



MINUTES OF THE FIRST MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18

HELD ON 04th July, 2017, AT GFGC BANNUR

It was decided to form IQAC committee in the Meeting held on 04th July, 2017 which was presided over by Dr. S B Appajigowda Principal Government First Grade College Bannur.

Sl.No	Name & Designation of the member	Position
01	Dr. S B Appajigowda, Principal	Chairman
02	Dr. Neelakantaswamy, HOD Department of History	Convener
03	Prof Jayalakshmi B , HOD Deapartment of Kannada	Member
04	Kum. Yashodha D, HOD Department of English	Member
05	Smt. Lakshmi S S, HOD Dept. of Economics	Member
06	Dr. Krishnarajendrabarath, HOD Dept. of Political Science	Member
07	Rajashekara S, HOD, Dept. of Sociology	Member
08	Shankara S.L., HOD, Dept. of Commerce & Management	Member
09	Dr. H S Madhusudhan , HOD Dept. of Mathematics	Member
10	Dr. T N Mahadevaprased, HOD Dept. of Physics	Member
11	Jayashankar, Physical Education Director	Member
12	Siddaramaiah, Librarian.	Member
13	Mohan Kumar C B, Superintendent	Member
14	Prof. Kumaraswamy, Retd. Principal	ExternalMember
15	Ravindra Kumar, Industrialist.	ExternalMember
16	K N NarendraBabu, Retd. Superintendent.	ExternalMember
17	Keerthi K, III B.A.	StudentMember
18	Shivakumari, III B.Com.	StudentMember

The agenda of the meeting were taken up for detailed discussion and the following decisions were taken as given below:

Sl. No	Agenda	Decision Taken
1	a) Preparation of Time Table b) Formation of committees c) Action plan of IQAC	a) A committee was formed and from each stream (BA, B.Com, BBA and B.Sc.) one faculty was selected and assigned the job of preparing the time table for the respective stream and it has to be consolidated by the Convenor. b) Formed various committees to conduct student oriented activities such as NSS, Cultural committee, Student welfare committee etc., c) To prepare a detailed action plan incorporating several activities, for the academic year 2016-17

Chairman

Principal

**Govt. First Grade College
Bannur, T. Narasipura Taluk,
Mysuru Dist. - 571101**



**MINUTES OF THE 2nd MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18
HELD ON 18th August 2017, AT GFGC BANNUR**

The Meeting was presided over by Dr. S B APPAJIGOWDA , Principal, Government First Grade College, BANNUR and the following Members were present in the Meeting:

- 1) Dr. S B Appajigowda :Chairman
- 2) Dr .Neelakantaswamy:Convener
- 3) Yashodha D :Member
- 4) Rajashekara,S. : Member
- 5) Jayalakshmi B. :Member
- 6) Madhusudhan H. S. :Member
- 7) Keerthi K, III B.A. :Member
- 8) Dr.Mahadevapradas.T.N. :Member
- 9) Jayashankar :Member
- 10) Siddaramaiah :Member
- 11) Krishna rajendrabharath. : Member
- 12) Nandan p :Member
- 13) Shankara S L : Member
- 14) Mohan kumar C B : Member

Later, the following agenda of the meeting were taken up for detailed discussions and the following decisions were taken as given below:

Agenda	Decision Taken
a) Utilization of grant	a) Decided to give Rs.500/- to 1000/- to each department as honorarium for resource persons who deliver special lectures
b) Regarding CAS / PBAS	b) Asked all faculty to submit CAS and PBAS in time for the academic year 2016-17 (previous academic year) to IQAC cell
c) Evaluation of faculty by students	c) To improve quality in teaching, it was decided to evaluate each faculty by students providing them with a questionnaire.
d) Inculcating leadership quality in students	d) It was decided to identify several students from each class room who are having leadership qualities and improve upon it by giving various tasks

Chairman

Principal

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Government of Karnataka

Department of Colligate Education

**MINUTES OF THE 3rd MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) 2017-18
HELD ON 31st August 2016, AT GFGC BANNUR**

1. The Review Meeting was presided over by Dr. S B APPAJIGOWDA , Principal, Government First Grade College, BANNUR and the following Members were present in the Meeting:

- 1) Dr. S B Appajigowda :Chairman
- 2) Dr .Neelakantaswamy :Convener
- 3) Yashodha D :Member
- 4) Rajashekara,s. : Member
- 5) Jayalakshmi B. :Member
- 6) Madhusudhan H S. :Member
- 7) Keerthi K, III B.A. :Member
- 8) Dr.Mahadevaprasad.T.N. :Member
- 9) Jayashankar :Member
- 10) Siddaramaiah :Member
- 11) Krishna rajendrabharath. : Member
- 12) Nandan p : Member
- 13) Lakshmi S S : Member

Later, the following agenda were taken up for detailed discussions and the following decisions were taken as given below:

Sl.No.	Agenda	Decision Taken
1	Review	As decided in the previous meeting which was held on 18/8/2017, all faculty were asked to submit Academic audit report by 31/08/2017.
2	Conducting various activities	To improve quality in curriculum it was decided to take students to places of importance, visit various organizations, work with NGO's like Rotary for blood donation camp etc.,
3	Parent teacher meeting	It was decided to meet parents to analyze results of students of previous academic year and conduct remedial classes

