

**LAL BAHADUR ARTS, SCIENCE & S B
SOLABANNA SHETTY COMMERCE COLLEGE,
(AUTONOMOUS)**

SAGARA 577401

SHIVAMOGGA DT., KARNATAKA STATE

INTERNAL QUALITY ASSURANCE CELL

**PROCEEDINGS & RESOLUTIONS OF THE
MEETINGS**

2018 – 19

**LAL BAHADUR ARTS, SCIENCE & S B SOLABANNA SHETTY
COMMERCE COLLEGE, (AUTONOMOUS), SAGAR**

IQAC 2018-19

MEETING NOTICE

The first meeting of the IQAC of the College for 2018-19 has been convened on 30th June 2018 at 2-30 pm in the Principal's chamber. All the members are requested to attend.

MEETING AGENDA

1. Welcome
2. Reading and Recording the meeting notice
3. Reading and recording the minutes of the previous meeting.
4. Discussing the IQAC plan of action for 2018-19.
5. Analysis of the feedback system.
6. Planning activities like seminars, science fest, health awareness and personality development programs for the academic year 2018-19
7. Result analysis
8. Discussing AQAR preparation
9. Discussing proposals for new Best Practices
10. Any other matter, with the permission of the chair
11. Vote of thanks

MEMBERS

Sl. No.	Name	Designation	Signature
1	Dr. C K Mookappa Naik	Principal	
2	Prof. Dayananda P	Member Secretary	
3	Shripad Rao N H	Vice President, MDF	
4	Ibrahim Byari	Member	
5	Jadhav Jasavant Rao	Member	
6	P V Subraya	Member	
7	Smt. Sunitha V S	Member	
8	Dr. Hanumanthappa B C	Member	
9	Dr. A S Laxmisha	Member	
10	Prof. M S Bhat	Member	
11	Sri Ram	Alumni, Chartered Accountant	
12	Ramaswamy K	Local Society, Alumni	
13	Dr. Niranjana Hegde Hosabale	Local Society	

IQAC Coordinator

Principal

MINUTES OF THE MEETING

Minutes of the first meeting of IQAC for 2018-19 held on 30th June 2018 at 2-30 pm
in the Principal's chamber with Dr. C K Mookappa Naik, Principal in the chair

Sl. No.	Agenda	Proceedings & Resolutions
1	Welcome	The IQAC Coordinator welcomed the members
2	Reading and recording the meeting notice	Read and recorded
3	Reading and recording minutes of the previous meeting	Read and recorded
4	Discussing the IQAC plan of action for the academic year 2018-19	The Committee prepared a general plan of action for the academic year 2018-19
5	Analysis of the feedback system	The feedback collected was analyzed and it was decided to communicate the understanding gained through it to the teachers
6	Planning activities like seminars, science fest, health awareness and personality development programs for the academic year 2018-19	The Committee resolved to organize, jointly with individual departments and forums, special programs of the type described
7	Result analysis	Stream-wise results of the past semester were analyzed and it was decided to take corrective measures to help slow learners
8	Discussing AQAR preparation	The committee resolved to prepare the AQAR for the academic year 2017-18
9	Discussing proposals for new Best Practices	The IQAC discussed a new Best Practice pilot project proposed by some departments. Titled Smart Use of Smart Phones, the practice aims at guiding students in proper use of cell phones. The proposal was approved for implementation with the permission of the Principal
10	Any other matter, with the permission of the chair	--
11	Vote of thanks	Prof. Dayananda P, IQAC Coordinator delivered the vote of thanks

MEMBERS PRESENT

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1	Dr. C K Mookappa Naik	Principal	
2	Dayananda P	Member Secretary	
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4	Ibrahim Byari	Member	
5	Jadhav Jasavant Rao	Member	
6	P V Subraya	Member	
7	Smt. Sunitha V S	Member	
8	Dr. Hanumanthappa B C	Member	
9	Dr. A S Laxmisha	Member	
10	M S Bhat	Member	
11	Sri Ram	Alumni, Chartered Accountant	
12	Ramaswamy K	Local Society, Alumni	
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IQAC Coordinator

Principal

**LAL BAHADUR ARTS, SCIENCE & S B SOLABANNA SHETTY
COMMERCE COLLEGE, (AUTONOMOUS), SAGAR
IQAC 2018-19**

MEETING NOTICE

The Second Meeting of the IQAC of the year 2018-19 has been convened on 29th September 2018 at 3 pm in the Principal's chamber. All the members are requested to attend the meeting.

