

# SILICON CITY COLLEGE

(A Unit of MJ Education Trust)

Accredited by NAAC with 'A' grade

Recognised by UGC under section 2(f) & 12(B), Affiliated to Bengaluru North University  
#26/2 Ravindra Layout, K R Puram, Bengaluru - 36

*Empowerment Through Knowledge*

College Code: 7633

SCC/IQAC/CIRCULAR/01/2021-22

18-09-2021


## Circular

All the members of IQAC are hereby informed that 1<sup>st</sup> IQAC meeting for the academic year 2021-22 is scheduled on Monday 20<sup>th</sup> September, 2021 at 2.30pm in Chairman sir chamber. The agenda of the meeting is as follows:

### Agenda of the meeting:

- Reconstituting IQAC
- To prepare a revamped academic calendar for Even semester
- To enlist Best practices that are going to enhance the teachers and students performance.
- To draft a full-fledged time table for the even semester-offline classes
- IQAC to initiate a skill development programs
- To initiate SWAYAM course for UG and PG students
- Identification and enlisting appropriate funding agencies
- Taking up social outreach activities by the students
- To finalise the Asset Management Process in the college
- To instruct faculty members on the casual leave process
- To organize a seminar on Savithri Phule by the Women Empowerment cell
- To review NAAC Accreditation process and report to the management on changes if any
- To obtain a self - study report about the academic/research achievements, contributions to the institutions by the faculty members
- To entrust targets to the faculty members about attending a seminar/conference for the paper presentation/webinar in each semester
- IQAC meetings in a month
- To discuss on activating language clubs and cultural clubs on taking up various activities.
- To discuss on live projects to BCA and BBA projects activities.
- To publish a research paper by the department members
- To start documenting criterion-wise activities for the 3<sup>rd</sup> cycle of NAAC accreditation
- To initiate CA orientation to UG and PG students.

  
IQAC Director

  
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20-09-2021

## Agenda and Minutes of 1<sup>st</sup> IQAC meeting held during 2021-22

Subject	Resolution
<b>Agenda 1:</b> Reconstituting the IQAC Cell	The IQAC Cell of the college is reconstituted and the details are enlisted in the Annexure - I
<b>Agenda 2:</b> To prepare a revamped academic calendar for Even Semester	The revamped academic calendar shall be prepared as per IQAC guidelines before Thursday, the 9 <sup>th</sup> September 2021.
<b>Agenda 3:</b> To enlist Best Practices that are going to enhance the teachers and students' performance	The best practices that enhance the performance of teachers and students, are given in Annexure - II
<b>Agenda 4:</b> To draft a full-fledged time-table for the Even Semester – for offline classes	Silpa Madam is entrusted with the responsibility of drafting a new time-table to cover all the working hours of the institution to enable it to be brought in force from 13 <sup>th</sup>
<b>Agenda 5:</b> IQAC to initiate a skill development programs to the students	The skill development programs have been enlisted and Dr. Adilakshmi Madam is entrusted with the activities of lining up the skill development programs to the students.
<b>Agenda 6:</b> Initiating SWAYAM training programs for UG and PG students	All the HoDs are entrusted with the responsibility of initiating the SWAYAM Training Programs for their students.
<b>Agenda 7:</b> Identification and enlisting appropriate Funding Agencies which funds a 2(f) and 12 (B)	List of appropriate Funding Agencies is provided as per Annexure - III
<b>Agenda 8:</b> Taking up social outreach activities by the students	Mr. Murulidhara, the Physical Education Director is entrusted with the responsibilities of identifying appropriate social initiatives to involve the students on various extension activities and outreach programs.
<b>Agenda 9:</b> To finalise the Assents Management Process in the college	Class teachers concerned are instructed to take care of assets management process and monitor the safety and good maintenance of assets present in the classrooms.
<b>Agenda 10:</b> To instruct the faculty members on the Casual Leave process to avoid the dislocation of the class work in the college	Faculty Members are strictly instructed to make alternative arrangements to engage their classes, in case anyone wishes to avail a casual leave to avoid dislocation of class work.
<b>Agenda 11:</b> To organize a seminar on Savithri Pule by the Women Empowerment Cell of the College	Women Empowerment Cell is instructed to make arrangements for organizing a seminar on Savithri Pule in a short period from now.
<b>Agenda 12:</b> To review NAAC Accreditation Process and report to the Management on changes if any.	All Heads of the department have been instructed to go through the new Accreditation Process of NAAC
<b>Agenda 13:</b> To obtain a self-study report about the	Faculty Members are instructed to prepare a self-study

*B. Anand*  
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academic/ research achievements, contributions to the institution by the Faculty Members.	study report about their academic achievement and research pursuits, contributions to the college etc and hand it over to the Principal by 9 <sup>th</sup> September 2021.
<b>Agenda 14</b> To entrust targets to the faculty members about attending a Seminar/ Conference for the paper presentation / Webinar etc in every semester.	At least one time every faculty member is required to attend a seminar/conference for presenting the paper / webinar program to update himself/herself.
<b>Agenda-15</b> IQAC Meetings in a Month	IQAC shall meet on 1 <sup>st</sup> Monday and 3 <sup>rd</sup> Monday every month to take the updated information and monitor the activities of the Committees.
<b>Agenda-16</b> To discuss on activating Language Clubs and Cultural Clubs on taking up various activities	Dr. Govardhan is requested to activate the Language Club and Cultural Clubs in the College and to take up activities in this semester.
<b>Agenda-17</b> To discuss on Live Projects to BCA and BBA Projects Activities.	HoDs of BCA and BBA are instructed to take up Industry-related Live Projects for their students
<b>Agenda-18</b> To Publish a research paper per each department of the college.	It was instructed to all the HoDs that at least one Research Paper should be published by the Faculty Members of the Department in an academic year.
<b>Agenda-19</b> To start documenting criterion-wise activities for the 3 <sup>rd</sup> Cycle of NAAC Accreditation.	All the Criterion In-charges are instructed to start recording and preparing the documents related to their respective criterion for the 3 <sup>rd</sup> Cycle of the NAAC Accreditation Process from immediate effect.
<b>Agenda 20</b> To initiate CA Orientation to UG/PG students	It is decided to entrust the CA orientation program to a professional organization to take up the sessions on CA Orientation to UG and PG students, whosoever are interested.

  
 IQAC COORDINATOR

  
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## Action Taken

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College Code: 7633

## Compliance Report on 1<sup>st</sup> IQAC Meetings- 21-22

The Agenda Points of 1<sup>st</sup> Meeting held on 20-09-2021:

Subject	Resolution	Action Taken
<b>Agenda 2</b> To prepare a revamped academic calendar for Even Semester	IQAC Cell is instructed to Prepare an Academic Calendar for the Odd Sem	IQAC is instructed to implement the resolution, by preparing Academic Calender by second week of October 2021 after obtaining the activities from different cells/committees
<b>Agenda 3</b> To enlist Best Practices that are going to enhance the teachers and students performance	The best practices: 1) Collection of Saplings 2) Transforming the College into a Plastic-free zone 3) Service Learning	1) Collection of Saplings 2) Transforming the College into a Plastic-free zone 3) Service Learning: The students of the college, under the initiative of the Student Council volunteer themselves for the cleaning and maintenance work of the college campus once in a month, relieving the house-keeping staff from their duties on this particular day officially tagged as the 'Big Day Off'.
<b>Agenda 4</b> To draft a full-fledged time-table for the Odd Semester – for offline classes	A full-fledged time-table is drafted for the next academic year.	Time table should be implemented from 11 <sup>th</sup> October 2021 onwards
<b>Agenda 7</b> Identification and enlisting appropriate Funding Agencies which funds a 2(f) and 12 (B) college	Director-IQAC is instructed to enlist the appropriate Funding Agencies	List of appropriate Funding Agencies is provided as per Annexure – III. The lists of the Funding Agencies have been provided to all the IQAC Members for selecting the appropriate Funding Agencies for obtaining funding on various activities.

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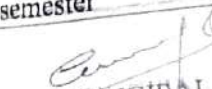
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<b>Agenda 10</b> To instruct the faculty members on the Casual Leave process to avoid the dislocation of the class work in the college	Principal is instructed to inform the Faculty members on the Casual Leave Process.	Faculty Members are strictly instructed to make alternative arrangements to engage their classes, in case anyone wishes to avail a casual leave to avoid dislocation of class work.
<b>Agenda 12</b> To review NAAC Accreditation Process and report to the Management on changes if any.	Mr. Gnanesh, the Principal has been instructed to go through the new Accreditation Process of NAAC and update it to the IQAC.	Changes in the NAAC Accreditation Points are made ready.
<b>Agenda 13</b> To obtain a self-study report about the academic/ research achievements, contributions to the institution by the Faculty Members	Principal is instructed to collect the supporting documents related to the contributions/achievements of the faculty members.	Faculty Members are instructed to prepare a self-study report about their academic achievement and research pursuits, contributions to the college etc and hand it over to the Principal
<b>Agenda-16</b> To discuss on activating Language Clubs and Cultural Clubs on taking up various activities	Taking up Cell/Committee Activities for Odd sem by all in-charges.	Dr. Govardhan is requested to activate the Language Club and Cultural Clubs in the College and to take up activities in this semester

  
Director - IQAC



  
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01-10-2021

SCC/IQAC/CIRCULAR/02/2021-22

## CIRCULAR

All the members of IQAC are hereby informed that 2<sup>nd</sup> IQAC meeting for the year 2021-22 will be held on 4<sup>th</sup> October, 2021 at 2.30pm in Chairman sir's chamber. The agenda of the meeting is as follows:

### **Agenda of the meeting:**

- To read the compliance report of 1<sup>st</sup> IQAC meeting held on 20<sup>th</sup> September, 2021
- To commence the class work for 3<sup>rd</sup> and 5<sup>th</sup> semester students
- To fill the vacant faculty positions for the academic year 2021-22
- To prepare Curriculum Deployment plan for the ODD semester 2021-22
- IQAC to initiate a seminar on the "Salient Features of NEP-Prospects & Challenges"
- IQAC to initiate on Skill Development activities with the help of Karnataka Skill Development Corporation.
- Submission of 4<sup>th</sup> semester M.COM project work dissertation document to BNU
- Relieving Dr Rose Kavitha madam from her services
- To enlist the funding agencies for various activities related to faculty development programs etc
- Organizing one FDP on "How to Write a Research Article"
- Organizing a workshop for faculty members on E-governance – use of automation software
- To regularly attend the documentation of all activities related to different committees
- Organizing a visit to the Orphanage to handover cheque as a kind and helping gesture
- Organizing Anti-Tobacco/Anti-Drug consumption programs after 7<sup>th</sup> October, 2021
- Using MyCampuz portal to register daily activities
- Arrangement of Placements in the campus.
- To organize vaccination drive for students and faculties

  
IQAC Director

  
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04-10-2021

## Agenda and Minutes of 2<sup>nd</sup> IQAC meeting held during 2021-22

Subject	Resolution
<b>Agenda 1</b> Compliance on 1 <sup>st</sup> IQAC Meeting held on 20 <sup>th</sup> Sept 2021	Compliance has been done on the Resolutions made thereon, during the last IQAC Meeting, held on 20 <sup>th</sup> Sept, 2021.
<b>Agenda 2</b> To Commence the Class work for 3 <sup>rd</sup> and 5 <sup>th</sup> sem students	It is resolved to commence the classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem Students w.e.f. 7 <sup>th</sup> October 2021 onwards.
<b>Agenda 3</b> To fill the vacant faculty positions for the academic year 2021-22	Dr. Adilakshmi Madam has been entrusted with the responsibilities of calling for applications from the prospective candidates to fill: 1 Post - Faculty Member in Dept. of Commerce, preferably with a Ph.D in Commerce 1 Post - Faculty Member with MBA Ph.D in the Dept. of Management 1 Post - Faculty Member preferably with Ph.D / Pursuing Ph.D in English 1 Post - Faculty Member preferably with Ph.D in Mathematics
<b>Agenda 4</b> To prepare Curriculum Deployment Plan for the Odd Semester of 2021-22 by all the faculty members	Principal is instructed to ensure the completion of Curriculum Deployment Plan work by every faculty member on the subjects which have been allotted to them for the Odd Semester of 2021-22
<b>Agenda 5</b> IQAC to initiate a Seminar on -The Salient Features of NEP - Prospects & Challenges	Prof. A.N. Guru Prasad, Director-IQAC is instructed to conduct a Seminar on - The Salient Features of NEP - Prospects & Challenges on 5 <sup>th</sup> October 2021 at 2pm
<b>Agenda 6</b> - IQAC to initiate on Skill Development Activities with the Help of Karnataka Skill Development Corporation	Mr. Krishna Murthy, the Skill Development Officer visited the Campus earlier on 09-08-2021 and inspected the physical facilities in the College Premises for grant of Training Centre for Skill Development. Subsequently Mr. Giridhar, the Assistant Skill Development Officer has visited the College to see the availability of Physical Facilities to ensure the Training Centre for Skill Development Activities, on 01-10-2021.
<b>Agenda 7</b> Submission of 4 <sup>th</sup> Sem M.Com Project Work Dissertation Document to BNU	The Project Work Dissertation Documents pertaining to 22 students of 4 <sup>th</sup> Sem M.Com class, were submitted to BNU on 30 <sup>th</sup> Sept'21.

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<b>Agenda 8</b> Relieving Dr. Rose Kavitha Madam from her services.	Dr. Rose Kavitha Madam was relieved from her duties w.e.f. 20 <sup>th</sup> Sept 2021.
<b>Agenda 9</b> To enlist the Funding Agencies for various activities related to faculty development programs etc	The List of different activities for Funding and the Funding Agencies etc, is shown in Annexure-I
<b>Agenda 10</b> Organising one FDP on How to Write a Research Article	Dr. Rose Kavitha has conducted an FDP on How to Write a Research Article on 27 <sup>th</sup> Sept 2021
<b>Agenda 11</b> Organising an FDP on How to Publish the Research Article in Scopus Journals	Dr. Shivani Nigam has organized an FDP on How to Publish the Research Article in Scopus Journals on 28 <sup>th</sup> September 2021.
<b>Agenda 12</b> Organising a Workshop for Faculty Members on E-governance – Use of Automation Software	Dr. Adilakshmi Madam, the IQAC Coordinator has conducted a Workshop for Faculty Members on E-governance, Use of Automation Software – related to Mycampuz Portal on 01.10.2021
<b>Agenda 13</b> To regularly attend the documentation of all activities related to different committees and handover the same to the IQAC on the same day.	All the in-charges of different Committees/Cells to prepare the documents on various activities during the current sem and handover the same to the IQAC on the same day.
<b>Agenda 14</b> Organising a Visit to the Orphanage to handover Cheque as a kind and helping gesture.	Community Engagement Cell is entrusted with the task of fixing a date to visit Sri Sai Krupa Charitable Trust premises to handover a Cheque towards helping gesture.
<b>Agenda 15</b> Organising Anti-tobacco / Anti-Drug Consumption programs after 7 <sup>th</sup> October 2021	Community Engagement Committee is entrusted with the task of organizing Anti-Tobacco / Anti-Drug Consumption Progrms in the second week of October with the involvement of Students.
<b>Agenda 16</b> Using MyCampuz portal to register their daily activities	All the Faculty Members should use Mycampuz Portal to register their daily activities on the same day itself, as per the Workshop demonstration done by, IQAC Coordinator, Dr. Adilakshmi Madam on 01-10-2021.
<b>Agenda 17</b> Arrangement of Placements on the Campus.	The Placement Cell is asked to make arrangements to coordinate with HR teams of the Companies for conducting placement drive on the campus.

