

**FIRST MEETING OF IQAC**

**DATE: 02-08-2019**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE , SHIVAMOGGA**

Ref: IQAC/01/2019-20

Notice for conducting 1<sup>st</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The first meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 02/08/2019

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**

## FIRST MEETING OF IQAC

**Date:** 02/08/2019

**Time:** 4PM

### **AGENDA:**

1. Call of the meeting by order from the Chairman.
2. To initiate MOUs, recruitment and placement activities.
3. Recommendation to management committee to take up major repair and renovation works.
4. To initiate training to strengthen placement cell and collaborate with training agencies.
5. Vote of thanks.

### **PROCEEDINGS:**

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

#### **AGENDA 1.1**

##### **To initiate MOUs, recruitment and placement activities.**

It was discussed in the meeting to initiate as many MOUs possible to support teaching, learning and research activities. The members opined that such MOUs will strengthen the departments in improving their quality.

#### **AGENDA 1.2**

##### **Recommendation to management committee to take up major repair and renovation works.**

The members discussed the need to take up the major repair and renovation work as suggested by a team of engineers in the cellar block as it was flooded during rainy season in order to maintain the quality standard of the building.

#### **AGENDA 1.3**

##### **To initiate training to strengthen placement cell and collaborate with training agencies.**

The members debated about various training activities that could be conducted in order to strengthen the abilities and skills of the students and prepare them for the placement.

### **VOTE:**

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 1.1 to 1.3.

### **RESOLUTION:**

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

### **VOTE OF THANKS:**

The chairman and the coordinator thanked all the members.

  
IQAC  
CHAIRMAN  
Principal

D.V.S. College of Arts & Science  
Shivamogga,

**SECOND MEETING OF IQAC**

**DATE: 11-09-2019**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE , SHIVAMOGGA**

Ref: IQAC/02/2019-20

Notice for conducting 2<sup>nd</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The second meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 11-09-2019

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**

## SECOND MEETING OF IQAC

Date:11/09/2019

Time: 4PM

### AGENDA:

1. Call of the meeting by order from the Chairman.
2. To discuss about mentoring, parents meeting and students counseling
3. To promote departments to organize seminars, workshops etc.
4. To update department programme and to digitalize all the documents.
5. Vote of thanks.

### PROCEEDINGS:

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

### AGENDA 2.1

#### To discuss about mentoring, parents meeting and students counseling

It was instructed in the meeting that the teachers must involve mentoring system and keep in touch with the students. It was also discussed to conduct parents meeting regularly to update the parents about the progress about their wards. The class teachers were instructed to counsel students.

### AGENDA 2.2

#### To promote departments to organize seminars, workshops etc.

Departments were instructed to organize state/ national/ international seminars, workshops, etc. for academic improvements and to improve the teacher's academic profile.

### AGENDA 2.3

#### To update department programme and to digitalize all the documents

The members were asked to update all the programmes conducted by the department to the IQAC office in the college. They were informed to submit hard copy as well as instructed to digitalize all the documents.

### VOTE:

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 2.1 to 2.3.

### RESOLUTION:

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

### VOTE OF THANKS:

The chairman and the coordinator thanked all the members.



IQAC CHAIRMAN  
Principal

D.V.S. College of Arts & Science  
Shivamogga.

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**THIRD MEETING OF IQAC**

**DATE: 07-01-2020**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

Ref: IQAC/03/2019-20

Notice for conducting 3<sup>rd</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The third meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 07-01-2020

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**



### THIRD MEETING OF IQAC

Date: 07/01/2020

Time: 4PM

#### AGENDA:

1. Call of the meeting by order from the Chairman.
2. To strengthen placement cell and make MOUs functional with Edubridge.
3. To promote sports and talent activities.
4. To discuss about installation of high speed internet through OFC.
5. To conduct PratibhaPuraskara and P. Lankesh programme.
6. Vote of thanks.

