

2020-21

H.K.E. Society's A.V. Patil Arts, Science & Commerce College, Aland.

Internal Quality Assurance Cell (IQAC)

Date: 25-11-2020

MEETING

Proceedings of the First meeting of IQAC held on 25-11-2020

Agenda:

- 1) Re-constitution of IQAC as per NAAC guidelines for the year 2020-21
- 2) Preparation of academic calendar for the year 2020-21
- 3) conduct of orientation programs for first year students
- 4) Preparations for COVID-19 challenges.

Proceedings:

1) Re-constitution of IQAC

IQAC has been reconstituted for the year 2020-21 due to the transfer and retirement of the some of the teaching and non-teaching faculty. The committee was formed after discussion among the Principal, IQAC coordinator and the other members present in the meeting. The IQAC was formed as per the guidelines issued by the NAAC from time to time.

2) Preparation of academic calendar for the year 2020-21

The academic calendar for the year 2020-21 prepared by the concerned committee was placed before the IQAC committee for discussion. The academic calendar needed major changes due to the COVID-19 pandemic. It was finalised and approved in the meeting after making the changes as per the suggestions of the members present in the meeting.

3) Orientation and welcome program for first year students

In view of the COVID-19 pandemic the orientation and welcome to the newly admitted students was postponed as per the guidelines of the government by one month.

4) Preparations for COVID-19 challenges

Elaborate discussions were made with regard to conduct of online classes, sanitization of college premises, follow of COVID guidelines such as wearing mask, sanitization of hands, social distancing etc. due to rising threat of COVID-19.

The following members attended the meeting.

1) Dr. Rajshekhar Babnoor
Principal & chairman

2) Dr. Ramesh Masarbo
coordinator

Members

3) Gangadhar Sthawarmath

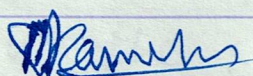
4) S. S. Kammar

5) Basanna Kage

6) Dr. Venkatesh G.

7) Dr. Teekappa M.

8) Ramesh Talikoti



IQAC Coordinator

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Internal Quality Assurance cell (IQAC)

Date: 16-03-2021

MEETING

Proceedings of the Second meeting of IQAC
held on 16-03-2021

Agenda:

- 1) Review of the proceedings of the previous meeting
- 2) Assessment of the progress made in the first term of the academic year.
- 3) Discussions on the conduct of online classes.
- 4) Review of COVID-19 situation

Proceedings:

- 1) Review of the proceedings of the previous meeting

The minutes of the previous meeting and the action taken were read by the IQAC coordinator. Follow up discussions were made about the challenges of COVID and the preparations made during the first meeting. Further suggestions from the faculties were taken in the light of COVID situation.
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2) Assessment of the progress made in the first term of the academic year.

Various curricular and co-curricular activities conducted in the first term of the year were summarised. The number of these activities were reduced due to online mode of teaching.

The success and outcome of the one day NAAC sponsored online national seminar organized on 19-01-2021 was also discussed.

3) Discussion on the conduct of online classes

As per the directions of the UGC and the Government, ~~entire~~ classes were conducted by online mode. The faculties were asked to share their experience as well as the difficulties faced during the conduct of online classes. The IQAC coordinator tried to resolve the problems faced by the teachers in teaching through online mode. He also suggested some of the mobile platforms for conducting online classes.

4) Review of COVID-19 situation

The whole status of COVID in the institution during the first term of the year was assessed by the principal, IQAC coordinators and all the members.

The actions taken and the actions to be taken were discussed in the light of the guidelines issued by the authorities from time to time.

The following members attended the meeting

1) Dr. Rajshekhhar Babnoor
Principal & Chairman

2) Dr. Ramesh Masarbo
Coordinator

Members

3) S. S. Patil

4) Gangadhar Sthawarmath

5) S. S. Kammas

6) Basanna Kage

7) Dr. Venkatesh G.

8) S. M. Kotnur

9) Dr. Teekappa M.

Members

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Internal Quality Assurance Cell (IQAC)

Date: 05-05-2021

MEETING

Proceedings of the third meeting of
IQAC held on 05-05-2021

Agenda:

- 1) Review of the proceedings of the previous meeting.
- 2) Preparation of AQAR for the year 2019-20.
- 3) Improvement of academic performance of students.
- 4) Any other matter with the permission of the chair.

Proceedings:

- 1) Review of the proceedings of the previous meeting.

IQAC coordinator read the proceedings and the action taken report of the previous meeting.

The various curricular & co-curricular activities conducted in the first term and to be conducted in the second term of the academic year were discussed.

2) Preparation of AQAR for the year 2019-20.

Due to COVID situation NAAC has extended the submission date of AQAR for the year 2019-20. In the wake of this, all the aspects for the preparation of AQAR & its submission in time were discussed by the IQAC coordinator with the chairman and all the members.

3) Improvement of academic performance of students.

Elaborate discussions were held to enhance the performance of students in examinations. Teachers agreed to identify below average students and give special attention to them. IQAC coordinator suggested the members to identify lagging students based upon their ~~per~~ marks obtained in the previous examinations and also based on the periodic tests.

4) Any other matter with the permission of the chair.

As the things are settling gradually after reduction of COVID intensity, it was decided to speed up the academic and other activities which might be pending.

The following members attended the meeting.

1) Dr. Rajshekhar Babnoor
Principal & chairman

2) Dr. Ramesh Masarbo
IQAC coordinator

Members

3) S. S. Patil

4) Gangadhar Sthawarmath

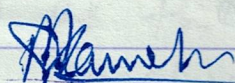
5) S. S. Kammar

6) Basanna Kage

7) Dr. Venkatesh S.

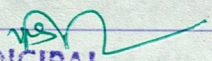
8) S. M. Kotnur

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IQAC Coordinator

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Internal Quality Assurance Cell (IQAC)

Date: 28-08-2021

MEETING

Proceedings of the Fourth meeting of
IQAC held on 28-08-2021

Agenda:

- 1) Review of the previous meeting proceedings
- 2) Assessment of overall progress made in the academic year
- 3) Feedback from various stakeholders.

Proceedings:

- 1) Review of the previous meeting proceedings.
IQAC coordinator read the minutes of the previous meeting and also about the action taken on it. IQAC coordinator also checked the documentations from all the departments as per the requirements of new NAAC guidelines. The Head of the departments and also the teachers cleared their doubts regarding the documentations to be prepared by the department as well as from the individual teachers.

2) Assessment of the overall progress made in the academic year.

The regular functioning of the institution is disrupted due to the COVID threat. Most of the curricular and co-curricular activities are affected. In this meeting all the heads of departments are asked to provide the details of the activities undertaken throughout the academic year. The IQAC coordinator summarised them together and appraised about the activities to all the members.

3) Feedback from various stakeholders

Feedback from students, parents, alumni and teachers was obtained during the end of the semester.

All the heads of the departments presented the results of departmentwise feedbacks obtained from students. These results are analysed and discussed by the chairman and the IQAC coordinator in the meeting. The chairman expressed his opinion and gave suggestions to the teachers on the action to be taken based on the feedbacks from various stakeholders.

The following members attended the meeting.

- 1) Dr. Rajshekhar Babnase
Principal & chairman
- 2) Dr. Ramesh Masarbo
coordinator

Members

- 3) S. S. Kammas
- 4) S. M. Kotnur
- 5) Dr. Venkatesh G.
- 6) Dr. Teekappa M.

Ramesh

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