*Agenda 18 - Vaccination on the campus*

*13th October the Vaccination program will be taken up*

*[Signature]*  
Director- IQAC

*[Signature]*  
Adilakshmi

*[Signature]*  
PRINCIPAL 7/10/21

*[Signature]*  
PRINCIPAL  
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College Code: 7633


## Compliance Report on 2<sup>nd</sup> IQAC Meetings- 21-22

The Agenda Points of 2<sup>nd</sup> Meeting held on 04-10-2021:

Subject	Resolution	Action Taken
<b>Agenda 2</b> To Commence the Class work for 3 <sup>rd</sup> and 5 <sup>th</sup> sem students	It is resolved to commence the classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem Students w.e.f. 11 <sup>th</sup> October 2021 onwards & 1 <sup>st</sup> Sem UG classes will commence from 21 <sup>st</sup> October 2021 and 3 <sup>rd</sup> Sem M.Com Classes will start from 11 <sup>th</sup> October 2021.	Principal Sir is instructed to implement the resolution accordingly.
<b>Agenda 3</b> To fill the vacant faculty positions for the academic year 2021-22	Dr. Adilakshmi has been entrusted with the responsibilities of calling for applications from the prospective candidates to fill : 1 Post - Faculty Member in Dept. of Commerce, preferably with a Ph.D in Commerce 1 Post - Faculty Member with MBA Ph.D in the Dept. of Management 1 Post - Faculty Member preferably with Ph.D / Pursuing Ph.D in English 1 Post - Faculty Member preferably with Ph.D in Mathematics	Dr. Adilakshmi is instructed to call for the candidates for interview.
<b>Agenda 4</b> To prepare Curriculum Deployment Plan for the Odd Semester of 2021-22 by all the faculty members.	Principal is instructed to ensure the completion of Curriculum Deployment Plan work by every faculty member on the subjects which have been allotted to them for the Odd Semester of 2021-22 on or before 9-10-21 for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem Subjects & by 18-10-21 for 1 <sup>st</sup> Sem UG Subjects.	Principal Sir is instructed to complete the CDP by faculty as per the resolution.

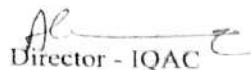
  
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<b>Agenda 5</b> IQAC to initiate a Seminar on - The Salient Features of NEP – Prospects & Challenges	Prof. A.N. Guru Prasad, Director-IQAC is instructed to conduct a Seminar on - The Salient Features of NEP – Prospects & Challenges on 5 <sup>th</sup> October 2021 from 9-30 am onwards.	Seminar is successfully conducted on The Salient Features of NEP – Prospects & Challenges on 5 <sup>th</sup> October 2021 from 9-30 am.
<b>Agenda 6</b> - IQAC to initiate on Skill Development Activities with the Help of Karnataka Skill Development Corporation	Dr. Adilakshmi Madam is requested to initiate the process on skill development activities.	Mr. Giridhar, the Assistant Skill Development Officer has visited the College to see the availability of Physical Facilities to ensure the Training Centre for Skill Development Activities, on 01-10-2021.
<b>Agenda 7</b> Submission of 4 <sup>th</sup> Sem M.Com Project Work Dissertation Document to BNU	M.Com Coordinator is instructed to submit the Project Work Dissertation Documents of 4 <sup>th</sup> Sem M.Com Students to the BNU on 30-09-2021.	The Project Work Dissertation Documents pertaining to 22 students of 4 <sup>th</sup> Sem M.Com class, were submitted to BNU on 30 <sup>th</sup> Sept'21
<b>Agenda 9</b> To enlist the Funding Agencies for various activities related to faculty development programs etc	Prof. Guru Prasad is instructed to shortlist the funding agencies for various activities	The List of different activities for Funding and the Funding Agencies etc, is shown in Annexure-I
<b>Agenda 10</b> Organising one FDP on How to Write a Research Article	Research Cell is instructed to organize the FDP by Dr. B.Rose Kavitha	Dr. Rose Kavitha has conducted an FDP on How to Write a Research Article on 27 <sup>th</sup> Sept 2021
<b>Agenda 11</b> Organising an FDP on How to Publish the Research Article in Scopus Journals	Research Cell is instructed to organize the FDP by Dr. Shivani Nigam	Dr. Shivani Nigam has organized an FDP on How to Publish the Research Article in Scopus Journals on 28 <sup>th</sup> September 2021.
<b>Agenda 12</b> Organising a Workshop for Faculty Members on E-governance – Use of Automation Software	Dr. Adilakshmi is instructed to organize a workshop on E-governance	Dr. Adilakshmi Madam, the IQAC Coordinator has conducted a Workshop for Faculty Members on E-governance, Use of Automation Software – related to Mycampuz Portal on 30-09-2021
<b>Agenda 13</b> To regularly attend the documentation of all activities related to different committees and handover the same to the IQAC on the same day.	IQAC Cell is instructed to obtain the documents on the activities related to 2021-22 on the same day from various committees/cells incharge	All the in-charges of different Committees/Cells are preparing the documents on various activities during the current sem and handing over the same to the IQAC on the same day.
<b>Agenda 14</b> Organising a Visit to the Orphanage to handover Cheque as a kind and helping gesture.	Community Engagement Cell is instructed to make arrangements for the program	Mr. Kiran the Cell incharge has made arrangements for the program to visit Sri Sai Krupa Charitable Trust premises to handover a

  
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# SILICON CITY COLLEGE

		Cheque towards helping gesture after 1 <sup>st</sup> Year students start coming to the college.
<b>Agenda 15</b> Organising Anti-tobacco / Anti-Drug Consumption programs after 7 <sup>th</sup> October 2021	Community Engagement Committee is entrusted with the task of organizing Anti-Tobacco / Anti-Drug Consumption Programs in the second week of October with the involvement of Students.	Mr. Kiran is conducting the program in the Odd Sem.
<b>Agenda 17: Arrangement</b> of Placements on the Campus.	The Placement Cell is asked to make arrangements to coordinate with HR teams of the Companies for conducting placement drive on the campus.	On 22 <sup>nd</sup> Placement Drive is slotted to be conducted.
<b>Agenda 18:</b> Conducting a Vaccination Drive for the students, Alumni and Parents	.Dr. Adilakshmi Madam is requested to talk to BBMP Health Inspector to organize Vaccination Drive on the College Campus.	Vaccination Drive is planned to be held on 13 <sup>th</sup> October 2021 and the Students, Alumni and the Parents are given the information to take vaccine

  
Director - IQAC



  
PRINCIPAL

  
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16-10-2021

SCC/IQAC/CIRCULAR/03/2021-22


### Circular

All the members of IQAC are hereby informed to attend 3<sup>rd</sup> IQAC meeting on 18<sup>th</sup> October, 2021  
at 2.30pm in Chairman Sir's chamber.

The agenda of the meeting is as follows:

- To confirm the minutes of 2<sup>nd</sup> Meeting of IQAC held on 04/09/2021 (Monday)
- Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year
- Teaching, Learning Evaluation
- To discuss on placements for the out-going final year batch (2020-21) of UG and PG students.
- Commencement of Class Work for 1<sup>st</sup> Sem UG students
- Appointment of New Faculty Members for the Odd Sem
- Approval for Department of Commerce for Submission of Application through Online to obtain the ~~Living~~-Global Partnership Grants – in association with British Council

  
IQAC DIRECTOR/COORDINATOR

  
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Empowerment Through Knowledge

College Code: 7633

Dt: 18-10-2021


## Agenda and Minutes of IQAC 3<sup>rd</sup> Meeting for 2021-22

SUBJECT	RESOLUTION
Agenda 1 To confirm the minutes of 2 <sup>nd</sup> Meeting of IQAC held on 04/10/2021 (Monday)	The minutes of the meeting on 04/10/2021 was read and confirmed by all the members
Agenda 2 Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year	Academic Calendar containing activities pertaining to Odd Sem of 2021-22, kept for approval.
Agenda 3 Teaching, Learning Evaluation	<ol style="list-style-type: none"><li>1. Resolved to instruct the Heads of the Department to follow the time-table schedule to conduct classes for UG and PG sections.</li><li>2. To Conduct an Induction/ Orientation program and bridge course sessions to 1<sup>st</sup> Year UG students from 25<sup>th</sup> October onwards.</li></ol>
Agenda 4 To discuss on placements for the outgoing final year batch (2020-21) of UG and PG students.	The Coordinator for Placements is instructed to take up placement activities on the campus based upon the recruitment schedule of the hiring companies by enlisting dates for their Pre-placement Talk sessions etc.
Agenda 5 Commencement of Class Work for 1 <sup>st</sup> Sem UG students	The Principal is instructed to follow the academic calendar of BNU and to commence the 1 <sup>st</sup> Sem UG classes from 25 <sup>th</sup> October 2021.
Agenda 6 Appointment of New Faculty Members for the Odd Sem	Arrangements are being made to appoint faculty members for the Odd Sem
Agenda 7 : Approval for Department of Commerce for Submission of Application through Online to obtain the Going-Global Partnership Grants – in association with British Council	IQAC has forwarded the proposal to the Management for permission to Apply for obtaining Grants on "Going Global Partnership Program" in association with British Council.

  
IQAC Director

  
Principal

Principal

  
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Empowerment Through Knowledge

College Code: 7633

## INTERNAL QUALITY ASSURANCE CELL

Dt: 18-10-2021

### Agenda and Minutes of IQAC 3<sup>rd</sup> Meeting for 2021-22

SUBJECT	RESOLUTION	ACTION TAKEN
Agenda 1 To confirm the minutes of 2 <sup>nd</sup> Meeting of IQAC held on 04/10/2021 (Monday)	The minutes of the meeting on 04/10/2021 was read and confirmed by all the members	Reviewed the resolutions made in the 3 <sup>rd</sup> IQAC Meeting dated 04-10-2021
Agenda 2 Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year	Academic Calendar containing activities pertaining to Odd Sem of 2021-22, kept for approval.	Academic Calendar for 2021-22 has been approved and brought into effect.
Agenda 3 Teaching, Learning Evaluation	<ol style="list-style-type: none"><li>Resolved to instruct the Heads of the Department to follow the time-table schedule to conduct classes for UG and PG sections.</li><li>To Conduct an Induction/ Orientation program and bridge course sessions to 1<sup>st</sup> Year UG students from 25<sup>th</sup> October onwards.</li></ol>	Time-table for the Odd sem has been followed for Odd Sem for both UG and PG courses. Induction/Orientation Program was conducted successfully for 1 <sup>st</sup> year UG students.
Agenda 4 To discuss on placements for the out-going final year batch (2020-21) of UG and PG students.	The Coordinator for Placements is instructed to take up placement activities on the campus based upon the recruitment schedule of the hiring companies by enlisting dates for their Pre-placement Talk sessions etc.	Placement Cell will take the dates from the HR teams and arrange the placement drive accordingly.
Agenda 5 Commencement of Class Work for 1 <sup>st</sup> Sem UG students	The Principal is instructed to follow the academic calendar of BNU and to commence the 1 <sup>st</sup> Sem UG classes from 25 <sup>th</sup> October 2021.	From 27 <sup>th</sup> October 2021 onwards, the class work for 1 <sup>st</sup> Sem UG students has commenced
Agenda 6 Appointment of New Faculty Members for the Odd Sem	Arrangements are being made to appoint faculty members for the Odd Sem	All necessary steps have been taken to appoint new faculty members to run the classes effectively.

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Agenda 7 : Approval for Department of Commerce for Submission of Application through Online to obtain the Going-Global Partnership Grants – In association with British Council


IQAC has forwarded the proposal to the Management for permission to Apply for obtaining Grants on “Going Global Partnership Program” in association with British Council.

The British Council authorities should give clarity on the Going Global Partnership Program . The college is waiting for clarity from the British Council.