#### PROCEEDINGS:

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

#### AGENDA 3.1

##### To strengthen placement cell and make MOUs functional with Edubridge.

The members discussed about various trainings that could be given to students in order to strengthen their skills to face the recruitment process and hence improve the number of students placed every year. Also, it was discussed about the MOU with Edubridge, where the students were trained by the professionals from EduBridge.

#### AGENDA 3.2

##### To promote sports and talent activities.

The members discussed about promoting the importance of co-curricular activities in the college. It was decided to conduct sports activities in the college and promote health awareness among the students. Also, they discussed about conducting cultural activities by organizing various competitions.

#### AGENDA 3.3

##### To discuss about installation of high speed internet through OFC

The members were informed about installing high speed internet through OFC where all the departments can have access with good internet facility.

#### AGENDA 3.4

##### To conduct PratibhaPuraskara and P. Lankesh programme.

In order to honour the students who have scored highest marks in the respective academic year and who have secured ranks, it was decided to conduct PratibhaPuraskara. Also, it was discussed to conduct one day programme on the great writer P. Lankesh.

#### VOTE:


All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 3.1 to 3.4.

#### RESOLUTION:

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

#### VOTE OF THANKS:

The chairman and the coordinator thanked all the members.

  
IQAC  
CHAIRMAN  
Principal  
D.V.S. College of Arts & Science  
Shivamogga.

**FOURTH MEETING OF IQAC**

**DATE: 16-03-2020**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE , SHIVAMOGGA**

Ref: IQAC/04/2019-20

Notice for conducting 4<sup>th</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The fourth meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-03-2020

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**

## FOURTH MEETING OF IQAC

Date: 16-03-2020

Time: 4PM

### AGENDA:

1. Call of the meeting by order from the Chairman.
2. To discuss and schedule dates for extended profile.
3. To discuss about A and AA from external so as to assist the status of extended profile and to ascertain with DVV process.
4. Due to pandemic COVID-19 departments were instructed to organize workshops/seminars online.
5. Vote of thanks

### PROCEEDINGS:

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

#### AGENDA 4.1

**To discuss and schedule dates for extended profile.**

The members debated about the scheduled dates regarding the extended profile.

#### AGENDA 4.2

**To discuss about A and AA from external so as to assist the status of extended profile and to ascertain with DVV process.**

The members were instructed about A and AA from NAAC experts regarding the extended profile and to ascertain with DVV process which are mandatory procedures in the NAAC process.

#### AGENDA 4.3

**Due to pandemic COVID-19 departments were instructed to organize workshops/seminars online.**

The members in the meeting discussed about conducting online workshops, seminars, webinars, e-quizzes, e-competitions etc. due to the lockdown in order to keep students motivated. The members discussed about various platforms and online modes in order to conduct these e-activities.

### VOTE:


All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 4.1 to 4.3

### RESOLUTION:

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

### VOTE OF THANKS:

The chairman and the coordinator thanked all the members.

  
IQAC  
CHAIRMAN  
Principal  
D.V.S. College of Arts & Science  
Shivamogga.

**FIFTH MEETING OF IQAC**

**DATE: 16/05/2020**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE , SHIVAMOGGA**

Ref: IQAC/05/2019-20

Notice for conducting 5<sup>th</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The fifth meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 16-05-2020

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**

## FIFTH MEETING OF IQAC

**Date:** 16-05-2020

**Time:** 4PM

### **AGENDA:**

1. Call of the meeting by order from the Chairman.
2. To discuss about future course of action to go for assessment and accreditation process due to lockdown.
3. To discuss about creating students corner in the college website for uploading e-content by teachers.
4. Vote of thanks.

### **PROCEEDINGS:**

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

#### **AGENDA 5.1**

**To discuss about future course of action to go for assessment and accreditation process due to lockdown.**

The members in the meeting discussed regarding necessary preparation to go for assessment and accreditation process.