Chairman

Principal
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MINUTES OF THE 4th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18

HELD ON 25th September 2017, AT GFGC BANNUR

1) The Meeting was presided over by Dr. S B APPAJIGOWDA , Principal, Government First Grade College, BANNUR and the following Members were present in the Meeting:

- 1) Dr. S B Appajigowda :Chairman
- 2) Dr .Neelakantaswamy :Convener
- 3) Yashodha D :Member
- 4) Rajashekara,s. : Member
- 5) Jayalakshmi B. :Member
- 6) Madhusudhan H S. :Member
- 7) Dr.Mahadevaprasad.T.N. :Member
- 8) Jayashankar :Member
- 9) Siddaramaiah :Member
- 10) Krishna rajendrabharath : Member
- 11) Nandan p : Member
- 12) Lakshmi S S : Member
- 13) Keerthi K, III B.A. :Member

2) Later, the following agenda of the meeting were taken up for detailed discussions and the following decisions were taken as given below:

Sl.No.	Agenda	Decision Taken
1	Conducting remedial classes	It was decided to conduct remedial classes for slow learners by preparing a time table by department heads
2	Evaluation of faculty by students	A committee was formed to prepare questionnaire to evaluate faculty by students
3	Alumni meeting	It was decided to conduct alumni meeting to take suggestions and contributions to improve quality of education

Chairman



Principal

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**MINUTES OF THE 5th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18
HELD ON 17th December 2017, AT GFGC BANNUR**

1) The Meeting was presided over by Dr. S B APPAJIGOWDA , Principal, Government First Grade College, BANNUR and the following Members were present in the Meeting:

- (a) Dr. S B Appajigowda :Chairman
- (b) Dr .Neelakantaswamy :Convener
- (c) Yashodha D :Member
- (d) Rajashekara,s. : Member
- (e) Jayalakshmi B. :Member
- (f) Madhusudhan H S. :Member
- (g) Dr.Mahadevaprasad.T.N. :Member
- (h) Jayashankar :Member
- (i) Siddaramaiah :Member
- (j) Krishna rajendrabharath. : Member
- (k) Nandan p : Member
- (l) Shivakumari, III B.Com. : Member

2) Later, the following agenda of the meeting were taken up for detailed discussions and the following decisions were taken as given below:

Sl.No.	Agenda	Decision Taken
1	Purchasing teaching tools	It was decided to purchase teaching tools for departments from IQAC grant as given below: <ul style="list-style-type: none">• White board for B.Com. and marker pens and ink• For B.Sc. packing materials to conduct practical examination• For B.A. marker pens and ink

Chairman



Principal

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**MINUTES OF THE 6th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18
HELD ON 18th February 2018, AT GFGC BANNUR**

1) The Review Meeting was presided over by Dr. S B APPAJIGOWDA , Principal, Government First Grade College, BANNUR and following Members were present in the Meeting:

- (a) Dr. S B Appajigowda :Chairman
- (b) Dr .Neelakantaswamy :Convener
- (c) Yashodha D :Member
- (d) Rajashekara,s. : Member
- (e) Jayalakshmi B. :Member
- (f) Madhusudhan H S. :Member
- (g) Shivakumari, III B.Com. :Member
- (h) Dr.Mahadevaprasad.T.N. :Member
- (i) Jayashankar :Member
- (j) Siddaramaiah :Member
- (k) Krishna rajendrabharath. : Member
- (l) Nandan p : Member
- (m) Lakshmi S S : Member

2) Later, the following agenda of the meeting were taken up for detailed discussions and the following decisions were taken as given below:

Sl.No.	Agenda	Decision Taken
1	Review of results	1) Discussed results of odd semester University examination of each department and each class 2) Decided to conduct more remedial classes for slow learners to improve results of even semester 3) Decided to conduct more cultural activities to ward off stage fear of students 4) Decided to conduct more competitions like debate, essay, quiz etc., to indulge students in more activities

Chairman



Principal

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**MINUTES OF THE 7th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) : 2017-18
HELD ON 18th March 2017, AT GFGC BANNUR**

1. The Meeting was presided over by Prof.B.Jayalakshmi, Principal, Government First Grade College, BANNUR and the following Members were present in the Meeting:

- a) Jayalakshmi B :Chairman
- b) Dr .Neelakantaswamy :Convener
- c) Yashodha D :Member
- d) Rajashekara,s. : Member
- e) Mohankumar : member
- f) Madhusudhan H S. :Member
- g) Shivakumari, III B.Com. :Member
- h) Dr.Mahadevaprasad.T.N. :Member
- i) Jayashankar :Member
- j) Siddaramaiah :Member
- k) Krishna rajendrabharath. : Member
- l) Nandan p : Member
- m) Lakshmi S S : Member

2. Later, the following agenda of the meeting were taken up for detailed discussions and the decisions taken on these items are asbelow:

Sl.No.	Agenda	Decision Taken
1	Review meeting of the IQAC regarding reports	<ul style="list-style-type: none"> 1. All the department heads were asked to submit reports of various programs conducted in their departments 2. All committee convenors were asked to submit reports of various programs conducted in their respective committees
2	Internal marks	<ul style="list-style-type: none"> 1. Asked all department heads to prepare IA marks list so that it can be uploaded when the University open the website

Chairman

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Principal
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