

## IQAC Meeting 6

03/07/2017

Sl.No.	Subject	Minutes
1	Welcome	Our Principal and chairman of IQAC welcomed all the IQAC Members, co ordinators and members for the meeting.
2	Approval of the Previous meeting minutes	The previous meeting minutes were presented, and the action taken report for the previous meeting was also discussed.
3	NAAC Visit Preparations	Our Principal and chairman of IQAC will informed the IQAC members that the preferential dates for the NAAC visit. The co ordinator of the IQAC has briefed the activities happening and the activities planned for the regarding visits.
4	Reviews of committee Presentations	<p>Principal and chairperson informed the meeting that by the suggestions from IQAC members time to time the committees are doing their work systematically and it will help the institution by strengthening the quality in the higher education system.</p> <p>The IQAC Coordinator informed all the IQAC members that as per the discussions in the previous meeting seven committees will give the presentations today and the remaining committees presentations dates will be intimated later.</p> <p>All the eight committees like Placement and Training committee, Academic and Remedial Intervention Committee, Library committee, Academic Enrichment Committee Cultural Committees, Sports Committee, Publications committee and Academic and Administrative Audit Committees gave the presentations of their committees and all the IQAC members will gave the valuable feedback at the end of the presentation of each committee for the improvement are summarized as follows.</p> <p><b>Placement and Training:</b> the IQAC chairperson informed the coordinator that explain the need for training and development stress more on the point, explain more on language laboratory, put the bar charts in terms of percentage, statistics of placements of sister concerned colleges, IQAC members suggested to add the activities for staffs comes under HRD and add the captions for all the snapshots.</p> <p>The chairperson congratulate the <b>women empowerment committee – Jagruthi</b> co ordinator and members for their efforts and good work.</p> <p><b>Library committee:</b> At the end of the presentation the chairperson, Coordinator and members gave the following suggestions.</p> <ol style="list-style-type: none"><li>i) Introduction slide is reorganized and stress more on the importance of library and information centre.</li><li>ii) IQAC Chairperson informed to finetune the vision and mission statements</li><li>iii) Stress more on study materials developed by staffs.</li><li>iv) Clearly indicate the titles and volume ratios.</li><li>v) Stress more on E Resources facilities.</li></ol> <p><b>Academic and Remedial Intervention:</b></p> <p>The chairperson and members suggested the following corrections.</p> <ol style="list-style-type: none"><li>i) Purpose or objective of the committee is not clear work on the same</li><li>ii) Body language during the presentation has to be improved.</li><li>iii) IQAC coordinator suggested to stress more on bridge the gap between industry and academics</li></ol>

		<p><b>Academic Evaluation:</b> The chairperson and members suggested the following corrections.</p> <ol style="list-style-type: none"> <li>i) Flow is good and link the IQAC Suggestions in the presentation.</li> <li>ii) Some of the words spell is incorrect.</li> <li>iii) Analysis of results should be in chronological order.</li> </ol> <p><b>Academic Enrichment Committee:</b> The IQAC coordinator suggested the following corrections.</p> <ol style="list-style-type: none"> <li>i) Good Presentation but text is more in the presentation</li> <li>ii) Use more Pictures rather than text and make presentation more attractive,</li> <li>iii) Add the IQAC Suggestions for the scope of improvements</li> </ol> <p><b>Publication Committee:</b> Suggestions from IQAC</p> <ol style="list-style-type: none"> <li>i) Content is less Add more text in the Presentations</li> <li>ii) Avoid pictures</li> <li>iii) Talk about online journal, Alumni news letter</li> <li>iv) Research journal in future scope.</li> </ol> <p><b>Cultural Committee:</b> Suggestions from IQAC</p> <ol style="list-style-type: none"> <li>i) Purpose of the committee to be precise</li> <li>ii) Add BGS Utsav, Farewell day, Graduation day etc. under cultural committee.</li> <li>iii) Avoid spelling and grammar mistakes in the slides.</li> </ol> <p><b>Sports Committee:</b> The IQAC coordinator suggested the following corrections</p> <ol style="list-style-type: none"> <li>i) More text in the introduction</li> <li>ii) Slide background is to be changed</li> <li>iii) Explain clearly on budget and expenditure</li> <li>iv) Stress more on optimum utilization of sports facilities.</li> </ol> <p>The chairperson also informed the Quality audit team to complete the Quality audit of the departments and API of the faculties as per the suggestions and guidelines from the IQAC.</p>
5	Webpage of IQAC in College website	The chairperson of the IQAC informed the meeting that Creation of IQAC link in the college Website, containing all important decisions and initiatives of the IQAC for the stakeholders to view and express their valuable suggestions/ comments is felt necessary.
6	Drinking water and Wi-Fi Facility	<p>IQAC Co ordinator brought to the notice of the chair person that the hostel students gave a feedback for the provision of extension of Drinking water facility in hostel floors and Wi-fi facility which is not working properly to the notice of the chair person.</p> <p>The principal and chairperson of IQAC informed the Information science dept. to give the report regarding the wi – fi facility available in the hostel. Principal also informed the co ordinator to discuss the engineer and take the quotations for the RO facility for drinking water purpose.</p> <p>The co ordinator also inform that there is a request from the girls hostel warden that the hot water facility is not function well and the warden requested to upgrade the hot water facility in the girls hostel.</p>
7	Vote of thanks	The IQAC co ordinator proposed the vote of thanks and concluded the meting