  
IQAC Director

  
IQAC Coordinator

Principal

  
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College Code: 7633

SCC/IQAC/CIRCULAR/04/2021-22

30-10-2021

### Circular

All the faculty members are hereby informed to attend 4<sup>th</sup> IQAC meeting on 2<sup>nd</sup> November, 2021 at 2.30pm in Chairman Sir's chamber. The agenda of the meeting is as follows:

- To confirm the minutes of 3<sup>rd</sup> Meeting of IQAC held on 18/10/2021 (Monday)
- Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year
- Teaching , Learning Evaluation
- To discuss on placements for the out-going final year batch (2020-21) of UG and PG students.
- Allocation of Subjects to the Newly Joined Faculty Members to engage the classes without any further dislocation of work.
- Handing over of Work Diaries at IQAC Chamber to preserve them for further sessions of inspection
- Completing the NAAC Documentation work for 2020-21 and close the activities in the Lab

  
IQAC Director/Coordinator

  
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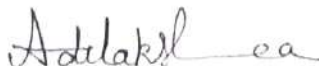
College Code: 7633

Dt: 01-11-2021

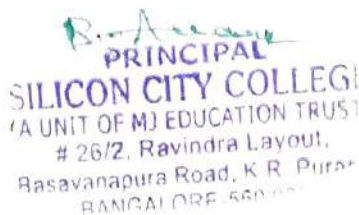
### Agenda and Minutes of IQAC 4<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION
<b>Agenda 1</b> To confirm the minutes of 3 <sup>rd</sup> Meeting of IQAC held on 18/10/2021	The minutes of the meeting on 18/10/2021 was read and confirmed by all the members
<b>Agenda 2</b> Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year	Academic Calendar containing activities pertaining to Odd Sem of 2021-22, kept for approval.
<b>Agenda 3</b> Teaching , Learning Evaluation	Resolved to instruct the Heads of the Department to follow the time-table schedule to conduct classes for 1 <sup>st</sup> Year UG regularly from 2 <sup>nd</sup> Nov 2021 onwards.
<b>Agenda 4</b> To discuss on placements for the outgoing final year batch (2020-21) of UG and PG students.	HR teams are expected to give their schedule in the Second week of November for their visit then as per the schedule, the college will arrange Placement Drive to the Outgoing batch.
<b>Agenda 5</b> Allocation of Subjects to the Newly Joined Faculty Members to engage the classes without any further dislocation of work.	Subjects have been allocated to Maths Madam, who has reported to duty. And similarly the subjects, as per time-table will be allotted to the new faculty members, as and when they report at the Institution.
<b>Agenda 6</b> Handing over of Work Diaries at IQAC Chamber to preserve them for further sessions of inspection.	All the Faculty Members are instructed to handover their diaries of last year at IQAC Chamber to preserve them for further sessions of inspection.
<b>Agenda 7</b> Completing the NAAC Documentation work for 2020-21 and close the activities in the Lab	All the Criteria points are being attended and Except the points that need the following are being kept under pending: 1) Audited Financial Statement from Chartered Accountant 2) Results of Final Year Students of UG & PG for 2020-21, which are awaited. 3) UG Students Progression into PG courses
<b>Agenda 8</b> Applying on SWAYAM Portal – Certificate Programs to be given to students	The College got registered on SWAYAM Portal. In the month of December, the Certificate Programs will be made available on its Portal
<b>Agenda 9</b> Providing an Orientation on CA Foundation Course and ICWA Foundation Course	Sri. Naveen Kumar is instructed to take up an orientation session on CA Foundation and Mrs. Silpa Madam is requested to take up an orientation on ICWA Foundation Course.
<b>Agenda 10</b> Collecting soft copy of Students' photos to ensure the College Id cards	The students are instructed to send the Soft Copy of their photos to the College Mobile Number - 8147093466
<b>Agenda 11</b> To keep the College Campus a Plastic-free zone	Eco Club is instructed to engage each class to keep the college campus a Plastic-free zone

  
IQAC Director

  
Principal

  
Principal

  
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Empowerment Through Knowledge

College Code: 7633


Dt: 01-11-2021

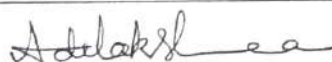
## Agenda and Minutes of IQAC 4<sup>th</sup> Meeting for 2021-22

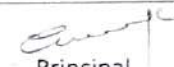
SUBJECT	RESOLUTION	ACTION TAKEN
<b>Agenda 1</b> To confirm the minutes of 3 <sup>rd</sup> Meeting of IQAC held on 18/10/2021	The minutes of the meeting on 18/10/2021 was read and confirmed by all the members	The Meeting held on 01-11-2021 has reviewed the activities enlisted in the 4 <sup>th</sup> Meeting 2021-22
<b>Agenda 2</b> Approval of the Academic Calendar for Odd Sem of 2021-22 Academic Year	Academic Calendar containing activities pertaining to Odd Sem of 2021-22, kept for approval.	Academic Calendar for the Odd Sem of 2021-22 has been brought into effect and the activities are being carried on as per the Academic Calendar.
<b>Agenda 3</b> Teaching , Learning Evaluation	Resolved to instruct the Heads of the Department to follow the time-table schedule to conduct classes for 1 <sup>st</sup> Year UG regularly from 2 <sup>nd</sup> Nov 2021 onwards.	Time-table has been brought into effect and currently the faculty members are following the timetable, framed for Odd Semester.
<b>Agenda 4</b> To discuss on placements for the out-going final year batch (2020-21) of UG and PG students.	HR teams are expected to give their schedule in the Second week of November for their visit then as per the schedule, the college will arrange Placement Drive to the Outgoing batch.	HR Managers are consulted for conducting the drive on the campus for our students. In this week they are providing the schedule.
<b>Agenda 5</b> Allocation of Subjects to the Newly Joined Faculty Members to engage the classes without any further dislocation of work.	Subjects have been allocated to Maths Madam, who has reported to duty. And similarly the subjects, as per time-table will be allotted to the new faculty members, as and when they report at the Institution.	One faculty Member, Mrs. Rupa santhoshi has joined in the Department of Management and Two more Faculty Members Mrs. Shanthi and Ms. Christina have joined the BCA Department and subjects have been allocated and time-table copies have been distributed to all these three new faculty members. IQAC welcomes the new faculty members into Silicon Family.
<b>Agenda 6</b> Handing over of Work Diaries at IQAC Chamber to preserve them for further sessions of inspection.	All the Faculty Members are instructed to handover their diaries of last year at IQAC Chamber to preserve them for further sessions of inspection.	Faculty Members have placed their work diaries in the IQAC room.
<b>Agenda 7</b> Completing the NAAC Documentation work for 2020-21 and close the activities in the Lab	All the Criteria points are being attended and Except the points that need the following are being kept under pending: 1) Audited Financial Statement from Chartered Accountant	All the Criterion Points related to AQAR of NAAC for the academic year 2020-21 have been attended and completed except those points which require the following issues: 1) Audited Financial Statement from Chartered Accountant 2) Results of Final Year Students of UG & PG for 2020-21

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	<p>2) Results of Final Year Students of UG &amp; PG for 2020-21, which are awaited.</p> <p>3) UG Students Progression into PG courses</p>	<p>which are awaited.</p> <p>3) UG Students Progression into PG courses</p>
<b>Agenda 8</b> Applying on SWAYAM Portal – Certificate Programs to be given to students	The College got registered on SWAYAM Portal. In the month of December, the Certificate Programs will be made available on its Portal	The students were appraised about the certificate programs on SWAYAM Portal by Dr. Adilakshmi Madam. Once the Certificate Programs are displayed on the SWAYAM Portal, all the incharges/ HoDs concerned are requested to enrol the students for different Certification Programs.
<b>Agenda 9</b> Providing an Orientation on CA Foundation Course and ICWA Foundation Course	Sri. Naveen Kumar is instructed to take up an orientation session on CA Foundation and Mrs. Silpa Madam is requested to take up an orientation on ICWA Foundation Course.	Sri. Naveen Kumar has engaged an Orientation Session to the students on CA Foundation on 9 <sup>th</sup> November 2021 and Mrs. Silpa Madam is instructed to engage a session on ICWA Foundation on 19 <sup>th</sup> November, in coordination with the faculty members of Department of Commerce.
<b>Agenda 10</b> Collecting soft copy of Students' photos to ensure the College Id cards	The students are instructed to send the Soft Copy of their photos to the College Mobile Number - 8147093466	Sri. Naveen Kumar, who holds the college mobile phone, is receiving the soft copies of the students' photographs.
<b>Agenda 11</b> To keep the College Campus a Plastic-free zone	Eco Club is instructed to engage each class to keep the college campus a Plastic-free zone	A Circular has been sent to the class sections as to when each class section students should involve in the activities to keep the college campus clean and tidy through Eco Club and accordingly every Monday, Wednesday and Friday of the week the UG students will be taking part in the event.

  
Director- IQAC



  
Principal

  
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CHENNAI - 600 055



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College Code: 7633

SCC/IQAC/CIRCULAR/05/2021-22

13-11-2021

## Circular

All the faculty members are hereby informed to attend 5<sup>th</sup> IQAC meeting on 15<sup>th</sup> November 2021 at 3pm in Chairman Sir's chamber. The agenda of the meeting is as follows:

- To confirm the minutes of 4<sup>th</sup> Meeting of IQAC held on 02/11/2021
- Appointing one faculty member in the Dept. Of Management, Two Faculty Members for BCA and One Faculty Member for Commerce
- Documentation of the NAAC related activities by the concerned Committee in charges and handing over the same to IQAC on same day.
- Engaging the Students on different committees/cells related activities from 2.30 PM onwards.
- Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity
- Taking up Project activities for 5<sup>th</sup> Sem BCA students by BCA faculty members
- Conducting 1<sup>st</sup> Internal Exam for the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Sem UG and 3<sup>rd</sup> Sem PG classes
- Engaging an Orientation Session on ICWA Foundation

  
IQAC Director/Coordinator

  
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College Code: 7633

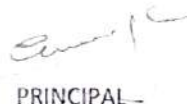
Dt: 15-11-2021


## Agenda and Minutes of IQAC 5<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION
<b>Agenda 1</b> To confirm the minutes of 4 <sup>th</sup> Meeting of IQAC held on 09/11/2021	The minutes of the meeting on 09/11/2021 was read and confirmed by all the members
<b>Agenda 2</b> Appointing one faculty member in the Dept. Of Management, Two Faculty Members for BCA and One Faculty Member for Commerce	Mrs. Rupa Santhoshi has joined as a faculty member in the Department of Management Mrs. Shanthi and Ms. Christina have joined as faculty members in the Department of Computer Applications. One faculty member for Commerce Department is awaited and she is expected to report to duty tomorrow and start taking the classes from Wednesday, the 17 <sup>th</sup> November 2021.
<b>Agenda 3</b> Documentation of the NAAC related activities by the concerned Committee incharges and handing over the same to IQAC on same day.	Its once again reminded to all the incharge faculty members of the respective committees and cells to document the activities of NAAC and hand over the same to IQAC on the same day.
<b>Agenda 4</b> Engaging the Students on different committees/cells related activities from 2.30 PM onwards.	The Committee Incharges are instructed to involve newly joined faculty members also and work as a team from henceforth onwards.
<b>Agenda 5</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity	Mr. Chidananda Naik and Mr. Kiran.G are instructed to fix a date to visit, along with students, to Sri Saikrupa Charitable Trust to hand over the Cheque.
<b>Agenda 6</b> Taking up Project activities for 5 <sup>th</sup> Sem BCA students by BCA faculty members	All the three BCA faculty members are instructed to discuss the V Sem BCA projects and sort out the topics for their projects and guide the students accordingly.
<b>Agenda 7</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	It is proposed to conduct the 1 <sup>st</sup> Internal Exam for 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG & 3 <sup>rd</sup> Sem PG classes in the 1 <sup>st</sup> weekend of December 2021.
<b>Agenda 8</b> Engaging an Orientation Session on ICWA Foundation	Mrs. Silpa Madam is instructed to engage an Orientation session on ICWA Foundation on 19 <sup>th</sup> November 2021.

  
Director-IQAC



  
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# SILICON CITY COLLEGE

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College Code: 7633

## INTERNAL QUALITY ASSURANCE CELL

Dt: 15-11-2021

### Action Taken Report on Minutes of IQAC 5<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION	Action Taken
<b>Agenda 1</b> To confirm the minutes of 4 <sup>th</sup> Meeting of IQAC held on 02/11/2021	The minutes of the meeting on 02/11/2021 was read and confirmed by all the members	Reviewed the Action Taken on the 4 <sup>th</sup> IQAC Meeting, held on 02-11-2021
<b>Agenda 2</b> Appointing one faculty member in the Dept. Of Management, Two Faculty Members for BCA and One Faculty Member for Commerce	Mrs. Rupa Santhoshi has joined as a faculty member in the Department of Management Mrs. Shanthi and Ms. Christina have joined as faculty members in the Department of Computer Applications. One faculty member for Commerce Department is awaited and she is expected to report to duty tomorrow and start taking the classes from Wednesday, the 17 <sup>th</sup> November 2021.	Owing to Personal Reasons – on the pretext of moving out of Country along with Rupa Santhoshi's husband, Madam has quit the job. Mrs. Nafisa, a Senior Faculty Member with vast experience has joined Silicon Family on Thursday, the 18 <sup>th</sup> November 2021 as a new BCA Faculty Member <b>Mrs. Shanthi and Mrs Nafisa, in place of Ms. Christina have been introduced to the students and the madams have been given the Time-table copies with subject allocation.</b>
<b>Agenda 3</b> Documentation of the NAAC related activities by the concerned Committee incharges and handing over the same to IQAC on same day.	Its once again reminded to all the incharge faculty members of the respective committees and cells to document the activities of NAAC and hand over the same to IQAC on the same day.	The committee in-charge is instructed to handover the documents related to his/her committee/cell to IQAC immediately after the activities are completed.
<b>Agenda 4</b> Engaging the Students on different committees/cells related activities from 2.30 PM onwards.	The Committee In-charges are instructed to involve newly joined faculty members also and work as a team from henceforth onwards.	A new list of various committees for 2021-22 is ready with inclusion of new faculty members and they are instructed to take up the activities related to their respective committees/cells.
<b>Agenda 5</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance –	Mr. Chidananda Naik and Mr. Kiran.G are instructed to fix a date to visit, along with students, to Sri Saikrupa Charitable Trust to hand over the Cheque.	The coordinators of Community Engagement Cell are instructed to visit Sri Saikrupa Charitable Trust on On 24 <sup>th</sup> November 2021 to handover the cheque.


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Community Engagement Committee's Activity		
<b>Agenda 6</b> Taking up Project activities for 5 <sup>th</sup> Sem BCA students by BCA faculty members	All the three BCA faculty members are instructed to discuss the V Sem BCA projects and sort out the topics for their projects and guide the students accordingly.	Mrs. Nafisa, the Senior Faculty member of the Department of BCA is requested to monitor the 5 <sup>th</sup> Sem BCA Projects and guide the students accordingly.
<b>Agenda 7</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	It is proposed to conduct the 1 <sup>st</sup> Internal Exam for 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG & 3 <sup>rd</sup> Sem PG classes in the 1 <sup>st</sup> weekend of December 2021.	The circular has been sent to the students of all UG and 3 <sup>rd</sup> Sem PG classes stating that the 1 <sup>st</sup> Internal Exams will be held from 9 <sup>th</sup> December 2021 to 11 <sup>th</sup> December 2021.
<b>Agenda 8</b> Engaging an Orientation Session on ICWA Foundation	Mrs. Silpa Madam is instructed to engage an Orientation session on ICWA Foundation on 19 <sup>th</sup> November 2021.	The Program is rescheduled to 29 <sup>th</sup> December 2021.

