



H. K. E. Society's  
**M. S. Irani Degree College of Arts, Science & Commerce**  
KALABURAGI

**NOTICE**  
**First Meeting of IQAC**



All the members of Internal Quality Assurance Cell (IQAC) are hereby inform that, a meeting of the IQAC is scheduled on 15<sup>th</sup> June 2018 at 1.00pm in IQAC Room. All the respected members are requested to attend the meeting to discuss the following items;

**Agenda:**

1. Confirm and read the minutes of the proceedings of last meeting.
2. To discuss Calendar of Events of the academic year 2018-19.
3. To discuss about New modified NAAC guidelines and Standard Operating Procedure (SOP).
4. Plan to prepare Proposal for organize National / State Seminar & Conference etc..
5. Formats of Feedback mechanism and Students Satisfaction Survey (SSS).
6. Any other issue with the permission of chair.

**NAAC, Coordinator**

**Co-ordinator**  
**NAAC Steering Committee**  
HKES's M.S.I. Degree College  
KALABURAGI-585102

**IQAC, Coordinator**

**COORDINATOR**  
**IQAC**  
H.K.E.S's M.S.I. Degree College  
KALABURAGI-585102

**Principal**

**PRINCIPAL**  
**M.S.I. DEGREE COLLEGE**  
**GULBARGA.**



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**(Re-Accredited by NAAC with 'B' Grade 2<sup>nd</sup> Cycle)**

**Internal Quality Assurance Cell (IQAC)**



**Internal Quality Assurance Cell (IQAC)**

**Academic Year 2018-19 (First Meeting)**

The IQAC meeting was conducted under the chairmanship of Principal Prof. Shivraj Gadipatil on 15<sup>th</sup> June, 2018. The meeting started with welcoming all the members by IQAC Coordinator.

**Minutes of Meeting**

**Agenda 1. : Confirm and read the minutes of the proceedings of last meeting.**

**Resolution :** The minutes of previous meeting it was resolved unanimously.

**Agenda 2. : To discuss Calendar of Events of the academic year 2018-19.**

**Resolution :** In order to execute proper activities in due time the detailed calendar of events which was prepared, discussed and changes were made. The IQAC coordinator was informed to host the finalized calendar of events on the college website.

**Agenda 3. : To discuss about New modified NAAC guidelines and Standard Operating Procedure (SOP).**

**Resolution :** Changes made in Revised Accreditation Frame work of NAAC was explained by the IQAC coordinator to all the members. The members of the committee suggested to upgrade Digital Academic and Administrative work.

**Agenda 4. : Plan to prepare Proposal for organize National / State Seminar & Conference etc..**

**Resolution** : It was decided to prepare and inform all the Heads of the Departments to send the proposal for Organizing the National / State Seminar / Conference in collaboration with other organization.

**Agenda 5. : Formats of Feedback mechanism and Students Satisfaction Survey (SSS).**

**Resolution** : 1. As per the New guidelines of NAAC it was decided to take feedback not only from students but also from faculty, alumni and employer. For this the prepared formats were modified and approved.

2. The Students Satisfaction Survey (SSS) questions provided by NAAC were approved and slight modification were made. This year it is decided to have the SSS in Manual form and in future it is planned to have it on Online.

**Agenda 6. : Any other issue with the permission of chair.**


**Resolution** : Committee members discussed and finalized the following issues with prior permission of chair.

- Teachers must be motivated to participate in Research and Extension activities to enhance the quality of Teaching and Learning.
- All the members of Teaching Faculty should be informed to make use of ICT.

The meeting ended with Vote of Thanks by College IQAC Coordinator.



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NOTICE  
Second Meeting of IQAC



All the members of Internal Quality Assurance Cell (IQAC) are hereby inform that, a meeting of the IQAC is scheduled on 16<sup>th</sup> August 2018 at 1.00pm in IQAC Room. All the respected members are requested to attend the meeting to discuss the following items;

**Agenda:**

1. Confirm and read the minutes of the proceedings of last meeting.
2. Plan to organize one day workshop on NAAC/IQAC.
3. Plan to organize inauguration of student union and other committees.
4. Plan to conduct 2<sup>nd</sup> Internal examination.
5. Plan to submit proposal of Two days National Level Conference sponsored by NAAC.
6. Any other issue with the permission of chair.

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**Internal Quality Assurance Cell (IQAC)**



**Internal Quality Assurance Cell (IQAC)**

**Academic Year 2018-19 (Second Meeting)**

The IQAC meeting was conducted under the chairmanship of Principal Dr. C. S. Patil on 16<sup>th</sup> August 2018. The meeting started with welcoming all the members by IQAC Coordinator.

