



SILICON CITY COLLEGE

ACCREDITED BY NAAC

K R PURAM, BANGALORE -36


INTERNAL QUALITY ASSURANCE CELL

Date: 02/07/2018


Agenda and Minutes of IQAC Meetings held during 2018-19

As per the Circular sent on 30th June 2018 the Agenda and Minutes of IQAC are as follows

Subject	Resolution
Agenda 1 To confirm the minutes of 4 th Meeting of IQAC held on 12/04/2018	The coordinator read the minutes of earlier meeting and the minutes were reviewed and passed by the members
Agenda 2 To prepare academic calendar of the year	The academic calendar to be prepared as per IQAC guidelines.
Agenda 3 Discuss on introduction of new specialization for BBA Final year	Members discussed and approved for introduction of new specialization for BBA Final Year for current academic year
Agenda 4 To discuss introduction of BBA Aviation Management	Discussed on the new course introduction BBA Aviation Management in the academic year 2018-19. University has given the permission but delayed for admission in this current academic year.
Agenda 5 Discuss on Orientation program and bridge course	Orientation to be conducted on 09/07/2018 and Bridge course
Agenda 6 IQAC organized Skill development programme in association with Unnati	Unnati skill development programme to be Conducted on 30/05/2018
Agenda 7 IQAC seminar workshop and FDP	Interactive session on Research Methodology to be Conducted on 04/07/2018 FDP on psychometrics by Gridhar Gopal on 06/08/2018
Agenda 8 Discuss on social awareness programme	Kargil Vijay Diwas and blood donation camp on 26/07/2018
Agenda 9 Discuss on Value added course	Gliten value added course to be started for current academic year 01/08/2018
Agenda 10 Discuss on guidelines for competitive exams	Orientation of IAS and KAS Mr. Girish by Raj Kumar Academy shall be held on 13/07/2018
Agenda 11 To confirm alumni meet	Alumni meet to be Conducted on 07/08/2018
Agenda 12 To discuss on CIE	First Internal Assessment to be Conducted from 28/0/2018 to 31/08/2018
Agenda 13 To discuss on Teachers day celebration and Red Carpet	Teachers Day Celebration and Red Carpet to be Conducted on 05/09/2018
Agenda 14 To identify slow and fast learners	The work was assigned to the Mentor-Mentee Committee
Agenda 15 To discuss on mentor mentee program	Mentors and Mentees were identified and given responsibilities.


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Agenda-16 To discuss on conducting IPR Workshop	It was decided to Conduct IPR workshop for Faculties and Students.
Agenda-17 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-18 To discuss about placements.	It was decided to provide necessary training for students and invite companies for conducting placement drive.
Agenda-19 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-20 To discuss on going for 2 nd Cycle of NAAC	It was decided to go for 2 nd cycle of NAAC and get ready with the required documents
Agenda 21 Confirmation about 2nd meeting date	Next meeting confirmed to be held on 18/09/2018


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Sno	Name	Designation	Signature



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Date: 18/09/2018

Agenda and Minutes of IQAC Meetings held during 2018-19

As per the Circular sent on 16th September 2018 the Agenda and Minutes of IQAC are as follows

Subject	Resolution
Agenda 1 To confirm the minutes of 1st Meeting of IQAC held on 02/07/2018	The minutes of the meeting held on 02/07/2018 was read and confirmed by all the members
Agenda 2 Discuss on IQAC Workshop	Workshop to be conducted on skill development for automated future by Dr. Usha Eswaran 25/10/2018 and Emerging trends in IT by Mr. Sameer
Agenda 3 Discussion on National Conference	National conference Culture Youth Future to be Conducted 06/10/2018
Agenda 4 Discuss on MOU with Bulgaria	MOU with Bulgaria 17/10/2018
Agenda 5 Teaching, Learning Evaluation (Conducting Internal assessment and pre final)	Internal assessment confirmed from 29/10/2018 to 05/11/2018 and university practical exams commencing from 09/11/2018 and theory exams starting on 23/11/2018. Staff meeting to be conducted and it was directed to submit internal marks before 09/11/2018 Remedial classes for slow learners to be started on 3 rd Nov 2018 as per scheduled time table
Agenda 6 Discuss on Reopening for even semester	Confirmed approximate date for Re-opening for even semester from 02/01/2018
Agenda 7 Confirmation about 3 rd meeting date	Next meeting was confirmed to be held on 26/12/2018