Director-IQAC

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College Code: 7633

SCC/IQAC/CIRCULAR/06/2021-22


06-12-2021

### Circular

All the faculty members are hereby informed to attend IQAC meeting today at 3pm in Chairman Sir's chamber. Agenda of the meeting is as follows:

Agenda
<b>Agenda 1</b> To confirm the minutes of 5 <sup>th</sup> Meeting of IQAC held on 15/11/2021
<b>Agenda 2</b> Conducting Placement Drive for the Previous UG & PG and Current 2020-21 Batch of UG & PG.
<b>Agenda 3</b> Re-scheduling the Internal Exams
<b>Agenda 4</b> <b>Agenda 5</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity
<b>Agenda 5</b> Engaging an Orientation Session on ICWA Foundation
<b>Agenda 6</b> Reconstituting the Committees/Cells for effective functioning

  
IQAC Director/Coordinator

  
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College Code: 7633


Dt: 20-12-2021

## Action Taken Report on the Minutes of IQAC 6<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION	ACTION TAKEN
<b>Agenda 1</b> To confirm the minutes of 5 <sup>th</sup> Meeting of IQAC held on 15/11/2021	The minutes of the meeting on 15/11/2021 was read and confirmed by all the members	The IQAC Members have reviewed the minutes of the meeting dated 15-11-2021
<b>Agenda 2</b> Conducting Placement Drive for the Previous UG & PG and Current 2020-21 Batch of UG & PG.	The Recruiter for undertaking drive for Axis Bank has slotted the Placement Drive on Thursday, the 10 <sup>th</sup> December 2021 and all the candidates, for whom the drive is meant have been provided with the information related to the said drive.	The Recruiters have conducted the Interview drive for Axis Bank on 9 <sup>th</sup> December 2021 and the short listing of the candidates is in the process and in this week, the Head Office is getting the schedule of students' joining released to the students.
<b>Agenda 3</b> Re-scheduling the Internal Exams	With a view to cover the syllabus in the subjects for both UG and PG courses, its proposed to re-schedule after the second week of December 2021.	The syllabus coverage is reviewed and it is proposed to hold Internal exams for UG and PG students from 27 <sup>th</sup> Dec to 30 <sup>th</sup> Dec'21
<b>Agenda 4</b> <b>Agenda 5</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity	Mr. Chidananda Naik and Mr. Kiran.G are instructed to visit on 11 <sup>th</sup> December 2021, along with students, to Sri Saikrupa Charitable Trust to hand over the Cheque.	The Cheque will be collected from the College Office and it will be submitted to Sri Saikrupa Charitable Trust in this week.
<b>Agenda 5</b> Engaging an Orientation Session on ICWA Foundation	Mrs. Silpa Madam is instructed to engage an Orientation session on ICWA Foundation on 7 <sup>th</sup> December 2021.	The Program couldn't be held due to Mrs.. Silpa Madam had gone on leave to attend her ICWA exams. The program will be rescheduled in the a week days time.
<b>Agenda 6</b> Reconstituting the Committees/Cells for effective functioning	A new Committees/Cells have been reconstituted for effective functioning	With a view to accommodate the new faculty members, the Committees/Cells will be reconstituted.

  
Director-IQAC

  
IQAC Coordinator

  
PRINCIPAL  
SILICON CITY COLLEGE  
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# 26/2, Ravindra Layout,  
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BANGALORE - 560036



# SILICON CITY COLLEGE

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College Code: 7633

Dt: 20-12-2021

## Agenda and Minutes of IQAC 7<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION
<b>Agenda 1</b> To confirm the minutes of 6 <sup>th</sup> Meeting of IQAC held on 15/11/2021	The minutes of the meeting on 15.11.2021 was read and confirmed by all the members
<b>Agenda 2</b> Appointing one faculty member in the Dept. Of Management, Joining of Two Faculty Members for Computer Science	Mrs. Shanthi was relieved as Faculty Member of BCA Dept. Dr. Ravi Chandran, has joined the institution as Director-Research & HoD, Dept. Of Computer Science. Mrs. Gajapriya has joined as a faculty member in the Dept. of Management..
<b>Agenda 3</b> Finalizing the Theme & Topic, Identifying and finalising the Resource Persons as speakers/ presenters of seminars and a deadline to be fixed for forwarding the documents to the funding agency for the proposed Seminars of Dept. of Commerce and Department of Computer Science.	The respective HoDs of Depts. Of Commerce & Management and Computer Science are entrusted with the responsibilities of finalizing the theme, topic, resource persons and the dates of proposed seminar and keep a deadline to handover the documents, duly furnishing the above details to the IQAC for onward submission to Karnataka Higher Education Council for getting funding.
<b>Agenda 4</b> To start exploring new avenues for the following Programs in coordination with Research Cell: <ol style="list-style-type: none"> <li>1. Organising a Webinar</li> <li>2. Organising a Faculty Development Program on Research</li> <li>3. Engaging FDP sessions to our faculty members twice in a month</li> <li>4. Encouraging the faculty members to publish articles by conducting FDP on Publications</li> </ol>	The IQAC thanks and appreciates Director-Research for his response on the inputs of IQAC on conducting Seminars, Conferences, Webinars, FDPs on Research etc.  The Director Research is requested to come up with suitable programs and dates to organise FDPs on every 2 <sup>nd</sup> and 4 <sup>th</sup> Mondays of a month to expedite the Research Process.
<b>Agenda 5</b> Exploring possibilities of building tie-ups with Foreign Institutions	IQAC has given the overview to the Director-Research on the concept of building tie-ups with Foreign Universities and Institutions to impart quality education to the students on the College Campus. The Director-Research is requested to negotiate with the Foreign Institutions to move with the proposed Tie-ups.
<b>Agenda 6.</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity	A Cheque for Rs. 12,410/- is readily available to donate to Sri Saikrupa Charitable Trust Mr. Chidananda Naik and Mr. Kiran.G are instructed to visit the Orphanage along with 1 <sup>st</sup> Year Students and hand over the cheque.

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<b>Agenda 7</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	With a view to give sufficient time for the faculty members to cover the syllabi in different subjects, it's proposed to hold Internal Exams from 27 <sup>th</sup> December to 30 <sup>th</sup> December 2021 and submitted for approval of Exam Schedule by IQAC.
<b>Agenda :8</b> Issues raised by the students on various co-curricular & extracurricular activities	The IQAC has been working on providing solutions to various issues raised by students on co-curricular & extracurricular activities and one after the other, they will be addressed. The list of issues raised by the students is enlisted in the Annexure-I
<b>Agenda : 9</b> Submitting the proposals for obtaining funding : 1. For Remedial Coaching for SC, ST, OBC & Minority students 2. For organising Seminars on behalf of Depts. of Commerce & Computer Science	1. Proposals for remedial coaching for SC, ST, OBC & Minority Students, are being made ready and the Quotation for computer systems is awaited from Mr. Praveen and list of books to be purchased is getting ready from Librarian Sir. 2. Outline on Proposals for organising Seminars by Dept. of Commerce & Computer Science are given to Director-Research for consideration to finalise the Resource Persons for the Seminar.

  
Director-IQAC

  
IQAC Coordinator

  
PRINCIPAL

  
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*Empowerment Through Knowledge*

College Code: 7633

Date: 03-01-2022

## Action Taken on the Resolutions of IQAC 7<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION	ACTION TAKEN
<b>Agenda 1</b> To confirm the minutes of 6 <sup>th</sup> Meeting of IQAC held on 6/2/2021	The minutes of the meeting on 6/2/2021 was read and confirmed by all the members	The resolutions of 8 <sup>th</sup> IQAC meeting was reviewed by all the members.
<b>Agenda 2</b> Appointing one faculty member in the Dept. Of Management, Joining of Two Faculty Members for BCA.	Mrs. Shanthi was relieved as Faculty Member of BCA Dept. Dr. Ravi Chandran, has joined the institution as Director-Research & HoD, Dept. Of Computer Science. Mrs. Gajapriya has joined as a faculty member in the Dept. of Management..	The IQAC welcomes Dr. Ravi Chandran Sir and Mrs. Gajapriya Madam into Silicon Family.
<b>Agenda 3</b> Finalizing the Theme & Topic, Identifying and finalising the Resource Persons as speakers/ presenters of seminars and a deadline to be fixed for forwarding the documents to the funding agency for the proposed Seminars of Dept. of Commerce and Department of Computer Science	The respective HoDs of Depts. Of Commerce & Management and Computer Science are entrusted with the responsibilities of finalizing the theme, topic, resource persons and the dates of proposed seminar and keep a deadline to handover the documents, duly furnishing the above details to the IQAC for onward submission to Karnataka Higher Education Council for getting funding.	Proposal for getting Financial Assistance from Karnataka Higher Education Council, has been submitted by the Department of Computer Science and another such proposal is getting ready from the Department of Commerce & Management. Tomorrow the second proposal will be submitted for financial assistance from Karnataka Higher Educational Council.
<b>Agenda 4</b> To start exploring new avenues for the following Programs in coordination with Research Cell: 1. Organising a Webinar 2. Organising a Faculty Development Program on Research 3. Engaging FDP sessions to our faculty members twice in a month	The IQAC thanks and appreciates the Director Research for his response on the inputs of IQAC on Conducting Seminars, Conferences, Webinars, FDPs on Research etc.  The Director Research is requested to come up with the suitable programs and dates to organise FDPs on every 2 <sup>nd</sup> and 4 <sup>th</sup> Mondays of a month to expedite	The Research Cell has initiated promoting research activities among the faculty members and attending Webinars and online Seminars/ workshops etc has been initiated. Second Monday, there will be a session on Research Article Writing and getting it published etc to guide the young faculty members, under the guidance of Research Cell.

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4. Encouraging the faculty members to publish articles by conducting FDP on Publications	the Research Process.	
<b>Agenda 5</b> Exploring possibilities of building tie-ups with Foreign Institutions	IQAC has given the overview about the tie-ups to the Director- Research on the concept of building tie-ups with Foreign Universities and Institutions to impart quality education to the students on the College Campus. The Director-Research is requested to negotiate with the Foreign Institutions to move with the proposed Tie-ups.	Activities related to ensuring the Tie-ups is under the process of examination. The Director- Research has forwarded the proposal from a Coimbatore-based organisation to get an incubation centre at our college to guide BCA students on their Live Projects. The same has been placed before IQAC today for approval.
<b>Agenda 6.</b> Visiting Sri Saikrupa Charitable Trust for handing over Cheque as part of providing financial assistance – Community Engagement Committee's Activity	Mr. Chidananda Naik and Mr. Kiran.G have collected Rs. 12,410/- to donate the money to Sri Saikrupa Charitable Trust in the form of a Cheque and in a day or two, they will be completing the task of visiting the Orphanage along with 1 <sup>st</sup> Year Students.	IQAC appreciates Mr. Kiran, Mr. Chidananda Naik and Mr. Prakash for visiting Sree Sai Krupa Charitable Trust, along with the students to hand over two cheques for Rs. 12,410/-
<b>Agenda 7</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	With a view to give sufficient time for the faculty members to cover the syllabi in different subjects, its proposed to hold Internal Exams from 27 <sup>th</sup> December to 30 <sup>th</sup> December 2021 and submitted for approval of Exam Schedule by IQAC.	The IQAC has scheduled to hold Internal Exams from 5 <sup>th</sup> January 2022 to 08-01-2022 for 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students.

Director-IQAC 3/11

IQAC COORDINATOR

B. Anwar  
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Empowerment Through Knowledge

College Code: 7633

Date: 03-01-2022

## Agenda & Resolutions of IQAC 8<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION
<b>Agenda 1</b> To confirm the minutes of 7 <sup>th</sup> Meeting of IQAC	The IQAC members have reviewed the Action Taken on 7 <sup>th</sup> Meeting.
<b>Agenda 2</b> Organising a Colours Week	Colours week has been planned from the previous week onwards. Still two more activities are to go on. Dr. Govardhan is instructed to organise the events in this week.
<b>Agenda 3</b> Finalizing the Theme & Topic, Identifying and finalising the Resource Persons as speakers/ presenters of seminars and a deadline to be fixed for forwarding the documents to the funding agency for the proposed Seminars of Dept. of Commerce	Dr. Shivani Nigam is instructed to complete the scheduling of the Seminar session-time and submit the proposal for financial assistance by Karnataka Higher Education Council by tomorrow.
<b>Agenda 4</b> Preparing needful documents for submitting a proposal to the UGC for getting funding on different students progress activities	All documents are made ready for submitting the proposal to the UGC for getting funding for Remedial Coaching for students of SC/ST/OBC/Minority communities. As per the guidance of the Chairman Sir, it will be submitted to the UGC.
<b>Agenda 5</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students	The IQAC has re-scheduled the 1 <sup>st</sup> Internal Exams from 10-01-2022 to 12-01-2022.
<b>Agenda 6</b> Making arrangements for conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	The Examination Committee is instructed to collect the Question Papers from respective teachers and process it for printing. The Exam Committee is also instructed to make seating arrangement for the Internal Exams.
<b>Agenda 7</b> Allocation of Subjects to Dr. Amarnath Reddy, Associate Professor of Management, who is the In-charge of Department of Management.	The subjects allocation to Dr. Amarnath Reddy is under the process.
<b>Agenda 8</b> Conducting Silicon Premier League Sports Matches to the students – Cricket to Boys and Throwball to the Girls.	Mr. Murulidhara, the Physical Education Director is instructed to conduct Cricket League Matches to Boys and throwball to girls from 12-01-2022 onwards.
<b>Agenda 9</b> Conducting Silicon Suggi, the Festival of Harvest Season at the College	Dr. Govardhan is instructed to organise Silicon Suggi on 22 <sup>nd</sup> January 2022.

  
Director-IQAC 3/1



  
IQAC COORDINATOR

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College Code: 7633

Date: 27-01-2022

## Agenda & Resolutions of IQAC 8<sup>th</sup> Meeting for 2021-22

SUBJECT	RESOLUTION	ACTION TAKEN
<b>Agenda 1</b> To confirm the minutes of 7 <sup>th</sup> Meeting of IQAC	The IQAC members have reviewed the Action Taken on 7 <sup>th</sup> Meeting.	Reviewed the 7 <sup>th</sup> Meeting activities
<b>Agenda 2</b> Organising a Colours Week	Colours week has been planned from the previous week onwards. Still two more activities are to go on. Dr. Govardhan is instructed to organise the events in this week.	Colours Week was organised effectively.
<b>Agenda 3</b> Finalizing the Theme & Topic, Identifying and finalising the Resource Persons as speakers/ presenters of seminars and a deadline to be fixed for forwarding the documents to the funding agency for the proposed Seminars of Dept. of Commerce	Dr. Shivani Nigam is instructed to complete the scheduling of the Seminar session-time and submit the proposal for financial assistance by Karnataka Higher Education Council by tomorrow.	In view of waiting for clearance on the proposal for seminar, submitted by the Department of Computer science, the process of submission of another proposal to Karnataka Higher Education Council is stalled temporarily.
<b>Agenda 4</b> Preparing needful documents for submitting a proposal to the UGC for getting funding on different students progress activities	All documents are made ready for submitting the proposal to the UGC for getting funding for Remedial Coaching for students of SC/ST/OBC/Minority communities. As per the guidance of the Chairman Sir, it will be submitted to the UGC.	Proposal for funding on Remedial Coaching and coaching for entry services for SC/ST/OBC/Minority community students is finalised.
<b>Agenda 5</b> Conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students	The IQAC has re-scheduled the 1 <sup>st</sup> Internal Exams from 10-01-2022 to 12-01-2022.	Internal Exams through online have been conducted
<b>Agenda 6</b> Making arrangements for conducting 1 <sup>st</sup> Internal Exam for the 1 <sup>st</sup> , 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG and 3 <sup>rd</sup> Sem PG classes	The Examination Committee is instructed to collect the Question Papers from respective teachers and process it for printing. The Exam Committee is also instructed to make seating	Arrangements are made and the online exams were held.


