SILICON CITY COLLEGE

ACCREDITED BY NAAC

K R PURAM, BANGALORE -36

INTERNAL QUALITY ASSURANCE CELL

Date: 29/06/2017

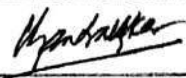## Agenda and Minutes of IQAC Meetings held during 2017-18
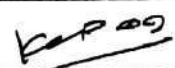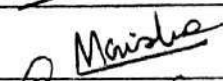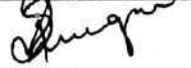
As per the Circular sent on 27th June 2017 the Agenda and Minutes of IQAC are as follows

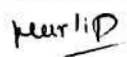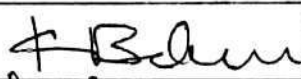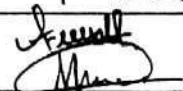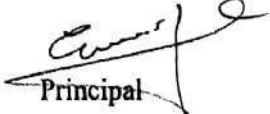| SUBJECT	RESOLUTION
Agenda 1To confirm the minutes of 4th Meeting of IQAC held on 16/03/2017	The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members
Agenda 2To prepare academic calendar of the year	The academic calendar to be prepared as per IQAC guidelines.
Agenda 3Discuss on Orientation programme and bridge course	Red Carpet day is to be conducted on 12/07/2017 and Induction and Bridge course
Agenda 4IQAC seminar and workshop	DHE workshop to be conducted on 24/07/2017 –Communication Skill, 25/07/2017 – Positive Attitude 26/07/2017 – Time Management 27/07/2017 – Leadership Skills
Agenda 5To confirm alumni meet and Intra Fest by BBA Department	Alumni meet to be conducted on 12/08/2017 and Intra department fest on 09/09/2017
Agenda 6To discuss on CIE	First Internal Assessment is to be conducted from 11/09/2017 to 14/09/2017
Agenda 7To discuss on Teachers day celebration	It was decided to conduct Teachers Day Celebration on 5/09/2017
Agenda -8 To identify slow and fast learners	The work was assigned to the Mentor-Mentee Committee
Agenda-9 To discuss on mentor mentee program	Mentors and Mentees were identified and given responsibilities.
Agenda-10To discuss on conducting IPR Workshop	It was decided to Conduct IPR workshop for Faculties and Students.
Agenda-11 To discuss on providing coaching for competitive exams and vocational training	It was decided to conduct coaching for competitive exams and vocational training in association with Dr.Rajkumar Academy, Dooravani Cricketers and Pushpanjali Natya Kala Academy respectively.
Agenda-12 To discuss about placements.	It was decided to provide necessary training for

PRINCIPAL
SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST)
26/2, Ravindra Layout,
Basavanapura Road, K.R, Puram
BANGALORE-560 036

	students and invite companies for conducting placement drive.
Agenda-13 To discuss about awards and recognition for faculty and students.	It was decided to identify and award the best performers among faculty and students
Agenda-14 To discuss on starting Certificate and Add-on courses.	It was decided to start Certificate Course on Cyber Forensics.
Agenda-15 To discuss on value added courses transferable life skills	It was decided to introduce VAC in association with SEEK and GLISTEN
Agenda-16 To discuss on going for 2nd Cycle of NAAC	It was decided to go for 2nd cycle of NAAC and get ready with the required documents
Agenda-17 Confirmation about 2nd meeting date	Next meeting was confirmed to be held on 20/09/2017

Slno	Name	Designation	Signature
1	Dr. H. M. Chandrashekar	Management(Chairman)	
2	Mr. Gnanesh C	Chairperson(Principal)	
3	Dr. B Rose Kavitha	Research Director	
4	Mr. Nanjappa	Manager	
5	Mr. Kemparaj	Co-ordinator	
6	Mr. MuraliKrishna	External Member	
7	Mrs. Sivagami T	Dean, PG studies	
8	Mr. Muralidhara	Head of the Department, Commerce	
9	Mrs. Deepthi Shirahatti	Head of the Department, Management	
10	Mr. Balaji	Head of the Department, Computer science	
11	Students/Alumni Members	1. Afreen 2. Mohammed Warris	