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S/no	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. Rohit 2. Prasad	


IQAC Coordinator


Principal
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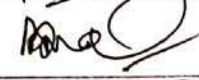
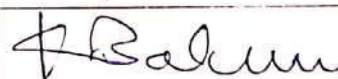
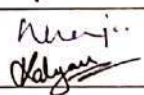
Date: 29/12/2018

Agenda and Minutes of IQAC Meetings held during 2018-19

As per the Circular sent on 24th December 2018 the Agenda and Minutes of IQAC are as follows

SUBJECT	RESOLUTION
Agenda 1 To confirm the minutes of 2 nd Meeting of IQAC held on 18/09/2018	The minutes of the meeting held on 18/09/2018 was read and confirmed by all the members
Agenda 2 Confirm 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 3 Discuss 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 4 Discuss on National Conference	National level conference to be conducted on Cyberspace Issues and Challenges on 19/03/2018
Agenda 5 To Consider and obtain approval for the proposal of industrial visit	Industrial visit to Mysore, Ooty and Kodaikanal to be conducted from 09/04/2018 to 12/04/2018
Agenda 6 To discuss on Women Day Celebration and cultural activities	Womens day celebration on 07/03/2018 motivational speech by Trupthi Arvind Cultural Activities from 05/02/2018 to 17/02/2018
Agenda 7 Discuss on Institutional Annual athletic meet , celebration of Suggi	As discussed Annual Athletic meet to be conducted on 12/02/2018 and Suggi celebration on 14/01/2018
Agenda 8 Confirmation about 4th meeting date	Next meeting was confirmed to be held on 02/04/2019


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S/no	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. Nanje Gowda. 2. Kalyan	


IQAC Coordinator


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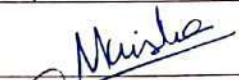
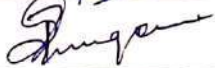
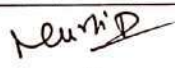


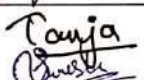
Date: 02/04/2019

Agenda and Minutes of IQAC Meetings held during 2018-19

As per the Circular sent on 31st March 2019 the Agenda and Minutes of IQAC are as follows

SUBJECT	RESOLUTION
Agenda 1 To confirm the minutes of 3 rd Meeting of IQAC held on 29/12/2018	The minutes of the meeting held on 29/12/2018 was read and confirmed by all the members
Agenda 2 Teaching , Learning Evaluation (Conducting Internal assessment and pre final)	Internal assessment confirmed from 09/03/2019 to 13/03/2019 and university practical commences from 04/05/2019 and theory exam commences from 17/05/2019 Remedial classes for slow learners to be started on 4 th May 2019 as per scheduled time table
Agenda 3 Discuss on Parampara, Issue of Magazine and Inter College Fest	Inter College Fest 27/04/2019 to be conducted 'Parampara' and Issue of magazine on 28/04/2019
Agenda 4 Discuss on Reopening for Next academic Odd Semester	Re-opening of Odd Semester scheduled on 09/07/2019
Agenda 5 To review the academic and Committee activities and collect feedback	The performance of various committees and academics were reviewed and feedback back collected
Agenda 6 Confirmation about 1 st meeting date of Next academic year	Next meeting was confirmed to be held on 03/06/2019


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Sno	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. Tanuja 2. Suresh	



