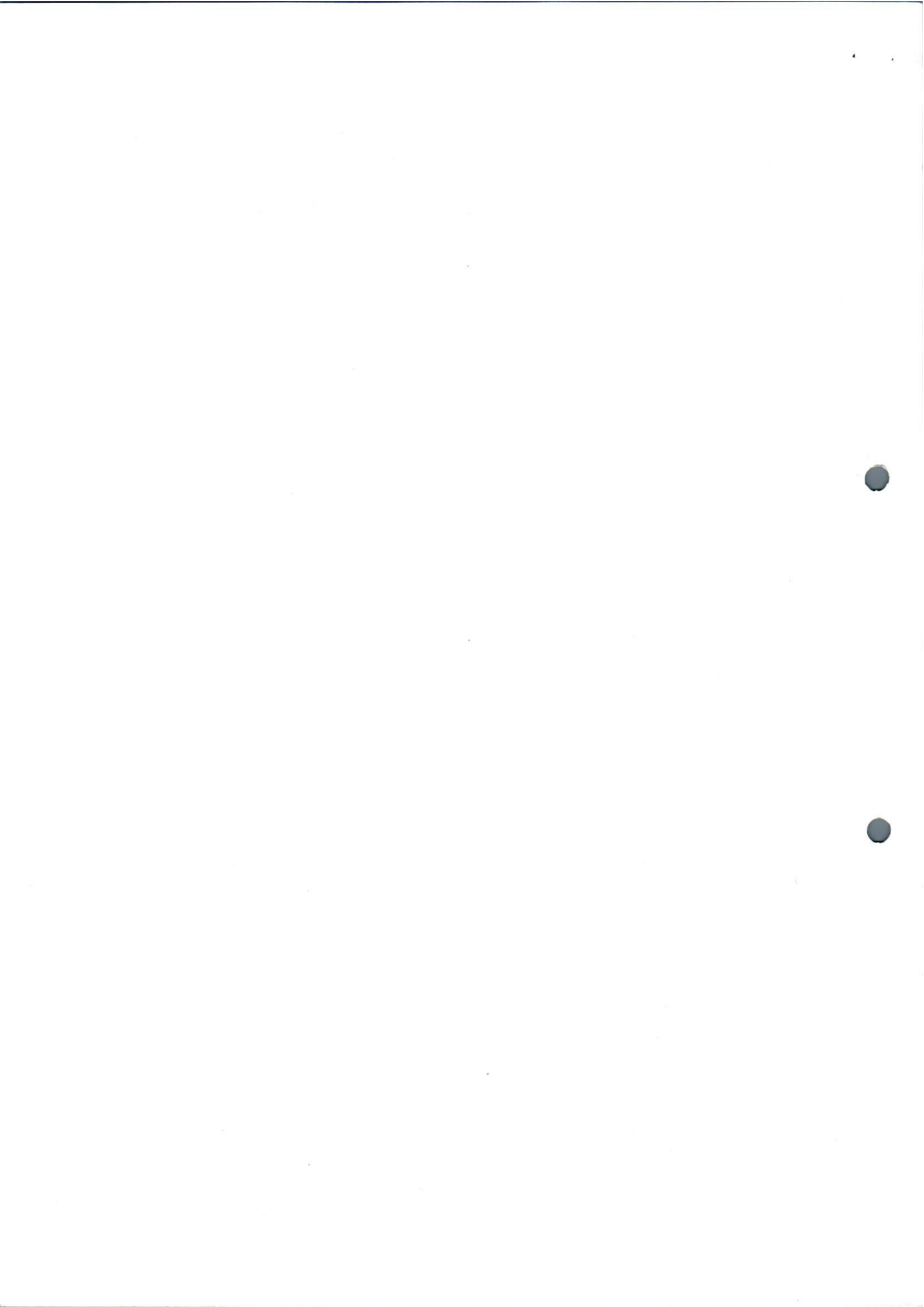
#### Agenda:

- Confirmation of minutes of IQAC meeting held on 4/2/2021
- Action taken report of previous meeting held on 4/2/2021
- Reviews of activities during covid-19
- Counselling session for students during covid-19
- Teaching workload to introduce the NEP
- Review of AQAR-2019-20
- Faculty/ Staff Development Programs on NEP and Autonomy;
- Courses under Ramaiah skill Centre
- Award of Star college Status
- Feedback
- Any other item

#### Following Resolutions were passed in the meeting:

1. Confirmation of minutes of IQAC meeting held on 4/2/2021

The Minutes of the previous meeting held on 4/2/2021 were read and confirmed.





**RAMAIAH**

College of Arts, Science &  
Commerce

**M S Ramaiah College of Arts, Science and Commerce**

Re-accredited 'A' by NAAC, Permanently Affiliated to Bengaluru Central University,  
Approved by Government of Karnataka, Approved by AICTE, New Delhi.  
Recognized by UGC under 2F & 12B of UGC act 1956

2. Action taken report of previous meeting held on 4/2/2021

Action taken report of previous meeting held on 4/2/2021 was read and confirmed by all the members

3. Reviews of activities during covid-19.

Principal Dr.ANagarathna reported on the regular online classes, about uploading the videos of online classes in the campus technology portal and also in faculty youtube channel.