IQAC Coordinator

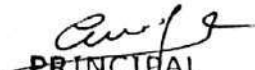Principal

SILICON CITY COLLEGE
ACCREDITED BY NAAC
K R PURAM, BANGALORE -36

INTERNAL QUALITY ASSURANCE CELL

Date: 20/09/2017

Agenda and Minutes of IQAC Meetings held during 2017-18

As per the Circular sent on 18th September 2017 the Agenda and Minutes of IQAC are as follows

SUBJECT	RESOLUTION
Agenda 1 To confirm the minutes of 1st. Meeting of IQAC held on 29//06/2017	The minutes of the meeting held on 29/06/2017 was read and confirmed by all the members
Agenda 2 Discuss on IQAC Workshop and introduction of UNXT –soft skill training	Workshop is to be conducted on Equity Fundamental Analysis by Mr. Panduranga Patkar on 22/11/2017 and UNXT program shall be introduced
Agenda 3 Teaching , Learning Evaluation (Conducting Internal assessment and pre final)	Internal assessment was confirmed from 05/10/2017 to 13/10/2017 and university practical exams shall commence from 25/11/2017 and theory exams shall start from 04/12/2017. Staff meeting to be conducted and submit internal marks before 25/11/2017 Remedial classes for slow learners to be started on 12th Oct 2017 as per scheduled time table
Agenda 4 Discuss on Reopening for even semester	Confirmed approximate date for Re-opening for even semester from 18/01/2018
Agenda 5 Confirmation about 3rd meeting date	Next meeting was confirmed to be held on 11/01/2018

PRINCIPAL
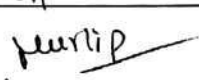SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST)
26/2, Ravindra Layout,
Basavanapura Road, K R. Puram
BANGALORE-560 036

Slno	Name	Designation	Signature
1	Dr. H. M. Chandrashekar	Management(Chairman)	
2	Mr. Gnanesh C	Chairperson(Principal)	
3	Dr. B Rose Kavitha	Research Director	
4	Mr. Nanjappa	Manager	
5	Mr. Kemparaj	Co-ordinator	
6	Mr. MuraliKrishna	External Member	
7	Mrs. Sivagami T	Dean,PG studies	
8	Mr. Muralidhara	Head of the Department, Commerce	
9	Mrs. Deepthi Shirahatti	Head of the Department, Management	
10	Mr. Balaji	Head of the Department, Computer science	
11	Students/Alumni Members	1. Nelson 2. Mohammed Warris	

IQAC Coordinator

Principal

SILICON CITY COLLEGE

ACCREDITED BY NAAC
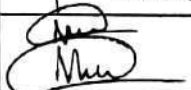K R PURAM, BANGALORE -36

INTERNAL QUALITY ASSURANCE CELL

Date: 11/01/2018

Agenda and Minutes of IQAC Meetings held during 2017-18

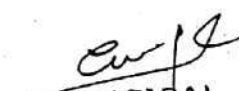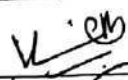As per the Circular sent on 9th January 2018the Agenda and Minutes of IQAC are as follows

SUBJECT	RESOLUTION
Agenda 1To confirm the minutes of 2nd Meeting of IQAC held on 20/09/2017	The minutes of the meeting held on 20/09/2017 will be read and confirmed by all the members
Agenda 2Confirm the date of reopening of even semester	Discussed in the II IQAC meeting that the reopening will be on 18/01/2018 due to the instruction of university.
Agenda 3Discuss on subject allocation and internals	Faculty meeting to be conducted and discuss on subject allocation, curriculum deployment plan, Work diary and Attendance records. Planned to conduct internal Assessment date from 09/03/2018 to 13/03/2018
Agenda 4Discuss on National Conference	National level conference shall be conducted on Cyberspace Issues and Challenges on 19/03/2018
Agenda 5To Consider and obtain approval for the proposal of industrial visit	It was resolved to Conduct Industrial visit to Mysore, Ooty and Kodaikanal from 09/04/2018 to 12/04/2018
Agenda 6To discuss on Women Day Celebration and cultural activities	Women day celebration on 07/03/2018 motivational speech by Trupthi Arvind Cultural Activities started from 05/02/2018 to 17/02/2018
Agenda 7Discuss on Institutional Annual athletic meet, celebration of Suggi	As discussed Annual Athletic meet is conducted on 12/02/2018 and Suggi celebration is conducted on 14/01/2018
Agenda 8Confirmation about 4th meeting date	Next meeting was confirmed to be held on 12/04/2018