IQAC Coordinator


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ACTION TAKEN REPORT ON CURRICULAR, CO-CURRICULAR, EXTRA-CURRICULAR ACTIVITIES FOR 2018-19					
S.No.	Date	Curriculum	CO-curricular	Extra-curricular	Actually Executed Activities
1	30-5-18		Unnati Skill Development Programme		Session on Communication Skills conducted
2	21-6-18	Re-opening of Odd Sem			College Reopened
3	04-07-2018		Research Cell		Interactive Session on Research Methodology
4	09-07-2018	Induction & Orientation Day			Conducted
5	13/7/18		TRAINING ACTIVITIES		Dr. Rajkumar Academy Orientation on IAS/ KAS Preparation - Mr. Girish
6	18-07-2018		COMMUNITY AWARENESS		Nutritional Facts
7	25-07-2018		BUSINESS LAB ACTIVITY		B-Quiz
8	26-07-2018		COMMUNITY AWARENESS		Kargil Vijay Diwas & Blood Donation Camp by Red Cross Society
9	31-07-2018		CULTURAL ACTIVITIES		Red Carpet Day
10	01-08-2018		TRAINING ACTIVITIES		Skill Will Club
11	02-08-2018		TRAINING ACTIVITIES		Skill Will Club
12	03-08-2018		TRAINING ACTIVITIES		Skill Will Club
13	08-04-2018	GRADUATION DAY			Conducted
14	06-08-2018		ALUMNI CELL		Alumni Meet
15	08-06-2018		RESEARCH CELL ACTIVITIES		Interactive Session on FDP, Psychometrics by Sri. Giridhar Gopalan
16	08-10-2018		RESEARCH CELL ACTIVITIES		National Conference on Culture Youth-Future
17	08-08-2018		RESEARCH CELL ACTIVITIES		Signing MoU with Omega College, Bulgaria


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18	08-08-2018		RESEARCH CELL ACTIVITIES		Research Initiation By Dr. Rose Kavitha
19	10-08-2018		TRAINING ACTIVITIES		Student Faculty Program
20	15-08-2018		CULTURAL ACTIVITIES		Independence Day celebrated
21	17-08-2018		PLACEMENT ACTIVITIES		Local Industrial Visit
22	22-08-2018		BUSINESS LAB ACTIVITY		Conduct the awareness program on digital –money
23	22-08-2018		BUSINESS LAB ACTIVITY		Conducted group discussion on digital cheque and money transfer
24	28-8-18 to 31-8-18	Internal Exams			Conducted
25	03-09-2018		ICT ACTIVITIES		Computer Skills Training
26	04-09-2018		TRAINING ACTIVITIES		Tally Basics Training
27	05-09-2018		Teachers' Day		Teachers' Day Celebrated
28	06-09-2018		ICT ACTIVITIES		BCA Workshop
29	07-09-2018		BUSINESS LAB ACTIVITY		Product Launch
30	17-09-2018	Question Paper Pattern Discussion			conducted
31	18-09-2018	Question Paper Pattern Discussion			conducted
32	19-09-2018	Question Paper Pattern Discussion			conducted
33	21-09-2018	Question Paper Pattern Discussion			conducted
34	24-09-2018		CULTURAL ACTIVITIES		Cultural Competition
35	25-09-2018		CULTURAL ACTIVITIES		Cultural Competition
36	26-09-2018		CULTURAL ACTIVITIES		Cultural Competition
37	27-09-2018		CULTURAL ACTIVITIES		Cultural Competition
38	28-09-2018		CULTURAL ACTIVITIES		Cultural Competition
39	30-09-2018		LIBRARY ACTIVITIES		Activities of up-gration of digital library for all students
40	2 to 17/10/18	Pre-Finals			conducted