  
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	arrangement for the Internal Exams.	
<b>Agenda 7</b> Allocation of Subjects to Dr. Amarnath Reddy, Associate Professor of Management, who is the In-charge of Department of Management.	The subjects allocation to Dr. Amarnath Reddy is under the process.	Dr. Amarnath Reddy is handling classes as per the subjects allotted.
<b>Agenda 8</b> Conducting Silicon Premier League Sports Matches to the students – Cricket to Boys and Throwball to the Girls.	Mr. Murulidhara, the Physical Education Director is instructed to conduct Cricket League Matches to Boys and throwball to girls from 12-01-2022 onwards.	League matches are being planned to be conducted and teams are formed. Once the offline classes are made open, then the league matches schedule will be announced.
<b>Agenda 9</b> Conducting Silicon Suggi, the Festival of Harvest Season at the College	Dr. Govardhan is instructed to organise Silicon Suggi on 22 <sup>nd</sup> January 2022.	Silicon Suggi is kept on hold in view of the Government's decision not to conduct offline classes in the college premises.

  
Director-IQAC

IQAC COORDINATOR

B. 

  
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# SILICON CITY COLLEGE

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26/2, Ravindra Layout, K.R.Puram, Bengaluru-36  
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College Code: 7633


27-01-2022

## Agenda and Resolutions of 9<sup>th</sup> Meeting to be held on 27-01-2022

SUBJECT	RESOLUTION
<b>Agenda 1</b> Review on the 8 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 8 <sup>th</sup> IQAC Meeting
<b>Agenda 2</b> To get ready to submit the AQAR for 2020-21 within the deadline	All the technical issues of uploading the documents are being brought to the notice of the NAAC office to sort out the uploading AQAR documents on the NAAC Portal. Its under process.
<b>Agenda 3</b> To arrange documents for processing the Autonomous Application	All the points related to Part I, II, III, IV were discussed with all the Heads, such as Dr. Adilakshmi, Dr. Ravichandran and Dr. Amarnath Reddy and the plan has been devised to get ready with the Autonomous Application
<b>Agenda 4</b> Planning to organize a Webinar on MOOC's and on Cyber Security	The Research Cell is requested to make arrangements to organize a Webinar on MOOC's and on Cyber Security, by fixing a date and schedule the same.
<b>Agenda 5</b> To take up a session by Research Cell to involve the faculty members on Research Activities	Dr. Ravichandran Sir is requested to take up the session for faculty members on motivating them to initiate research activities.

  
IQAC DIRECTOR

  
IQAC COORDINATOR

  
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College Code: 7633

07-02-2022

## Agenda and Resolutions of 9<sup>th</sup> Meeting to be held on 27-01-2022 & Action Taken

SUBJECT	RESOLUTION	ACTION TAKEN
<b>Agenda 1</b> Review on the 8 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 8 <sup>th</sup> IQAC Meeting	Members have reviewed the action taken in the 8 <sup>th</sup> meeting
<b>Agenda 2</b> To get ready to submit the AQAR for 2020-21 within the deadline	All the technical issues of uploading the documents are being brought to the notice of the NAAC office to sort out the uploading AQAR documents on the NAAC Portal. It's under process.	AQAR is ready in all other aspects except the Students Progression point. A point related to the Students joining in PG courses etc is yet to be filled in. Next week, the Universities concerned will be closing the admission process for PG courses, we can upload the AQAR in the next week on NAAC portal.
<b>Agenda 3</b> To arrange documents for processing the Autonomous Application	All the points related to Part I, II, III, IV were discussed with all the Heads, such as Dr. Adilakshmi, Dr. Ravichandran and Dr. Amarnath Reddy and the plan has been devised to get ready with the Autonomous Application	Application for Autonomous Status is ready with relevant annexures. The date of submission of Autonomous Application is awaited.
<b>Agenda 4</b> Planning to organize a Webinar on MOOC's and on Cyber Security	The Research Cell is requested to make arrangements to organize a Webinar on MOOC's and on Cyber Security, by fixing a date and schedule the same.	The webinar on MOOCs and Cyber Security is being planned to be held on 26 <sup>th</sup> February 2022.
<b>Agenda 5</b> To take up a session by Research Cell to involve the faculty members on Research Activities	Dr. Ravichandran Sir is requested to take up the session for faculty members on motivating them to initiate research activities.	A session has been initiated by Research Cell to involve the faculty members on research activities.

IQAC DIRECTOR

  
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IQAC COORDINATOR



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Empowerment Through Knowledge

College Code: 7633


08-02-2022

### Agenda and Resolutions of IQAC 10<sup>th</sup> Meeting

SUBJECT	RESOLUTION
<b>Agenda 1</b> Review on the 9 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 9 <sup>th</sup> IQAC Meeting
<b>Agenda 2</b> To get ready to submit the AQAR for 2020-21 after obtaining information of Students' Progression into Higher Education	Next week, its expected that all the major universities are closing the PG admissions. After obtaining the information related to Students' Progression to Higher Education, the AQAR will be uploaded on NAAC Portal.
<b>Agenda 3</b> To arrange documents for processing the Autonomous Application	The Application for Autonomous Status is made ready and the date of submission is awaited from the Management.
<b>Agenda 4</b> Conducting a Re-exam for Internal for the students who missed the chance for delay in the college fee payment.	The matter is kept before IQAC to issue guidance to conduct a Re-exam for absentees of 1 <sup>st</sup> Internal Exams
<b>Agenda 5</b> Organizing Silicon City League Matches in Cricket – fixing the schedule.	Cricket League Matches will be organized from 7 <sup>th</sup> February 2022 onwards.
<b>Agenda 6</b> Syllabus Completion – Arranging for conducting Practical Exams for BCA students as per the schedule to be released by the University	All the faculty members are requested to take steps to complete the portions of their respective subjects on time. Faculty members of BCA Department are requested to cover the practical chapters and get ready to conduct the Practical Exams as per the schedule to be issued by the University.

  
IQAC DIRECTOR

  
IQAC COORDINATOR

  
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College Code: 7633


07-02-2022

## Agenda and Resolutions of IQAC 10<sup>th</sup> Meeting

SUBJECT	RESOLUTION	
<b>Agenda 1</b> Review on the 9 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 9 <sup>th</sup> IQAC Meeting	9 <sup>th</sup> Meeting Activities were reviewed
<b>Agenda 2</b> To get ready to submit the AQAR for 2020-21 after obtaining information of Students' Progression into Higher Education	Next week, its expected that all the major universities are closing the PG admissions. After obtaining the information related to Students' Progression to Higher Education, the AQAR will be uploaded on NAAC Portal.	Awaiting the students' progression into higher education for the current academic year.
<b>Agenda 3</b> To arrange documents for processing the Autonomous Application	The Application for Autonomous Status is made ready and the date of submission is awaited from the Management.	Application for Autonomous Status is made ready and on 5 <sup>th</sup> February, it is forwarded to the Affiliated University.
<b>Agenda 4</b> Conducting a Re-exam for Internal for the students who missed the chance for delay in the college fee payment.	The matter is kept before IQAC to issue guidance to conduct a Re-exam for absentees of 1 <sup>st</sup> Internal Exams	Re-exam is conducted for the absentees of 1 <sup>st</sup> Internal Exams.
<b>Agenda 5</b> Organizing Silicon City League Matches in Cricket – fixing the schedule.	Cricket League Matches will be organized from 7 <sup>th</sup> February 2022 onwards.	League Matches for Cricket have been scheduled to commence from 7 <sup>th</sup> February.
<b>Agenda 6</b> Syllabus Completion – Arranging for conducting Practical Exams for BCA students as per the schedule to be released by the University	All the faculty members are requested to take steps to complete the portions of their respective subjects on time. Faculty members of BCA Department are requested to cover the practical chapters and get ready to conduct the Practical Exams as per the schedule to be issued by the University.	Efforts have been made to complete the syllabus and arrangements of practical exams for BCA students have been made.

  
IQAC DIRECTOR

  
IQAC COORDINATOR

  
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# SILICON CITY COLLEGE

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26/2, Ravindra Layout, K.R.Puram, Bengaluru-36  
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College Code: 7633


21-02-2022

## Agenda and Resolution of 11<sup>th</sup> IQAC Meeting

SUBJECT	RESOLUTION
<b>Agenda 1</b> Review on the 10 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 10 <sup>th</sup> IQAC Meeting
<b>Agenda: 2</b> Engaging Admissions into 1 <sup>st</sup> Sem M.Com Course	Bengaluru North University has conducted counseling to fill the M.Com Seats through offline mode on 19 <sup>th</sup> Feb 2022. We are getting students to report for admission from today onwards.
<b>Agenda 3</b> Application for Autonomous Status	The College has submitted an Application for Autonomous Status on 11 <sup>th</sup> Feb 2022 to Bengaluru North University and a hard copy is sent to the UGC to save time.
<b>Agenda 4</b> Recruiting New Faculty Members to match with the need for faculty for new courses under autonomous pattern.	The Management has initiated to recruit the faculty members with higher qualifications to match the need for faculty for new courses through advertising in the Newspapers like Deccan Herald and Prajavani etc to turn up for Interview on 27.02.2022.
<b>Agenda 5</b> Conducting Annual Cultural Fest – Parampara on 19 <sup>th</sup> March 2022	A circular has been issued to conduct Annual Cultural Fest, Parampara by the Principal.
<b>Agenda: 6</b> Uploading Internal Assessment Marks of 3 <sup>rd</sup> and 5 <sup>th</sup> Semesters on the University Portal	All the faculty members are requested to handover the Internal Assessment marks in their respective subjects pertaining to 3 <sup>rd</sup> and 5 <sup>th</sup> Semester classes for 30 marks, by 4pm tomorrow without fail to the Principal Sir. Principal Sir is requested to co-ordinate with the Office for cross-checking/ entering them on the University Portal.

  
IQAC – DIRECTOR

  
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21-03-2022

## Agenda and Resolution of 11<sup>th</sup> IQAC Meeting

SUBJECT	RESOLUTION	Action Taken Report
<b>Agenda 1</b> Review on the 10 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 10 <sup>th</sup> IQAC Meeting	Reviewed 10 <sup>th</sup> IQAC Meeting activities
<b>Agenda: 2</b> Appreciating all the faculty members and members of Silicon Family for successfully organizing Parampara 2022	On behalf of the Management, the IQAC appreciates and thanks each and every faculty member for organizing Parampara-2022 successfully.	IQAC appreciated the silicon family members for organising Parampara Program effectively and successfully.
<b>Agenda: 3</b> Review on organizing Parampara-2022	The Members have reviewed the arrangements made for organizing Parampara 2022 .	Reviewed the arrangements for organizing Parampara-22
<b>Agenda 4</b> Review on the successful issues and on the issues of areas of improvement related to Parampara-2022	The Members present have reviewed the success and the lacunae parts of conducting Parampara 2022.	Whatever the areas of improvement needed, were noted down.
<b>Agenda 5</b> Preparing the students of UG sections for University Exams	All the faculty members are instructed to revise the syllabus of their respective subject and prepare the students for University Exams..	Faculty members are instructed to prepare the students for their University Exams.
<b>Agenda 6</b> Organizing International Level Webinar on World Maths Day on : IMPACT OF MATHEMATICS IN DIGITAL WORLD.	IQAC appreciates and thanks Dr. Ravichandran Sir, the Director Research, for planning and organizing an International level Webinar on World Maths Day. This Webinar will be on the topic, Impact of Mathematics In Digital World and It will be held at 2.30 PM on 23.03.2022.	Dr. Ravichandran Sir was thanked for planning and organising an International Level Webinar on World Maths Day.
<b>Agenda: 6</b> Conducting a National Level Webinar for students and faculty members on the topic, Best Practices in Teaching & Learning on 26 <sup>th</sup> March 2022.	Thanks to Director-Research, Dr. Ravichandran Sir for conducting National Level Webinar for the students and the faculty on Best Practices in Teaching & Learning on 26 <sup>th</sup> March 2022.	IQAC thanked Dr. Ravichandran Sir, for organising National Level Webinar for the students and the faculty members on Best Practices of Teaching and Learning.

  
IQAC - DIRECTOR

  
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07-03-2022

## Agenda and Resolution of 12<sup>th</sup> IQAC Meeting

SUBJECT	RESOLUTION
<b>Agenda 1</b> Review on the 11 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 11 <sup>th</sup> IQAC Meeting
<b>Agenda: 2</b> Commencement of Class work to the students of 1 <sup>st</sup> Sem M.Com Course.	From 14 <sup>th</sup> March 2022 onwards the class work for 1 <sup>st</sup> Sem M.Com will commence.
<b>Agenda 3</b> Organising International Women's Day celebrations on 08 <sup>th</sup> March 2022 in the College.	The Women Empowerment Committee, in association with IQAC is organizing the Celebrations of International Women's Day and Dr. Shalini Ramesh Kumar, a prolific Academician and Entrepreneur is the Chief Guest of celebrations, to be held on 08-03-2022.
<b>Agenda 4</b> Making arrangements for smooth conduct of University Practical Exams for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem BCA students.	The HoD, Department of Computer Science is requested to make appropriate arrangements for smooth conduct of Practical Exams for 3 <sup>rd</sup> and 5 <sup>th</sup> BCA students, which are scheduled from 15 <sup>th</sup> March to 17 <sup>th</sup> March 2022..
<b>Agenda 5</b> Short listing the Cultural Programs for the upcoming Annual Cultural Fest – Parampara on 19 <sup>th</sup> March 2022	Dr. Govardhan the in-charge for various cultural activities on the campus, is requested to involve Mr. Rukesh and Mr. Muniraju to coordinate the various cultural programs & short list them for the Annual Cultural Fest, Parampara on 19 <sup>th</sup> March 2022..
<b>Agenda: 6</b> Restructuring of Time-table to facilitate revision of classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students.	As per the feedback received from the students, the Academic Coordinator is instructed to restructure the time-table to accommodate the revision of classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students.
<b>Agenda 7</b> Inviting the Alumni to the Parampara, on 19-03-2022, as they are the brand ambassadors of the Institution.	The Alumni should be invited to take part in the Parampara, the Mega Cultural Fest of the Institution.
<b>Agenda 8</b> Restructuring of various Committees/Cells for the Even Semester	The IQAC Director is instructed to restructure the various Committees / Cells to make it more effective with the active participation of faculty members.
<b>Agenda 9</b> Organizing Under 21 Inter-collegiate Cricket Tournament on the college play ground.	The Sports Committee has scheduled to organize under 21 Inter-collegiate Cricket Tournament on 10 <sup>th</sup> & 11 <sup>th</sup> March 2022 on the College play ground.