4. Counselling session for students during covid-19.

Discussion on counselling session to the students was also the highlight. Chief of finance guided us to do counselling session for the Covid affected students during this pandemic situation. Principal has briefed the members that counselling session by professional psychiatrist has been conducted for teachers and students.

5. Teaching workload to introduce the NEP

Katre ma'am suggested to be practically prepared for the implementation of NEP, where each and every staff and faculty has to maintain quality work with accountability. Even Srikantha sir stressed that the implementation of NEP is chain of development from government to the institution and also public and parents.

6. Review of AQAR-2019-20

IQAC coordinator has presented first draft of AQAR 2019-20 for the review by the members. It was brought to the notice of the members that, last date to submit AQAR 2019-20 is August, 2021. IQAC has kept July, 2021 as internal deadline to complete the uploading of data in the NAAC portal.

7. Faculty/ Staff Development Programs on NEP and Autonomy;

IQAC coordinator has briefed the members that IQAC has conducted FDP on NEP and more brainstorming sessions will be conducted in the days to come. Also Prof. Shakuntala Katre madam suggested to have a draft work plan on NEP with the inclusion of all necessary provisions and modalities for implementation of NEP. Srikantha sir –suggested us to implement some skill development subjects as a part of curriculum, structural requirements also needed to implement NEP.

Make it compulsory for all the faculty to enroll for NPTEL, swayam courses, which will be included in self appraisal of teachers.

CEO sir has stressed on the need for brain storming session on autonomy, so that to educate each and every employee of the institution with the roles and responsibility of staff increases while going for autonomy.





#### 8. Courses under Ramaiah skill Centre

Establishment of Ramaiah skill Centre an initiative of IQAC- MSRCASC, many skill development programmes are planned, that will be certified by KGTB. To name a few like from B.com- Forensic Accounting, BA – photography and from Electronics mobile repair courses.

Principal said that the skill development courses the theory will be done by our teachers and the practical session by respective industries Prof Srikanta suggested that Artificial intelligence course is also one of the best for skill development course.

CEO sir also suggested to incorporate the courses like home automation and office automation so that it will be useful for the students.

#### 9. Award of Star college Status

Principal has briefed all the members that the institutional presentation for star college status was held on the 9th February. The college has been selected the star college status by DST, GOI. for the 4 departments, Dept of Microbiology, Biotechnology, Electronics and Chemistry and Biochemistry.

#### 10. Feedback

The members have reviewed the feedback collection and analysis through ERP portal. Members suggested to communicate the same feedback to the university for better implementation of suggestions.

#### Action Taken Report for meeting held on 4/2/2021

Sl.no	Resolution passed / plan of action	Action taken
1	SSR submission	SSR has been submitted on 20/1/2021 through HEI portal. DVV clarifications has been received on 18/2/2021. DVV has been submitted on 13/3/2021
2	Feedback on curriculum on faculty	Feedback from stakeholders has been collected through ERP- mobile app and the analysis has been submitted to the principal for necessary action.
3	Research incentives	Proposal for research incentives for all the deserving faculty has been submitted to the management through Principal for 2020
4	Faculty and Staff development programs	Faculty and Staff development programs has been conducted;





		<ul style="list-style-type: none"><li>• Impact of NEP on Quality teaching and learning</li><li>• "Multidisciplinary Science Education &amp; Research using E-tool(MSERE-2020)",</li><li>• SDP on MS-Excel -work together for excellency</li></ul>
5	Value added programs	Value added courses on the following topics has been conducted; <ul style="list-style-type: none"><li>• Leadership</li><li>• Business communication</li><li>• Interview skills</li><li>• Team building</li><li>• MS office</li><li>• Statutory compliance</li></ul>
6	Remedial classes	Departments have been instructed to conduct remedial classes on regular basis and help students to come out of exam stress.
7	Counselling	Faculty has been instructed to counsel the students personally, give them moral and psychological support during this pandemic situation.
8	Parent teacher meeting	PTA has conducted PT meeting online and recorded the deliberations.








Members present / absent for the meeting:

SL.NO	NAME	DESIGNATION	IQAC DESIGNATION
1	Dr. A Nagarathna	Principal	Chairperson
2	Mr.B S Ramaprasad	CEO	Member from Management
3	Mr.G Ramachandra	CFO	Member from Management
4	Mrs. Karanam Kavitha	Assistant Professor	IQAC Coordinator
5	Mr. S Hanumantha Reddy	Accounts Manager	Administrative officer
6	Mr. Vishwanatha Kulkarni	Admission Manager	Administrative officer
7	Mrs. Savitha B H	Assistant Professor	Academic Member
8	Mrs. Hari Priya G S	Assistant Professor	Academic Member
9	Mrs. Aditi Arun Rao	Assistant Professor	Academic Member
10	Mr. Ashwini Ramesh M	Assistant Professor	Academic Member
11	Dr. Ramakrishnaiah T N	Assistant Professor	Academic Member
12	Mrs. Roopashree B N	Assistant Professor	Academic Member
13	Dr. Sowbhagya R	Assistant Professor	Academic Member
13	Dr. Shakuntala Katre	Former Dean, Dept. of Zoology, Bangalore University	External Member
14	Dr.,B.S Srikanta	Principal, Sindhi College, Bengaluru	External Member

  
**IQAC coordinator**

  
**Principal**

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