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41	25-10-18		TRAINING ACTIVITIES		Interactive session on professional skill development for an automated future - Dr. Usha Eswaran
42	25-10-18		TRAINING ACTIVITIES		Interactive session on Emerging Trends in IT by Ms. Sameer Ahsaan
43	29-10-18	Pre-Finals			conducted
44	3-11-18 to 5-11-18	Practical Exams of BNU			Conducted
45	5-11-18 to 9-11-18	Practical Exams of BNU			Conducted
46	13-11-18	Last Working Day			Observed
47	28-12-2018	Subject Allocation for Even Sem			conducted
48	02-01-2019	Re-opening for Even Sem			conducted
49	02-01-2019		TRAINING ACTIVITIES		Presentation on Current Affairs
50	03-01-2019		TRAINING ACTIVITIES		Presentation on Current Affairs
51	04-01-2019		TRAINING ACTIVITIES		Presentation on Current Affairs
52	11-01-2019		COMMUNITY AWARENESS		Traffic awareness rally
53	19-01-2019		CULTURAL ACTIVITIES		Suggi
54	15 to 17-1-19			SPORTS ACTIVITIES	cricket league
55	18-01-2019			SPORTS ACTIVITIES	Sports Meet
56	21 st -22 nd -jan-2019			SPORTS ACTIVITIES	Kabaddi intramoral tournament
57	23-01-2019		PLACEMENT ACTIVITIES		Industry visits
58	25-01-2019		BUSINESS LAB ACTIVITY		Digitalisation
59	26-1-19	REPUBLIC DAY			CELEBRATED
60	26 th -27 th -jan-2019			SPORTS ACTIVITIES	volleyball cup
61	28-01-2019		LANGUAGE LAB ACTIVITIES		Articles Writing
62	28 th -jan-2019			SPORTS ACTIVITIES	tenicoit
63	29-01-2019		LANGUAGE LAB ACTIVITIES		Articles Writing
64	30-01-2019		LANGUAGE LAB ACTIVITIES		Articles Writing


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65	31-01-2019		LANGUAGE LAB ACTIVITIES		Role Play
66	01-02-2019	Study Plan			conducted
67	06-02-2019		E.D. CELL ACTIVITIES		Success Stories of Enterprenuers
68	07-02-2019		COMMUNITY AWARENESS		Swachch Bharath program conducted
69	08-02-2019		COMMUNITY AWARENESS		Activities on "Save trees" conducted
70	09-02-2019		PLACEMENT ACTIVITIES		Industry Institution Interaction
71	11-02-2019		COMMUNITY AWARENESS		Traffic Safety Awareness Program
72	15-02-2019		BUSINESS LAB ACTIVITY		Recent Trends in Commerce & Management
73	18 to 20/2/19	Internal Exams			conducted
74	22-02-2019		COMMUNITY AWARENESS		Save electricity
75	22-02-2019	Results Analysis			conducted
76	25-02-2019		CAREER GUIDANCE CELL		Career Guidance
77	25-02-2019		ICT ACTIVITIES		Proposal for conducting workshop in current trends in software development
78	27-02-2019		COMMUNITY AWARENESS		Traffic Awareness
79	28-02-2019		PLACEMENT ACTIVITIES		Mock Interview
80	29/2/2019		ICT ACTIVITIES		Conducted workshop by AMD-technologies.
81	01-03-2019	PTM			conducted
82	03-08-2019		RESEARCH CELL ACTIVITIES		Workshop on Youth Contribution towards Social Development by Ms. Suhani Lakshmanan by IKYA
83	08-03-2019		WOMEN'S CELL		Women's Day celebrated
84	12 to 14/3/19	Study Plan			conducted
85	18-3-19 to 21-3-19	INTERNAL EXAMS			Conducted
86	25 to 28-3-19		PLACEMENT ACTIVITIES		Industrial Visit to Ernakulam, Cochin and Munnar
87	04-02-2019		PLACEMENT ACTIVITIES		Workshop on Goal Setting by Mr. Inayathullah


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88	04-03-2019		PLACEMENT ACTIVITIES		Workshop on CV Writing by Ms. Punitha
89	15-4-19		PLACEMENT ACTIVITIES		Mock Interview for Final Year Students
90	29-4-19 to 2-5-19	Pre-Finals			conducted
91	03-05-2019	Question Paper Pattern Discussion			conducted
92	6-5-19 to 8-5-19	Practical Exams of BNU			conducted
93	15-5-19 to 18-5-19	Practical Exams of BNU			conducted
94	17-5-19	Last Working Day			Observed

[Signature]

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