PRINCIPAL
SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST)
26/2, Ravindra Layout.
Basavanapura Road, K R. Puram
BANGALORE-560 036

slno	Name	Designation	signature
1	Dr. H. M. Chandrashekar	Management(Chairman)	
2	Mr. Gnanesh C	Chairperson(Principal)	
3	Dr. B Rose Kavitha	Research Director	
4	Mr. Nanjappa	Manager	
5	Mr. Kemparaj	Co-ordinator	
6	Mr. MuraliKrishna	External Member	
7	Mrs. Sivagami T	Dean,PG studies	
8	Mr. Muralidhara	Head of the Department, Commerce	
9	Mrs. Deepthi Shirahatti	Head of the Department, Management	
10	Mr. Balaji	Head of the Department, Computer science	
11	Students/Alumni Members	1. Nikshitha. 2. Deepika	

IQAC Coordinator

Principal

SILICON CITY COLLEGE

ACCREDITED BY NAAC

K R PURAM, BANGALORE -36

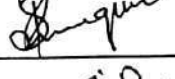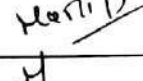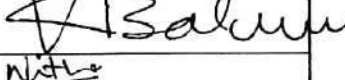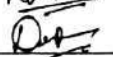### INTERNAL QUALITY ASSURANCE CELL

Date: 12/04/2018

Agenda and Minutes of IQAC Meetings held during 2017-18

As per the Circular sent on 10th April 2018the Agenda and Minutes of IQAC are as follows

SUBJECT	RESOLUTION
Agenda 1To confirm the minutes of 3rd Meeting of IQAC held on 11/01/2018	The minutes of the meeting on 11/01/2018 was read and confirmed by all the members
Agenda 2Discus on introduction of new specialization for BBA Final year	Based on the students requisition and IQAC Members decision was to accept the students requisition
Agenda 3To discuss introduction of BBA Aviation Management	Discussed on the new course introduction BBA Aviation Management in the academic year 2018-19. Further step to be taken by the management to seek permission for the new course.
Agenda 4Teaching , Learning Evaluation (Conducting Internal assessment and pre final)	Internal assessment was confirmed from 09/03/2018 to 13/03/2018 and university practical commences 04/05/2018 and theory exam commences from 17/05/2018 Remedial classes for slow learners started on 26th April 2018 as per scheduled time table
Agenda 5Discuss on Parampara, Issue of Magazine and Inter College Fest	Inter College Fest is to be conducted on 27/04/2018 Parampara and Issue of magazine on 28/04/2018
Agenda 6Discuss on Reopening for Next academic Odd Semester	Re-opening of Odd Semester scheduled on 09/07/2018
Agenda 7 To review the academic and Committee activities and collect feedback	The performance of various committees and academics were reviewed and feedback back collected
Agenda 8Confirmation about 1st meeting date of Next academic year	Next meeting confirmed to be held on 02/07/2018

PRINCIPAL

SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST
26/2, Ravindra Layout,
Basavanapura Road, K R. Puram
BANGALORE-560 036

Slno	Name	Designation	Signature
1	Dr. H. M. Chandrashekar	Management(Chairman)	
2	Mr. Gnanesh C	Chairperson(Principal)	
3	Dr. B Rose Kavitha	Research Director	
4	Mr. Nanjappa	Manager	
5	Mr. Kemparaj	Co-ordinator	
6	Mr. MuraliKrishna	External Member	
7	Mrs. Sivagami T	Dean,PG studies	
8	Mr. Muralidhara	Head of the Department, Commerce	
9	Mrs. Deepthi Shirahatti	Head of the Department, Management	
10	Mr. Balaji	Head of the Department, Computer science	
11	Students/Alumni Members	1. Suresh 2. Kiran	

