

Minutes of IQAC Meeting

Meeting 1

Oct 14th 2019

AY: 2019-2020

Agenda

1. Work and Improve on the 'Areas of improvements' identified by the NAAC peer team during their visit.
2. Plan of activities (Academic/Co-curricular), Innovative practices, Interdisciplinary activities
3. Reforms in teaching and testing practices
4. Faculty development programmed
5. Conferences, seminars and workshops
6. Research related activities (publications, Ph.D.)
7. Activities related to industry (Planning and conduct of activities), collaboration
8. Library improvement
9. Placement improvement
10. Teaching aids, ICT, Computer labs, Internet, WIFI etc
11. Alumni association support
12. Sports facility

Benefits of IQAC

Ensure heightened level of clarity and focus in Institutional functioning towards

- Quality enhancement
Ensure internalization of the quality culture
- Ensure enhancement and integration among the various activities of the institution and
- Institutionalize good practices provide a sound basis for decision-making to improve institutional functioning
- Act as a dynamic system for quality improvements in the institute.
- Website of IQAC. IQAC has been given a link on the website of the institute

www.mndcbangalore.org

Names of the appointments of the cell, their contact details and the activities of IQAC will be displayed on the website.

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Meeting 2:- Jan 13th 2020

AY: 2019-2020

Agenda: To implement Feedback system in the College in order to raise the quality of teaching.

1. The IQAC Coordinator explained the importance of Feedback to all the department heads and members of the IQAC.

2. It was decided that the feedback shall be taken from - Students Alumni Parent

3. Following parameters were discussed for alumni feedback form:-

College Infrastructure Achievement Contribution of college towards their vision Willingness to deliver guest lecturers/motivational talk

4. Following parameters were discussed for parent feedback form:-

Teaching-Learning Environment Value based education Discipline practices Response and communication with the college Provision of career oriented programs

5. It has been decided that the feedback and analysis will be done annually.

6. A recommendation to install suggestion/complaint boxes in all the floors to address any issues immediately was made.

Action Taken: 1. Formats are prepared and forwarded to all the Department heads.

Chairperson: Mr. Devendra Kumar Pathak.

Members (Senior Faculties of MNDC):

- 1) Mr. Narasimha B Kale
- 2) Mr. Ananda
- 3) Mrs. Chitira Devi
- 4) Mrs. Sowbhagyawadi
- 5) Mr. Hadagali Basavaraja

External Expert Member:

1. Dr. Srinivas Murthy

NAAC Coordinator:

Mrs. N.Kathyayini

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Meeting 3:- Mar 6th, 2020

AY: 2019-20

Agenda: To implement ICT teaching methodology for the Commerce & Management students.

1. The HOD of Commerce & Management department has requested the IQAC to implement the ICT Aids and lesson recording system in the Business Lab.
2. The requirement of the same has been discussed with IQAC members and the necessity of the Projector, video recording camera and audio system was established.

Action Taken:

1 IQAC formally requested the Management and Principal to install a Projector, video recording camera, audio and computer to implement ICT teaching Methodology in the Business lab. The Management has approved the same and Business lab is operational with ICT teaching Aid.

Chairperson: Mr. Devendra Kumar Pathak.

Members (Senior Faculties of MNDC):

- 1) Mr. Mr. Ananda
- 2) Mr. Narasimha B Kale
- 3) Mrs. Chitira Devi
- 4) Mrs. Sowbhagyawadi

NAAC Coordinator:
Mrs. N. Kathyayini

Minutes of IQAC Meeting

Meeting 4:- Aug 12th, 2020

AY: 2019-2020

Agenda: To get additional rooms for BBA and BCA students to conduct classes.

1. The HOD of Commerce & Management department has requested the IQAC to allot the Classrooms for BCA & BBA students.
2. The requirement for the same has been discussed with IQAC members and confirmed the necessity of the new rooms.

Action Taken:

IQAC formally requested the Management and Principal to provide the Classrooms
2 Management has agreed for the same and confirmed that the Class rooms will be operational in next 3 months.

Agenda 2: precaution measure for pandemic covid-19 in college campus

Precautionary measure was discussed for covid-19. Necessary precautionary steps for thermal screening, sanitization, and face mask were discussed

Action taken thermal screening kit, sanitization stand liquid and other required items

Agenda 3 arrangement offline revision classes, offline examination for final year students were discussed.

Chairperson: Mr. Devendra Kumar Pathak.

Members (Senior Faculties of MNDC)

- 1) Mr. Ananda
- 2) Mr. Narasimha B Kale
- 3) Mrs. Chitira Devi
- 4) Mrs. Sowbhagyawadi

NAAC Coordinator:

Mrs. N Kathyayinin