  
IQAC – DIRECTOR

  
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07-03-2022


## Agenda and Resolution of 12<sup>th</sup> IQAC Meeting & Action Taken Report

SUBJECT	RESOLUTION	Action Taken
<b>Agenda 1</b> Review on the 11 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 11 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 11 <sup>th</sup> IQAC Meeting
<b>Agenda: 2</b> Commencement of Class work to the students of 1 <sup>st</sup> Sem M.Com Course.	From 14 <sup>th</sup> March 2022 onwards the class work for 1 <sup>st</sup> Sem M.Com will commence.	Class work has commenced for 1 <sup>st</sup> M.Com Class from 14-03-2022 onwards
<b>Agenda 3</b> Organising International Women's Day Celebrations on 08 <sup>th</sup> March 2022 in the College.	The Women Empowerment Committee, in association with IQAC is organizing the Celebrations of International Women's Day and Dr. Shalini Ramesh Kumar, a prolific Academician and Entrepreneur is the Chief Guest of celebrations, to be held on 08-03-2022.	International Women's Day was celebrated on 8 <sup>th</sup> March 2022 in the College and Dr. Sharmila Ramesh Kumar was the Chief Guest.
<b>Agenda 4</b> Making arrangements for University Practical Exams for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem BCA students.	The HoD, Department of Computer Science is requested to make appropriate arrangements for smooth conduct of Practical Exams for 3 <sup>rd</sup> and 5 <sup>th</sup> BCA students, which are scheduled from 15 <sup>th</sup> March to 17 <sup>th</sup> March 2022..	University Practical Exams for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem BCA students were conducted smoothly.
<b>Agenda 5</b> Short listing the Cultural Programs for the upcoming Annual Cultural Fest – Parampara on 19 <sup>th</sup> March 2022	Dr. Govardhan the in-charge for various cultural activities on the campus, is requested to involve Mr. Rukkesh and Mr. Muniraju to coordinate the various cultural programs for the Annual Cultural Fest, Parampara on 19 <sup>th</sup> March 2022..	Dr. Govardhan has involved Mr. Rukkesh and Mr. Muniraju to shortlist the cultural program events for the Annual Cultural Fest.
<b>Agenda: 6</b> Restructuring of Time-table to facilitate Revision of classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students. Preparing a time-table for 1 <sup>st</sup> Sem M.Com class.	As per the feedback received from the students, the Academic Coordinator is instructed to restructure the time-table to accommodate the revision of classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students. IQAC Director is instructed to prepare a time-table for 1 <sup>st</sup> Sem M.Com class.	As per the feedback received, the class work has been arranged to accommodate the revision of classes for 3 <sup>rd</sup> and 5 <sup>th</sup> Sem UG students. Time-table is prepared and circulated among 1 <sup>st</sup> Sem M.Com students.
<b>Agenda 7</b> Inviting the Alumni to the Parampara, on	The Alumni should be invited to take part in the Parampara, the Mega Cultural Fest of the Institution.	Alumni were invited to attend Parampara 2022 event.

as they are the brand ambassadors of ion.		
3 Restructuring of various Committees/Cells for the Even Semester	The IQAC Director is instructed to restructure the various Committees / Cells to make it more effective with the active participation of faculty members.	The restructuring of various committees is in progress.
Agenda 9 Organizing Under 21 Inter-collegiate Cricket Tournament on the college play ground.	The Sports Committee has scheduled to organize under 21 Inter-collegiate Cricket Tournament on 10 <sup>th</sup> & 11 <sup>th</sup> March 2022 on the College play ground.	Under 21 Inter-collegiate Cricket Tournament was successfully organized on the college playground on 10 <sup>th</sup> and 11 <sup>th</sup> March 2022.

  
IQAC – DIRECTOR / IQAC Coordinator

  
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21-03-2022

## Agenda and Resolution of 13<sup>th</sup> IQAC Meeting

SUBJECT	RESOLUTION
Agenda 1 Review on the 12 <sup>th</sup> IQAC Meeting	The members have reviewed the action taken on the 12 <sup>th</sup> IQAC Meeting
Agenda: 2 Appreciating all the faculty members and members of Silicon Family for successfully organizing Parampara 2022	On behalf of the Management, the IQAC appreciates and thanks each and every faculty member for organizing Parampara-2022 successfully.
Agenda: 3 Review on organizing Parampara-2022	The Members have reviewed the arrangements made for organizing Parampara 2022 .
Agenda 4 Review on the successful issues and on the issues of areas of improvement related to Parampara-2022	The Members present have reviewed the success and the lacunae parts of conducting Parampara 2022.
Agenda 5 Preparing the students of UG sections for University Exams	All the faculty members are instructed to revise the syllabus of their respective subject and prepare the students for University Exams..
Agenda 6 Organizing International Level Webinar on World Maths Day on : IMPACT OF MATHEMATICS IN DIGITAL WORLD.	IQAC appreciates and thanks Dr. Ravichandran Sir, the Director Research, for planning and organizing an International level Webinar on World Maths Day. This Webinar will be on the topic, Impact of Mathematics in Digital World and it will be held at 2.30 PM on 23.03.2022.
Agenda: 6 Conducting a National Level Webinar for students and faculty members on the topic, Best Practices in Teaching & Learning on 26 <sup>th</sup> March 2022.	Thanks to Director-Research, Dr. Ravichandran Sir for conducting National Level Webinar for the students and the faculty on Best Practices in Teaching & Learning on 26 <sup>th</sup> March 2022.

  
IQAC - DIRECTOR

  
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04-04-2022

## Agenda and Resolution of 13<sup>th</sup> IQAC Meeting

SUBJECT	RESOLUTION	Action taken
<b>Agenda 1</b> Proposed to Review on the 12 <sup>th</sup> IQAC Meeting	To reviewed the action taken on the 12 <sup>th</sup> IQAC Meeting	IQAC meeting has reviewed the action taken on points enlisted in 12 <sup>th</sup> IQAC meeting.
<b>Agenda: 2</b> Proposed to Appreciate all the faculty members and members of Silicon Family for successfully organizing Parampara 2022	To appreciate and thank each and every faculty member for organizing Parampara-2022 successfully.	The IQAC appreciated all the faculty members for organizing Parampara 2022.
<b>Agenda: 3</b> Proposed to review on organizing Parampara-2022	To reviewed the arrangements made for organizing Parampara 2022 .	IQAC has reviewed to points of improvement to organize in a better manner in future.
<b>Agenda 4</b> Review on the successful issues and on the issues of areas of improvement related to Parampara-2022	The Members present have reviewed the success and the lacunae parts of conducting Parampara 2022.	Some of the points were discussed as areas of improvement for conducting such events in a better way.
<b>Agenda 5</b> Preparing the students of UG sections for University Exams	To revise the syllabus of their respective subject and prepare the students for University Exams..	All the faculty members are instructed to revise the syllabus portions and prepare the students for exams.
<b>Agenda 6</b> Proposed to organize an International Level Webinar on World Maths Day on : IMPACT OF MATHEMATICS IN DIGITAL WORLD.	To organize an International level Webinar on World Maths Day. This Webinar will be on the topic, Impact of Mathematics in Digital World and it will be held at 2.30 PM on 23.03.2022.	IQAC appreciates and thanks Dr. Ravichandran Sir, the Director Research, for planning and organizing an International level Webinar on World Maths Day. This Webinar will be on the topic, Impact of Mathematics in Digital World and it will be held at 2.30 PM on 23.03.2022
<b>Agenda: 6</b> Proposed to conduct a National Level Webinar for students and faculty members on the topic, Best Practices in Teaching & Learning	To make arrangements for conducting a National Level Webinar for students and faculty members on the topic, The Best Practices in Teaching & Learning. on 26 <sup>th</sup> March 2022.	The IQAC thanks to Director-Research, Dr. Ravichandran Sir for conducting National Level Webinar for the students and the faculty on Best Practices in Teaching & Learning on 26 <sup>th</sup> March 2022.

  
IQAC - DIRECTOR

  
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04-04-2022

### Agenda for 14<sup>th</sup> IQAC Meeting

#### Agenda

Agenda – 1 Proposed to review 13<sup>th</sup> IQAC Meeting

Agenda – 2 : Proposed to issue of Hall-tickets for the Odd Sem University Exams for 3<sup>rd</sup> and 5<sup>th</sup> Sem UG students

Agenda 3 – Introduction of Newly Joined Faculty Members to other faculty members



Agenda – 4: Proposed to request the HoDs concerned to allocate subjects related to Even Semester among the faculty members of respective departments

Agenda – 5 Proposed to instruct the faculty members to prepare Curriculum Deployment Plan for Even Sem Subjects along with the Notes related to the concern subjects.

Agenda – 6 Proposed to instruct the In-charge of various committees/cells to handover the programs enlisted for Even Sem.

Agenda – 7 Proposed the HoDs to prepare the Departmental Academic Calendar – with Seminars/Webinars/Workshops / Conference schedules during the Even Semester

  
IQAC Director/Coordinator


  
  
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**Agenda, Resolution & Action Taken related to 14<sup>th</sup> IQAC Meeting**

Agenda	Resolution	Action Taken
Agenda – 1 Proposed to review 13 <sup>th</sup> IQAC Meeting	Reviewed the 13 <sup>th</sup> IQAC Meeting	Reviewed the 13 <sup>th</sup> IQAC Meeting
Agenda – 2 : Introduction of Newly Joined Faculty Member to other faculty members	Ms. Remya was introduced to the other faculty members.	Mrs. Remya was introduced
Agenda 3 – Proposed to request the HoDs concerned to allocate subjects related to Even Semester among the faculty members of respective departments	It is resolved to request the HoDs concerned to allocate the subjects pertaining to Even Semester among the faculty members	Subjects related to Even Semester have been allotted among the faculty members
Agenda – 4: Proposed to instruct the faculty members to prepare Curriculum Deployment Plan for Even Sem Subjects along with the Notes related to the concern subjects.	HoDs concerned are requested to instruct their respective faculty members to prepare the CDP and CEP for the subjects, which are allocated to them for Even Semester along with preparing Notes for the subjects.	A session of how to prepare CDP and CEP was held on 9 <sup>th</sup> April to facilitate the better understanding among the faculty members and to follow a uniform CDP and CEP pattern while noting the lecture programs in Work Diary.
Agenda – 5 Proposed to instruct the In-charge of various committees/cells to handover the programs enlisted for Even Sem.	Various Committees/cells in-charges are requested to handover the programs/events planned to be conducted during Even Semester and hand over by 20 <sup>th</sup> April 2022 to IQAC Cell	Some of the committees/cells programs/events to be held during the even semester have been received and some more are being received before 20 <sup>th</sup> April 2022.
Agenda – 6 Proposed the HoDs to prepare the Departmental Academic Calendar – with Seminars/Webinars/Workshops / Conference schedules during the Even Semester	HoDs are requested to prepare an academic calendar for their respective department, duly incorporating the schedule of Seminars/ Webinars/Workshops/Conferences etc, to be held during Even Semester and the same may be handed over to IQAC Cell by 20 <sup>th</sup> April 2022	Scheduling of date for conducting webinars/conferences/workshops are received from HoD, Computer Science Department and the response on this issue is expected by 20 <sup>th</sup> April 2022 from Departments of Commerce & Management.

  
IQAC Director / Coordinator

  
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Principal



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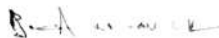
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18-04-2022

## Agenda and Resolutions of 15<sup>th</sup> Meeting

Agenda
<b>Agenda 1</b> Review on the 14 <sup>th</sup> IQAC Meeting
<b>Agenda 2</b> Proposed to Prepare an Academic Calendar for the Even Semester
<b>Agenda 3</b> Proposed to source for funding for different programs, projects etc by the HoDs Concerned
<b>Agenda 4</b> Proposed to discuss on tie-ups with Foreign Universities
<b>Agenda 5</b> Proposed to set up an Editorial Board for publishing the Multi-disciplinary research articles in the ISBN Book/ other Journals.
<b>Agenda 6</b> Proposed to conduct 2 <sup>nd</sup> Internal Exams to 1 <sup>st</sup> Semester UG students.
<b>Agenda 7</b> Preparing and Arranging appropriately for the forthcoming Visit of the Peer Committee of UGC for Conferment of Autonomous status to the Institution.

  
IQAC DIRECTOR / IQAC COORDINATOR



  
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## Action Taken Report of 15<sup>th</sup> Meeting

02-05-2022

Agenda	Resolution	Action Taken
<b>Agenda 1</b> Review on the 14 <sup>th</sup> IQAC Meeting	Reviewed 14 <sup>th</sup> IQAC Meeting	Reviewed 14 <sup>th</sup> Meeting items
<b>Agenda 2</b> Proposed to Prepare an Academic Calendar for the Even Semester	Academic Calendar prepared has been submitted to the IQAC and a few entries are needed from Research Cell. Once the IQAC obtains the programs/ events from Research Cell, an updated Academic Calendar will be finalized by 21 <sup>st</sup> April 2022.	A full-fledged Academic Calendar has been prepared by incorporating the entries of Research Cell and other items of activities for Even Semester
<b>Agenda 3</b> Proposed to source for funding for different programs, projects etc by the HoDs	HoDs are requested to source funding agencies for getting funds.	HoDs are requested to source funding agencies and it is in the process of sourcing
<b>Agenda 4</b> Proposed to discuss on tie-ups with Foreign Universities	The matter shall be taken to the notice of the Management for taking measures to have tie-ups with Foreign Universities	Research Director has proposed two Universities from Malaysia and a few Universities from other European Countries are also being considered. The Work is under process.
<b>Agenda 5</b> Proposed to set up an Editorial Board for publishing the Multi-disciplinary research articles in the ISBN Book/ other Journals.	The Matter of setting up an Editorial Board will be taken to the notice of the Management for final decision.	The Research Director has enlisted about 17 articles for being published in the Book with ISBN number, called SILICON HERALD, a Multi-disciplinary Book
<b>Agenda 6</b> Proposed to conduct 2 <sup>nd</sup> Internal Exams to 1 <sup>st</sup> Semester UG students.	Resolved to conduct the 2 <sup>nd</sup> Internal Exams from 22 <sup>nd</sup> April 2022 onwards.	2 <sup>nd</sup> Internal Exams are being conducted from 22 <sup>nd</sup> April 2022 onwards.
<b>Agenda 7</b> Preparing and Arranging appropriately for the forthcoming Visit of the Peer Committee of UGC for Conferment of Autonomous status to the Institution.	Resolved to arrange a meeting of faculty members by Principal to allocate the responsibilities to gather the documents as per NAAC criteria for Autonomy inspection.	IQAC Director is entrusted with the responsibilities of arranging the documents, required for inspection by UGC Peer Team for conferment of Autonomous Status

  
IQAC DIRECTOR / IQAC COORDINATOR

  
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02-05-2022

## Agenda & resolution of 16<sup>th</sup> Meeting

### Agenda

**Agenda 1** Review on the 15<sup>th</sup> IQAC Meeting

**Agenda 2** Proposed to approve the Academic Calendar for Even Semester

**Agenda 3** Proposed to request the HoDs on status of sourcing funding from various funding agencies

**Agenda 4** Engaging students of 1<sup>st</sup> Sem with revision Classes till 12<sup>th</sup> May 2022

**Agenda 5** Proposed to associate with TCS NQT for promoting Placements for students

**Agenda 6** Proposed to provide a final draft on SoPs on various functionaries by IQAC

**Agenda 7** Proposed to enlist members for the Autonomous Administrative Plans such as Governing Body, Academic Council, Board of Studies and Examination Committee etc for submission at the time of the forthcoming Visit of the Peer Committee of UGC for Conferment of Autonomous status to the Institution.