IQAC Coordinator

Principal

SILICON CITY COLLEGE

Accredited by NAAC

K.R.Puram , Banglore-36

S.No.	Date	Curriculum	Co-curricular	Extra-curricular	ACTION TAKEN REPORT ON CURRICULAR, CO-CURRICULAR & EXTRA-CURRICULAR FOR 2017-18
1	05-07-2017	Re-opening of Odd Sem			college reopened
2	24-07-2017		TRAINING ACTIVITIES		Workshop on CS by Deccan Herald
3	25-07-2017		TRAINING ACTIVITIES		Workshop on Positive Attitude
4	26-07-2017		TRAINING ACTIVITIES		Workshop on Time Management
5	27-07-2017		TRAINING ACTIVITIES		Workshop on Positive Self Image
6	31-07-2017		TRAINING ACTIVITIES		Workshop on Leadership Skills
8	12-08-2017		ALUMNI CELL		Alumni Meet
9	1\9\17		BUSINESS LAB ACTIVITIES		Digital display on currency exchange
9	09-09-2017		LANGUAGE LAB		Intra-Department Fest
10	11 to 14/9/17	Internals			conducted
11	17-09-2017	Parents-Teachers Meet			conducted
12	18\9\17		BUSINESS LAB ACTIVITIES		Impact of demonetization
13	22-09-2017		COMMUNITY AWARENESS		Save water
14	22-09-2017		COMMUNITY AWARENESS		Global warning-stop polluting the earth
15	5 to 13/10/17	Pre-Finals			Conducted
16	10-10-2017		E-WASTE MANAGEMENT		Go green –helping the world go green
17	22-11-2017		BUSINESS LAB ACTIVITIES		Workshop on Equity Fundamental Analysis
18	25/11/17 to	BCA Practical Exams			conducted
20	04-12-2017	Theory Exams			conducted
21	18-01-2018	Re-opening of Even Sem			conducted

PRINCIPAL
SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST)
26/2, Ravindra Layout,
Basavanapura Road, K.R. Puram,
BANGALORE-560 036

22	29-01-2018	Planning to update the technologies in class-room			conducted
23	29-01-2018	Discuss for conducting seminars			conducted
24	29-01-2018	Change lab systems	CULTURAL ACTIVITIES		Nail Art
25	07-02-2018		CULTURAL ACTIVITIES		Hair-Do
26	08-02-2018		CULTURAL ACTIVITIES		Mehendi
27	09-02-2018		ICT ACTIVITIES		College Cyber Space
28	12-02-2018			SPORTS ACTIVITIES	Annual Sports
29	12th-14th-feb-2018			SPORTS ACTIVITIES	Athletics
30	13\2\18		BUSINESS LAB ACTIVITIES		Analyses off line Bank a\c(How to open and close)
31	14-02-2018		E-WASTE MANAGEMENT		Best out of Waste
32	15-02-2018		CULTURAL ACTIVITIES		Vegetable Carving
33	15\2\18		COMPANY PLACEMENT		Global Talent track
34	17-02-2018		CULTURAL ACTIVITIES		Cooking without Fire
35	22-02-2018		ICT ACTIVITIES		Changes advance technology software in LAB
37	22-02-2018		ICT ACTIVITIES		Conducting IT-workshop for BCA
38				SPORTS ACTIVITIES	cricket league
39	22-02-2018			SPORTS ACTIVITIES	kabaddi intramoral tournament
40	01st-2nd-mar-2018			SPORTS ACTIVITIES	volley ball
41	05th-mar-2018			SPORTS ACTIVITIES	tenicoit
42	07-03-2018		WOMEN'S CELL		Women's Day Celebrations
43	9 to 13/3/18	Internals			Conducted
44	16-03-2018		ICT ACTIVITIES		Conducting workshop on artificial intelligence
46	16-03-2018		ICT ACTIVITIES		Change software's as per subjects

PRINCIPAL
SILICON CITY COLLEGE
(A UNIT OF MJ EDUCATION TRUST)
26/2, Ravindra Layout,
Basavanapura Road, K R. Puram
BANGALORE-560 036

47	19-03-2018		ICT ACTIVITIES		National Conference on Cyber Space Issues and Challenges
48	9 to 12/4/18		PLACEMENT ACTIVITIES		Industrial visit to Mysore, Ooty & Kodaikanal
49	12-04-2018		ICT ACTIVITIES		Proposal of work shop for WEBNAR
51	12-04-2018		ICT ACTIVITIES		Proposal for adapt web-technology and educate the students on web-technology
	12-04-2018			SPORTS ACTIVITIES	SPORTS MEET
52	28-04-2018		CULTURAL ACTIVITIES		Parampara
53	4 to 7/5/18	BCA Practical Exams			conducted
54	17-05-2018	Theory Exams			conducted