#### **AGENDA 5.2**

**To discuss about creating students corner in the college website for uploading e-content by teachers.**

The members discussed about the need to make e-content available to the students. Hence it was discussed about creating students corner in the college website where the student can access their respective subject's e-content uploaded by the teachers.

### **VOTE:**

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 5.1 to 5.2.

### **RESOLUTION:**

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

### **VOTE OF THANKS:**

The chairman and the coordinator thanked all the members.

  
IQAC  
CHAIRMAN  
Principal  
J.V.S. College of Arts & Science  
Shivamogga.

**SIXTH MEETING OF IQAC**

**DATE: 29-08-2020**

**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**



**D.V.S. COLLEGE OF ARTS, SCIENCE AND COMMERCE, SHIVAMOGGA**

Ref: IQAC/06/2019-20

Notice for conducting 6<sup>th</sup> IQAC meeting for the academic year 2019-20

Dear Sir/Madam,

The sixth meeting of IQAC for the academic year 2019-20 is scheduled to be held as per the details given below. The agenda will be placed before the members in the meeting. All are hereby informed to attend without fail.

Date: 29-08-2020

Time: 4 PM

Venue: IQAC Office



Signature

**IQAC CO-ORDINATOR**

## SIXTH MEETING OF IQAC

Date: 29-08-2020

Time: 4PM

### AGENDA:

1. Call of the meeting by order from the Chairman.
2. To discuss about conducting online classes.
3. To discuss about orientation programme on ICT tools.
4. To discuss about the preparations for offline examinations and creating sanitization task force.
5. About reconstitution of IQAC as per latest guidelines of NAAC.
6. To submit AQAR 2019-20 as per the stipulated time by the NAAC for the year 2019-20
7. Vote of thanks.

### PROCEEDINGS:

The Chairman welcomed all the members of IQAC and briefed about the agenda of the meeting. Further the members were requested to actively participate in deliberations. It was proposed that the decisions would be taken after confirming the quorum. The following agenda was taken for discussion.

The call of the order: Call of the order was given by coordinator of the IQAC.

#### AGENDA 6.1

**To discuss about conducting online classes.**

The members discussed about conducting online classes for the first years as well as second years. The teachers were suggested to use different online modes and engage students in academic activities.

#### AGENDA 6.2

**To discuss about orientation programme on ICT tools.**

The members in the meeting discussed to conduct an orientation programme to the faculties about the different ICT tools that can be used for the smooth functioning of the online classes.

#### AGENDA 6.3

**To discuss about the preparations for offline examinations and creating sanitization task force.**

The members discussed about the necessary preparations needed to conduct offline examination for final year students as per the guidelines issued by the university and Government of Karnataka- SOP. Also, the sanitization task force was created in order to supervise and ensure the safety of students and the faculties.

#### AGENDA 6.4

**About reconstitution of IQAC as per latest guidelines of NAAC**

The members discussed about reconstituting the IQAC of the college as per the latest guidelines of NAAC.

#### AGENDA 6.5

**To submit AQAR 2019-20 as per the stipulated time by the NAAC for the year 2019-20**

Due to COVID-19 pandemic lockdown and series of notifications regarding the academic activities issued by the Government and The University there was lot of ambiguity about the documentation for NAAC process. Therefore it was decided to wait for the clear directions from NAAC regarding the consideration of the academic year. Subsequent to the notifications issued by the NAAC in the

month of July 2020, in the purview of same all the members endorsed the opinion of the chairman and coordinator of IQAC to submit the AQAR 2019-20 within December 31<sup>st</sup>.

**VOTE:**

All the members gave their consent for the decisions taken based on the deliberations pertaining to agenda 6.1 to 6.5.

**RESOLUTION:**

It was unanimously resolved by the committee to accept the decisions taken with reference to the agendas and to follow up the action.

**VOTE OF THANKS:**

The chairman and the coordinator thanked all the members.



**IQAC CHAIRMAN  
Principal**

**D.V.S. College of Arts & Science  
Shivamogga.**