**Agenda 8** Proposed to take up Admission Promotional Activities for the academic year 2022-23.

**Agenda 9** Proposed to provide Scholarship facilities for the students of various categories such as Meritorious, Socially Backward, Girl Students, etc.

**Agenda 10** Proposed to instruct the faculty members to prepare CDP/CEP and Work Diary along with Notes to be provided to the students of 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Sem UG students before 14-05-2022

  
IQAC DIRECTOR / IQAC COORDINATOR

  
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Basavanapura Road, K.R. Puram  
BANGALORE-560 076



# SILICON CITY COLLEGE

Institution of MJ Education Trust

Accredited By NAAC with 'A' Grade

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26/2, Ravindra Layout, K.R.Puram, Bengaluru-36

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20-05-2022

## Agenda, Resolution & Action Taken Report on 16<sup>th</sup> IQAC Meeting

Agenda	Resolution	Action Taken
<b>Agenda 1</b> Review on the 15 <sup>th</sup> IQAC Meeting	The Meeting has reviewed 15 <sup>th</sup> IQAC proceedings	Reviewed the Proceedings of 15 <sup>th</sup> IQAC Resolutions & Action Taken
<b>Agenda 2</b> Proposed to approve the Academic Calendar for Even Semester	IQAC is asked to produce the Academic Calendar for Even Semester	IQAC has prepared the Academic Calendar for Even Semester
<b>Agenda 3</b> Proposed to request the HoDs on status of sourcing funding from various funding agencies	Sourcing of funding agencies has been put forth by the IQAC for the perusal of HoD	HoD have said they would source the funding agencies
<b>Agenda 4</b> Engaging students of 1 <sup>st</sup> Sem with revision Classes till 12 <sup>th</sup> May 2022	All the Faculty members are instructed to revise the portions of their respective subjects	Revision classes were held upto 17 May 2022 for 1 <sup>st</sup> Sem UG students
<b>Agenda 5</b> Proposed to associate with TCS NQT for promoting Placements for students	IQAC is instructed to take up the task of tie-up with TCS NQT activities	TCS NQT has been preparing the MoU with our College and in a couple of days, the MoU will be signed.
<b>Agenda 6</b> Proposed to provide a final draft on SoPs on various functionaries by IQAC	IQAC is instructed to bring out a final draft of SoPs	The final draft of SoPs is under process and in the next IQAC meeting it will be placed for approval.
<b>Agenda 7</b> Proposed to enlist members for the Autonomous Administrative Plans such as Governing	IQAC is instructed to enlist the persons to be included in the	The List of Governing Body, Academic Council and Board of Studies is under


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Body, Academic Council, Board of Studies and Examination Committee etc for submission at the time of the forthcoming Visit of the Peer Committee of UGC for Conferment of Autonomous status to the Institution.	bodies of Autonomous Institution	pereparation.
<b>Agenda 8</b> Proposed to take up Admission Promotional Activities for the academic year 2022-23.	IQAC is instructed to take up Admission Promotional Activities for 2022-23	The Promotional Activities for Admissions are taken up.
<b>Agenda 9</b> Proposed to provide Scholarship facilities for the students of various categories such as Meritorious, Socially Backward, Girl Students, etc.	IQAC is instructed to finalise the Scholarship facilities for new admissions for 2022-23	The Scholarship facilities have been finalised
<b>Agenda 10</b> Proposed to instruct the faculty members to prepare CDP/CEP and Work Diary along with Notes to be provided to the students of 2 <sup>nd</sup> , 4 <sup>th</sup> and 6 <sup>th</sup> Sem UG students before 14-05-2022	Principal Sir is instructed to instruct the faculty members to provide CDP/CEP and work diary for all semesters	Faculty members are preparing CDP/CEP and get ready with Work Diaries for Even Semester

  
IQAC DIRECTOR / IQAC COORDINATOR

  
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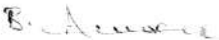
20-05-2022

### **Agenda & resolution of 17<sup>th</sup> IQAC Meeting**


<b>Agenda</b>
<b>Agenda 1</b> Review on the 16 <sup>th</sup> IQAC Meeting
<b>Agenda 2</b> Proposed to reopen the classes for 4 <sup>th</sup> & 6 <sup>th</sup> Sem UG students from 25-05-2022 as per the BNU calendar of events
<b>Agenda 3</b> Completing the Syllabus portions for 1 <sup>st</sup> sem M.Com Students by 1 <sup>st</sup> week of June 2022
<b>Agenda 4</b> Proposed to make proper arrangements for Presenting before UGC Autonomous Inspection Team
<b>Agenda 5</b> Proposed to inform the updates on TCS NQT process
<b>Agenda 6</b> Proposed to move forward on getting tie-up with European Universities on Twinning Programs as proposed by the UGC
<b>Agenda 7</b> Proposed to take up activities of various committees/cells as enlisted in the Academic Calendar right from the 1 <sup>st</sup> day of the Even Semester.
<b>Agenda 8 :</b> Collecting feedback from Ist Sem M.Com Students
<b>Agenda 9 :</b> Internal Exams for Ist Sem M.Com students



**IQAC DIRECTOR / IQAC COORDINATOR**



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26-06-2022

## Agenda & resolution of 17th IQAC Meeting with Action Taken Report

Agenda	Resolution	Action Taken Report
<b>Agenda 1</b> Review on the 16 <sup>th</sup> IQAC Meeting	Resolved to review 16 <sup>th</sup> IQAC Meeting Activities	Reviewed the 16 <sup>th</sup> IQAC Meeting Activities
<b>Agenda 2</b> Proposed to reopen the classes for 4 <sup>th</sup> & 6 <sup>th</sup> Sem UG students from 25-05-2022 as per the BNU calendar of events	Resolved to reopen the classes for 4 <sup>th</sup> & 6 <sup>th</sup> UG students from 25 <sup>th</sup> May Onwards	Classes were commenced for 4 <sup>th</sup> & 6 <sup>th</sup> Sem UG Classes from 25-05-2022 onwards
<b>Agenda 3</b> Completing the Syllabus portions for 1 <sup>st</sup> sem M.Com Students by 1 <sup>st</sup> week of June 2022	Resolved to instruct faculty members handling M.Com Class to complete the syllabus portions for 1 <sup>st</sup> Sem M.Com by 1 <sup>st</sup> week of June 2022	Instructed faculty members handling M.Com Class to complete the syllabus portions for 1 <sup>st</sup> Sem M.Com by 1 <sup>st</sup> week of June 2022
<b>Agenda 4</b> Proposed to make proper arrangements for Presenting before UGC Autonomous Inspection Team	Resolved to instruct IQAC members to make appropriate arrangements for presenting before UGC Autonomous Inspection Team	PPT is made ready for presentation before UGC Peer Team
<b>Agenda 5</b> Proposed to inform the updates on TCS NQT process	Resolved to get updates on TCSNQT process	TCSNQT process was updated
<b>Agenda 6</b> Proposed to move forward on getting tie-up with European Universities on Twinning Programs as proposed by the UGC	Resolved to move forward on getting tie-up with foreign universities	Details of courses are being obtained for twinning programs
<b>Agenda 7</b> Proposed to take up activities of various committees/cells as enlisted in the Academic Calendar right from the 1 <sup>st</sup> day of the Even Semester.	Resolved to instruct all committee coordinators to start taking up activities related to respective cells/committees from the beginning of the semester	Instructed all Committee Coordinators to start activities of their respective committees from the first day of the semester

		semester itself.
<b>Agenda 8 :</b> Collecting feedback from Ist Sem M.Com Students	Resolved to instruct Mr.Sathyanarayana, the coordinator for Feedback Committee to collect feedback on teaching and learning process	Mr.Sathyanarayana has obtained feedback from the students through google forms
<b>Agenda 9 :</b> Internal Exams for Ist Sem M.Com students	Resolved to instruct the Principal to conduct the internal exams to 1 <sup>st</sup> Sem M.Com students	Internal Exams for 1 sem M.Com students are being scheduled.



IQAC DIRECTOR / IQAC COORDINATOR



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06-06-2022

### Agenda & resolution of 18<sup>th</sup> IQAC Meeting

Agenda
<b>Agenda 1 :</b> Review of Action Taken on resolutions of 17 <sup>th</sup> IQAC Meeting
<b>Agenda 2 :</b> Introducing New Faculty Members to the other faculty fraternity
<b>Agenda 3 :</b> Extension of Last day of Instruction for 1 <sup>st</sup> Sem M.Com Students upto 18 <sup>th</sup> June 2022 by BNU
<b>Agenda 4 :</b> Proposed to commence Classwork for 4 <sup>th</sup> Sem M.Com Students
<b>Agenda 5 :</b> Proposed to restructure the Committees/ Cells for effective conduct of activities for Even Semester
<b>Agenda 6:</b> Proposed to instruct the in-charge faculty members for organising activities effectively as per the Academic Calendar
<b>Agenda 7:</b> Proposed to request the HoDs of all the departments to obtain the feedback from students on the teaching and learning process related to just concluded Odd Sem within Thursday, the 9 <sup>th</sup> June 2022 without fail.
<b>Agenda 8 :</b> Director-Research is requested to submit hard copy of the activities of the Research Cell for Odd Semester and also to submit the hard copy of the proposed activities of the Cell for the current Even Semester to IQAC on or before 9 <sup>th</sup> June 2022.
<b>Agenda 9:</b> All the Committees/Cells in-charges are requested to submit the documents of their respective Committee/Cell activities of current Even Semester in hard copies to the IQAC immediately after completion of the activities.

  
IQAC Director/Coordinator



  
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## Action Taken on 18<sup>th</sup> IQAC Meeting


Agenda	Resolution	Action Taken
<b>Agenda 1 :</b> Review of Action Taken on resolutions of 17 <sup>th</sup> IQAC Meeting	Resolved to review the Action Taken on 17 <sup>th</sup> IQAC Meeting	Action Taken on 17 <sup>th</sup> IQAC Meeting was reviewed
<b>Agenda 2 :</b> Introducing New Faculty Members to the other faculty fraternity	Resolved to introduce Dr. Kannadasan a new faculty member to all other teaching fraternity	Dr. Kannadasan was introduced to other faculty members.
<b>Agenda 3 :</b> Extension of Last day of Instruction for 1 <sup>st</sup> Sem M.Com Students upto 18 <sup>th</sup> June 2022 by BNU	Resolved to intimate the information to 1 <sup>st</sup> sem M.Com students about the extension of the last day of instructions	Last day of instruction was intimated to the 1 <sup>st</sup> Sem M.Com students and all the portions have been finished for them.
<b>Agenda 4 :</b> Proposed to commence Class work for 4 <sup>th</sup> Sem M.Com Students	Resolved to commence the class work for 4 <sup>th</sup> sem M.Com students	Class work for 4 <sup>th</sup> semester M.Com was commenced from 8 <sup>th</sup> June 2022 onwards
<b>Agenda 5 :</b> Proposed to restructure the Committees/ Cells for effective conduct of activities for Even Sem	Resolved to restructure the Committees/Cells for the Even Semester 2021-22	Committees/Cells for the Even Semester have been restructured for the Even Semester.
<b>Agenda 6:</b> Proposed to instruct the in-charge faculty members for organising activities effectively as per the Academic Calendar	Resolved to instruct the in-charges of various committees to take active part to involve the students on the activities pertaining to their respective committees	In-charges of various committees are instructed to take active part to involve the students on the activities pertaining to their respective committees.
<b>Agenda 7:</b> Proposed to request the HoDs of all the departments to obtain the feedback from students on the teaching and learning process related to just concluded Odd Sem.	Resolved to request the HoDs of all the departments to take feedback from the students on the teaching and learning process related to Odd Sem.	HoDs are requested to obtain the feedback on teaching and learning process related to the recently concluded Odd sem and submit the

		same to IQAC on or before 25 <sup>th</sup> June 2022
<b>Agenda 8 :</b> Director-Research is requested to submit hard copy of the activities of the Research Cell for Odd Semester and also to submit the hard copy of the proposed activities of the Cell for the current Even Semester to IQAC on or before 9 <sup>th</sup> June 2022.	Resolved to request the Director Research to submit the hard copies of activities of Research Cell	Hard copies pertaining to the activities of Research Cell have been received from the Director Research
<b>Agenda 9:</b> All the Committees/Cells in-charges are requested to submit the documents of their respective Committee/Cell activities of current Even Semester in hard copies to the IQAC immediately after completion of the activities.	Resolved to request the in-charges of various Committees/Cells to submit the documents of the respective activities of their Committees/Cells to IQAC within one week time after completion of the activities.	The in-charges of various Committees/Cells are requested to submit the documents of the respective activities of their Committees/Cels to IQAC within one week time after completion of the activities.