MEETING AGENDA

1. Welcome
2. Reading and Recording the meeting notice
3. Reading and recording minutes of the previous meeting
4. Discussing plans prepared by different departments/wings/forums regarding organizing seminars, workshops, science fest etc. for 2018-19
5. Discussing plans prepared concerning conduct of co-curricular and special activities like health awareness and personality development programs.
6. Discussing ways and means of conducting the Academic audit of teachers
7. Any other matter, with the permission of the chair
8. Vote of thanks

MEMBERS

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1	Dr. C K Mookappa Naik	Principal	
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7	Smt. Sunitha V S	Member	
8	Dr. Hanumanthappa B C	Member	
9	Dr. A S Laxmisha	Member	
10	M S Bhat	Member	
11	Sri Ram	Alumni, Chartered Accountant	
12	Ramaswamy K	Local Society, Alumni	
13	Dr. Niranjana Hegde Hosabale	Local Society	

IQAC Coordinator

Principal

MINUTES OF THE MEETING

Minutes of the Second meeting of the IQAC for 2018-19 held on 29th September 2018 at 3 pm in the Principal's chamber with Dr. C K Mookappa Naik, Principal in the chair

Sl. No.	Agenda	Proceedings & Resolutions
1	Welcome	IQAC Coordinator welcomed all the members
2	Reading and recording the meeting notice	Read and recorded
3	Reading and recording minutes of the previous meeting	Read and recorded
4	Discussing plans prepared by different departments/wings/forums regarding organizing seminars, workshops, science fest etc. for 2018-19	The plans were discussed in detail, modifications were suggested and made, and some plans were finalized and approved
5	Discussing plans prepared concerning conduct of co-curricular and special activities like health awareness and personality development programs.	Thorough discussions were held regarding the plans prepared; some plans were modified, some were finalized and approved.
6	Discussing ways and means of conducting the Academic audit of teachers	The ways and means of conducting the Academic audit were discussed and finalized
7	Any other matter with the permission of the chair	--
8	Vote of thanks	Prof. Dayananda P IQAC coordinator extended the vote of thanks

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IQAC Coordinator

Principal

**LAL BAHADUR ARTS, SCIENCE & S B SOLABANNA SHETTY COMMERCE
COLLEGE, (AUTONOMOUS), SAGAR**

IQAC 2018-19

MEETING NOTICE

The Third meeting of IQAC for 2018-19 has been convened on 19th January 2019 at 2 pm in the Principal's chamber. All the members are requested to attend the meeting.

MEETING AGENDA

1. Welcome
2. Reading and Recording the meeting notice
3. Reading and recording minutes of the previous meeting
4. Monitoring the work of the Mentoring system
5. Review of Use of ICT facilities
6. Planning Parent-Teachers meeting
7. Preparation of AQAR and SSR reports
8. Any other matter, with the permission of the chair
9. Vote of thanks

MEMBERS

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10	M S Bhat	Member	
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12	Ramaswamy K	Local Society, Alumni	
13	Dr. Niranjana Hegde Hosabale	Local Society	

IQAC Coordinator

Principal

MINUTES OF THE MEETING

Minutes of the Third meeting of the IQAC for 2018-19 held on 19th January 2019 at 2 pm in the Principal's chamber with Dr. C K Mookappa Naik, Principal in the chair