  
IQAC Director

IQAC Coordinator

  
Principal

  
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20-06-2022

## Agenda for 19<sup>th</sup> IQAC meeting

- Review of Action Taken on resolutions of 18<sup>th</sup> IQAC meeting
- Proposed to appreciate Research cell headed by Dr Ravichandran for organizing the International Conference on 17<sup>th</sup> & 18<sup>th</sup> June 2022 successfully.
- Finalizing the Project titles related to project work for 4<sup>th</sup> semester MCom students for onward submission of project titles for approval by BNU
- Proposed to approve the Academic Calendar for Even semester
- Proposed to allocate subjects for 2<sup>nd</sup> semester UG classes among the teachers
- Proposed to request Principal to submit a letter to the UGC for empanelment of the institution under PMSSS for J&K scholarship scheme
- Proposed to take up an exclusive session on NAAC criterion points to involve for submission of proposal for Re-Accreditation in July 2022
- Proposed to provide intimation to faculty members on the postponement of Under 19 Cricket Tournament at our campus, due to heavy rains.
- Proposed to observe International Yoga Day on 21<sup>st</sup> June, 2022

  
IQAC Director

  
Principal

  
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04-07-2022


## Agenda & resolution of 19<sup>th</sup> IQAC Meeting

Agenda	Resolution	Action Taken
<b>Agenda 1 :</b> Review of Action Taken on resolutions of 18 <sup>th</sup> IQAC Meeting	Resolved to review the action taken in the 18 <sup>th</sup> IQAC Meeting	Reviewed the action taken in the 18 <sup>th</sup> IQAC Meeting
<b>Agenda 2 :</b> Proposed to appreciate Research Cell headed by Dr. Ravichandran for organizing the International Conference on 17 <sup>th</sup> & 18 <sup>th</sup> June 2022 very successfully.	Resolved to appreciate the initiatives of Research Cell Director for organizing the International Conference on 17 <sup>th</sup> & 18 <sup>th</sup> June 2022 successfully.	The IQAC appreciates the initiatives of Research Cell Director for organizing the International Conference on 17 <sup>th</sup> & 18 <sup>th</sup> June 2022 successfully.
<b>Agenda 3 :</b> Finalising the Project Titles related to Project Work for 4 <sup>th</sup> Sem M.Com Students for onward submission of Project Titles for approval by BNU on 24 <sup>th</sup> June 2022.	Resolved to instruct Prof. Guru Prasad, the Head of PG Studies for finalizing the Project Titles related to 4 <sup>th</sup> Sem M.Com students.	All project titles pertaining to 4 <sup>th</sup> Sem M.Com students were submitted to BNU and got approval of the University.
<b>Agenda 4 :</b> Proposed to approve the Academic Calendar for Even Semester	Resolved to finalise the Academic Calendar to provide approval	Academic Calendar, submitted by the Principal Sir has been micro-scheduled month-wise for effective conduct of activities month-wise
<b>Agenda 5 :</b> Proposed to allocate subjects for 2 <sup>nd</sup> Sem UG classes among the teachers	Resolved to instruct the Principal to allocate the subjects of 2 <sup>nd</sup> Sem UG classes	Principal has allocated the subjects of 2 <sup>nd</sup> Sem UG classes among the faculty members
<b>Agenda 6:</b> Proposed to request the Principal to submit a letter to the UGC for empanelment of the institution under PMSSS for J&K Scholarship Scheme	Resolved to send a letter to UGC for empanelment for PMSSS for J&K	A letter has been addressed to UGC for empanelment for PMSSS for J&K
<b>Agenda 7:</b> Proposed to take up an exclusive session on NAAC Criterion Points to involve faculty members for submission of proposal for Re-	Resolved to instruct IQAC to organize a week-long session on NAAC Criterion Points to involve faculty members for submission of Re-	A week-long Presentation Sessions are planned from 11 <sup>th</sup> July onwards for faculty members on NAAC Criterion Points

Assessment in July 2022.	assessment proposals in July.	
<b>Agenda 8 :</b> Proposed to provide intimation to faculty members on the postponement of Under 19 Cricket Tournament at our campus, due to heavy rains	Resolved to intimate the postponement of Under 19 Cricket Tournament to faculty members	Under 19 Cricket Tournament was organized effectively on 28 <sup>th</sup> & 29 <sup>th</sup> June 2022.
<b>Agenda 9:</b> Proposed to observe International Yoga Day on 21 <sup>st</sup> June 2022	Resolved to observe International Yoga day on 21 <sup>st</sup> June 2022.	International Yoga Day was observed on 21 <sup>st</sup> June 2022 with the involvement of students and faculty members.

  
IQAC Director

  
Principal

  
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04-07-2022


## Agenda for 20<sup>th</sup> IQAC Meeting

- Review of Action Taken on resolutions of 19<sup>th</sup> IQAC Meeting
- Proposed to appreciate Mr. Muralidhara, the Physical Education Director for commencing Sports activities on the Campus with recently concluded Under 19 Cricket Tournament
- Proposed to instruct the Physical Education Department to formulate different teams for Cricket, Throw ball, Volleyball, Kho-Kho, and Girls' Cricket Teams to plan and organize the intra-collegiate matches on the campus.
- Proposed to request the Departments concerned to come up with a proposal on one Mini-project for getting funds from ICSSR.
- Proposed to instruct faculty members to prepare the students for the forthcoming Internal Exams, which is to commence from August 1<sup>st</sup> week onwards, by finishing syllabus portions.

  
IQAC Director

IQAC Coordinator

  
Principal

  
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19-07-2022

## Action Taken Report on 20<sup>th</sup> IQAC Meeting

Agenda	Resolution	Action Taken
<b>Agenda 1:</b> Review of Action Taken on resolutions of 19 <sup>th</sup> IQAC Meeting	Resolved to review the action taken in the 19 <sup>th</sup> IQAC Meeting	Reviewed the action taken in the 19 <sup>th</sup> IQAC Meeting
<b>Agenda 2:</b> Proposed to appreciate Mr. Muralidhara, the Physical Education Director for commencing Sports activities on the Campus with recently concluded Under 19 Cricket Tournament.	Resolved to appreciate Mr Muralidhara, Physical Education Director and his team for organizing Under 19 Cricket Tournament	IQAC extends its appreciation towards Sports Committee headed by Mr Muralidhara for successfully organizing Under 19 Cricket Tournament.
<b>Agenda 3:</b> Proposed to instruct the Physical Education Department to formulate different teams for Cricket, Throw ball, Volleyball, Kho-Kho, and Girls' Cricket Teams to plan and organize the intra-collegiate matches on the campus.	Resolved to organize various sports events by the Sports committee.	Due to unpredicted climate changes, the enlisted sports events Cricket, Throwball, Volleyball, Kho-Kho for interclass was postponed.
<b>Agenda 4:</b> Proposed to request the Departments concerned to come up with a proposal on one Mini-project for getting funds from ICSSR.	Resolved to direct department of Commerce, Management and Computer Science to submit the proposal of getting funds from ICSSR.	Members of Department of Commerce, Management, Computer Science have taken up the initiatives of getting funds from ICSSR and duly will be submitting the report on the same.
<b>Agenda 5:</b> Proposed to instruct faculty members to prepare the students for the forthcoming Internal Exams, which is to commence from 1 <sup>st</sup> week of August 2022, by finishing syllabus portions.	Resolved to finalize the dates of Internal examination by the examination committee.	Examination committee has finalized with the dates of internal exams to be conducted from 12 <sup>th</sup> August, 2022 onwards.

  
IQAC Director

  
Principal

  
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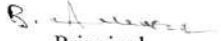
19-07-2022


### Agenda for 21<sup>st</sup> IQAC Meeting

- Review of Action Taken on resolutions of 20<sup>th</sup> IQAC Meeting
- Proposed to conduct orientation on NAAC criterions for the faculty members
- Proposed to organize one day National Conference from department of Commerce, Management and Computer Science.
- Proposed to reschedule the postponed sports events.
- Proposed to collect articles from students and faculties for college magazine "Blossom"

  
IQAC Director

  
IQAC Coordinator

  
Principal

  
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01-08-2022

## Action Taken Report on 21<sup>st</sup> IQAC Meeting

Agenda	Resolution	Action Taken
<b>Agenda 1:</b> Review of Action Taken on resolutions of 20 <sup>th</sup> IQAC Meeting	Resolved to review the action taken in the 20 <sup>th</sup> IQAC Meeting	Reviewed the action taken in the 20 <sup>th</sup> IQAC Meeting
<b>Agenda 2:</b> Proposed to conduct orientation on NAAC criterions for the faculty members.	Resolved to conduct 7 days orientation for faculty members on NAAC criterions	IQAC had conducted the orientation sessions for 7 days on all NAAC Criterions for the faculty members.
<b>Agenda 3:</b> Proposed to organize one day National Conference from Department of Commerce, Management and Computer Science.	Resolved to organize One Day National Conference from Department of Commerce, Management and Computer Science.	IQAC and Research Cell of the college is in the process of obtaining consent from Keynote speakers for the conference proposed and shall shortly submit the report on finalized dates.
<b>Agenda 4:</b> Proposed to reschedule the postponed sports events.	Resolved to reschedule the postponed events once the climate is normal.	Due to unpredicted rains the sports events planned stands still postponed.
<b>Agenda 5:</b> Proposed to collect articles from students and faculties for college magazine "Blossom"	Resolved to collect articles from students and faculties for college magazine "Blossom"	Dr Govardhan Sir has taken up the responsibility of collecting articles from students and faculties for college magazine "Blossom".

  
IQAC Director

  
Principal

  
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01-08-2022

## Agenda for 22<sup>nd</sup> IQAC Meeting


- Review of Action Taken on resolutions of 21<sup>st</sup> IQAC Meeting
- Proposed to take up Cricket League Matches
- Proposed to organize National/International Conference in the month of September, 2022
- Proposed to conduct 1<sup>st</sup> internal exams for 4<sup>th</sup> and 6<sup>th</sup> semester UG students from 12<sup>th</sup> August onwards.
- Review on the Admission process and expected admissions in future.
- Proposed to request Dr Govardhan Sir to organize indoor competitions for the students in singing, literary, pot painting, face painting, cooking without fire etc.,
- Proposed to organize a talk on SEBI-Investor's Preferences by Department of Commerce & Management.

  
IQAC Director

IQAC Coordinator

  
Principal

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23-08-2022

## Action Taken on 22<sup>nd</sup> IQAC Resolutions

Agenda	Resolution	Action Taken
<b>Agenda 1 :</b> Review of Action Taken on resolutions of 21 <sup>st</sup> IQAC Meeting	Resolved to review the action taken on 21 <sup>st</sup> IQAC	Reviewed the action taken on 21 <sup>st</sup> IQAC
<b>Agenda 2</b> Proposed to take up Cricket League Matches	Resolved to instruct the Physical Education Director to complete the League Matches for Cricket by 25 <sup>th</sup> August	League cricket matches are going on and the final match will be scheduled before 25 <sup>th</sup> August 2022
<b>Agenda 3 :</b> Proposed to organize one National / International Conference in the month of September 2022	Resolved to request Dr. Adilakshmi Madam and Principal Sir to finalise the Key-note speaker to schedule the National/International Conference	The possible dates for the availability of the resource person have been sought to deliver the Key-note on the proposed National/International Conference.
<b>Agenda: 4</b> Proposed to Conduct I internal Exams for 4 <sup>th</sup> and 6 <sup>th</sup> Sem UG students from 1 <sup>st</sup> August 2022 onwards.	Resolved to instruct the Examination Committee to finalise the I internal exam schedule to commence from 1 <sup>st</sup> August.	1 <sup>st</sup> Internal Exams for 4 <sup>th</sup> and 6 <sup>th</sup> Sem UG classes have been conducted.
<b>Agenda : 5</b> Review on the Admission Process and expected admission in future.	Resolved to speed up the Admission Process to complete the admissions before date as marked by the BNU	Admissions are effectively going on and the deadline to complete the admissions for 1 <sup>st</sup> Sem UG courses has been fixed by the BNU as 15 <sup>th</sup> September 2022 as on date.
<b>Agenda : 6 :</b> Proposed to request Dr. Govardhan Sir to organize indoor competitions for the students like, competitions on singing, literary competitions, pot painting, face painting, cooking without fire etc	Resolved to instruct Dr. Govardhan Sir to arrange competitions to the students on singing, literary activities, pot painting, face painting and cooking without fire.	Dr. Govardhan Sir is arranging competitions to the students on singing, literary activities, pot painting, face painting and cooking without fire etc from next week onwards.
<b>Agenda: 7 :</b> Proposed to organize one talk on SEBI-Investors' Preferences by Department of Commerce & Management.	Resolved to instruct Principal Sir to arrange a talk on Investors' Preferences for the students	A talk by Dr. Prabhakaran has been arranged for the students of BBA, B.Com on Investors' Preferences.

IQAC DIRECTOR

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23-08-2022

### Agenda for 23<sup>rd</sup> IQAC Meeting

Agenda
<b>Agenda 1:</b> Review of Action Taken on resolutions of 22 <sup>nd</sup> IQAC Meeting
<b>Agenda 2:</b> Proposed to take up Sports Activities like Throwball, Volley Ball games for Girls
<b>Agenda 3:</b> Proposed to organize one National / International Conference in the month of September 2022
<b>Agenda 4:</b> Proposed to Conduct Internal Exams for 2 <sup>nd</sup> Sem UG students from 12 <sup>th</sup> September 2022 onwards.
<b>Agenda 5:</b> Review on the Admission Process and expected admission in future.
<b>Agenda 6:</b> Proposed to request Dr. Govardhan Sir to organize indoor competitions for the students like, competitions on singing, literary competitions, pot painting, face painting, cooking without fire etc
<b>Agenda 7:</b> Proposed to organize Inter-Collegiate Cricket Tournament for the students in this semester.

  
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05-09-2022

## Action Taken report on 23<sup>rd</sup> IQAC Meeting

Agenda	Resolution	Action Taken
<b>Agenda 1:</b> Review of Action Taken on resolutions of 22 <sup>nd</sup> IQAC Meeting	Resolved to review the action taken report on 22 <sup>nd</sup> IQAC meeting	Reviewed the action taken on 22 <sup>nd</sup> IQAC
<b>Agenda 2:</b> Proposed to take up Sports Activities like Throwball, Volley Ball games for Girls	Resolved to instruct Physical Education Director to conduct sports activities for girls between 26 <sup>th</sup> August to 3 <sup>rd</sup> September 2022	Girls team selection for Throwball, Volleyball is finalized, whereas due to continuous heavy rains sports events are postponed.
<b>Agenda 3:</b> Proposed to organize one National / International Conference in the month of September 2022	Resolved to finalize the keynote speakers for the conference by Dr Adilakshmi and Principal sir.	National conference on Banking and Finance, Technology and innovation in Business will be conducted in the second week of November 2022.
<b>Agenda 4:</b> Proposed to Conduct Internal Exams for 2 <sup>nd</sup> Sem UG students from 12 <sup>th</sup> September 2022 onwards.	Resolved to instruct the examination committee to schedule the dates of examination of first internal exams.	Time table for conducting first internal exams for 2 <sup>nd</sup> semester students is circulated.
<b>Agenda 5:</b> Review on the Admission Process and expected admission in future.	Resolved to speed up the admission process to complete the admissions before date as marked by BNU	Admissions are effectively going on and the deadline is fixed to complete the admission process.
<b>Agenda 6:</b> Proposed to request Dr. Govardhan Sir to organize indoor competitions for the students like, competitions on singing, literary competitions, pot painting, face painting, cooking without fire etc.	Resolved to instruct Dr Govardhan Sir to arrange competitions to the students on singing, literary competitions and other activities.	Cultural competitions/ activities as scheduled is in progress.
<b>Agenda 7:</b> Proposed to organize Inter-Collegiate Cricket Tournament for the students in this semester.	Resolved to instruct Physical Education Director to conduct the tournament.	Due to continuous heavy rains the Inter-Collegiate Cricket Tournament has been postponed.

  
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