Sl. No	Agenda	Proceedings & Resolutions
1	Welcome	The IQAC Coordinator welcomed all the members
2	Reading and recording the meeting notice	Read and recorded
3	Reading and recording minutes of the previous meeting	Read and recorded
4	Monitoring the work of the Mentoring system	The IQAC resolved to instruct the mentors to contact parents of students with very low levels of attendance and performance, besides the regular job of counseling the students
5	Review of Use of ICT facilities	Departments using ICT facilities for many years were requested to share their experience with others so that the facilities could be put to maximum use and the class room activity made more dynamic
6	Planning Parent-Teachers meeting	It was decided to hold a Parents-Teachers interaction sometime before the term-end so as create more rapport between the two sets of stakeholders
7	Preparation of AQAR and SSR reports	About this point, the Principal informed the IQAC that various subcommittees with 5-6 members each had been formed and share of work allotted
8	Any other matter, with the permission of the chair	The Principal exhorted the members to take up minor/major research projects so as to expand the horizons of their knowledge as well as career prospects
9	Vote of thanks	Prof. Dayananda P, IQAC Coordinator extended the vote of thanks

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IQAC Coordinator

Principal

**LAL BAHADUR ARTS, SCIENCE & S B SOLABANNA SHETTY COMMERCE
COLLEGE, (AUTONOMOUS), SAGAR**

IQAC 2018-19

MEETING NOTICE

The Fourth meeting of IQAC for 2018-19 has been convened on 27th April 2019 at 2 pm in the Principal's chamber. All the members are requested to attend the meeting.

MEETING AGENDA

1. Welcome
2. Reading and Recording the meeting notice
3. Reading and recording minutes of the previous meeting
4. Reviewing conduct of special activities/programs during the academic year 2018-19
5. Review of co-curricular activities
6. Review of Best Practices
7. Discussing NAAC & SSR Report preparation progress
8. Reviewing Parent-Teacher interaction
9. Reviewing teachers Academic Audit for the year 2018-19
10. Any other matter, with the permission of the chair
11. Vote of thanks

MEMBERS

Sl. No.	Name	Designation	Signature
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IQAC Coordinator

Principal

MINUTES OF THE MEETING

Minutes of the Fourth meeting of the IQAC for 2018-19 held on 27th April 2019 at 2 pm in the Principal's chamber with Dr. C K Mookappa Naik, Principal in the chair

Sl. No.	Agenda	Proceedings & Resolutions
1	Welcome	The IQAC Coordinator welcomed all the members
2	Reading and recording the meeting notice	Read and recorded
3	Reading and recording minutes of the previous meeting	Read and recorded
4	Reviewing conduct of special activities/programs during the academic year 2018-19	The IQAC conducted a detailed review of special activities held during the year like (1) 1-day workshop on Use & Abuse of Mobile Phones (2) 1-day workshop titled An Introduction to NAAC New Methods (3) 1-day institutional level Film Studies Workshop (4) 1-day workshop on Intellectual Property Rights; Further, discussions were held on improving the content & conduct of such programs in the future
5	Review of co-curricular activities	A detailed review was held of various co-curricular activities like Malenadu Siri (University-level cultural fest); Plastic-free Campus Awareness Campaign; various programs like blood donation camp, green drive held through various wings like NCC, NSS
6	Review of Best Practices	A review was held of the Best practices like Guiding Students in Smart Use of Smart Phones; Celebrating Birth, Celebrating Life; Samskruthi Anusandhana and the IQAC decided to continue with the practices as they were enriching the general cultural and intellectual atmosphere of the college
7	Discussing NAAC & SSR report preparation progress	The IQAC reviewed the progress made in the regard by the various sub-committees and promised them all help in completing their work
8	Reviewing Parent-Teacher interaction	The IQAC took note of the outcome of the recently held Parent-Teacher meeting; It decided to make use of the views expressed by the parents towards improving the quality of services offered by the institution
9	Reviewing teachers Academic Audit for the year 2018-19	The IQAC reviewed the results of the Academic Audit of Teachers and suggested ways of improving the standards of teaching, learning, and evaluation
10	Any other matter with the permission of the chair	--
11	Vote of thanks	Prof. Dayananda P. IQAC Coordinator extended the vote of thanks

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