**Minutes of Meeting**

**Agenda 1. : Confirm and read the minutes of the proceedings of last meeting.**

**Resolution : The minutes of previous meeting it was resolved unanimously.**

**Agenda 2. : Plan to organize one day workshop on NAAC/IQAC.**

**Resolution : As per the plan of workshop College IQAC conducted one day self funded workshop on "New Modalities of IQAC/NAAC on 8<sup>th</sup> September 2018.**

**Agenda 3. : Plan to organize inauguration of student union and other committees.**

**Resolution : Student union and other committees inaugural function organized on 5<sup>th</sup> October 2018.**

**Agenda 4. : Plan to conduct 2<sup>nd</sup> Internal examination.**

**Resolution : Conducted 2<sup>nd</sup> Internal examination as per the calendar of events of Gulbarga University, Kalaburagi.**

**Agenda 5. : Plan to submit proposal of Two days National Level Conference sponsored by NAAC.**

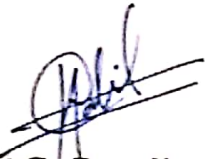
**Resolution : After receiving the sanction of Two Days National Level Conference by NAAC we conducted "New Dimensions and Application of NAAC/IQAC" on 26<sup>th</sup> & 27<sup>th</sup> December 2018.**

**Agenda 6. : Any other issue with the permission of chair.**

**Resolution : Committee members discussed and finalized the following issues with prior permission of chair.**

- Teachers must be motivated to participate in Research and Extension activities to enhance the quality of Teaching and Learning.
- All the members of Teaching Faculty should be informed to make use of ICT.

The meeting ended with Vote of Thanks by College IQAC Coordinator.



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**NOTICE**  
**Third Meeting of IQAC**

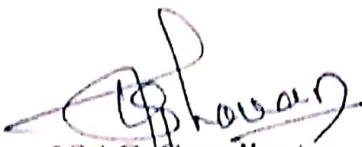



All the members of Internal Quality Assurance Cell (IQAC) are hereby inform that, a meeting of the IQAC is scheduled on 27<sup>th</sup> December 2018 at 1.00pm in IQAC Room. All the respected members are requested to attend the meeting to discuss the following items;

**Agenda:**

1. To confirm the minutes and action taken report of last meeting
2. Create awareness of clean and green campus, and to conduct green audit of the campus.
3. Plan for placements of students.
4. Constitute the committees for the effective functioning of different activities.
5. Update the website of the college
6. Any other issue with the permission of chair.

  
**NAAC, Coordinator**  
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**Internal Quality Assurance Cell (IQAC)**



Internal Quality Assurance Cell (IQAC)

Academic Year 2018-19 (Third Meeting)

The IQAC meeting was conducted under the chairmanship of Principal Dr. C. S. Patil on 27<sup>th</sup> December 2018. The meeting started with welcoming all the members by IQAC Coordinator.

**Minutes of Meeting**

**Agenda:** To confirm the minutes and action taken report of last meeting

**Resolution:** The minutes and action taken report of last meeting were discussed and confirmed

**Agenda:** Create awareness of clean and green campus, and to conduct green audit of the campus.

**Resolution:** It was discussed and finalized that,

- Awareness of clean and green campus among the teacher and students must be created through various activities like water harvesting, tree plantation, on the college campus.

**Agenda:** Plan for placements of students.

**Resolution:** The Committee members discussed on organization of the campus for the placement of students in various companies.

**Agenda:** Constitute the committees for the effective functioning of different activities.

**Resolution:** It was discussed and finalized the members of different activities and their role for proper functioning

**Agenda:** Update the website of the college




**Resolution:** Committee members suggested upgrading the existing website. Accordingly it was decided and finalized the website of the college be designed.


**Agenda:** Any other issue with the permission of chair.

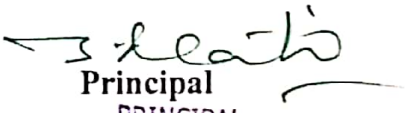
**Resolution:** Committee members discussed and finalized the following issues with prior permission of chair

- It is decided that maximum teachers have to write-up their Self Appraisal 2018-19.
- Teachers must be motivated to participate in research and extension activities to enhance the quality of teaching and learning.
- Encouraged to carry out major and minor projects.

The meeting ended with Vote of Thanks by College IQAC Coordinator.

  
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NOTICE


Fourth Meeting of IQAC

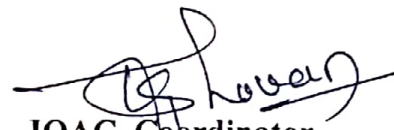



All the members of Internal Quality Assurance Cell (IQAC) are hereby inform that, a meeting of the IQAC is scheduled on 28<sup>th</sup> March 2019 at 1.00pm in IQAC Room. All the respected members are requested to attend the meeting to discuss the following items;

**Agenda:**

1. To confirm the minutes and action taken report of last meeting
2. Plan to prepare online AQAR.
3. Plan criterion wise distribution of the work.
4. To plan up-gradation of ICT tools.
5. To plan Gender audit, Green Audit and Energy audit of college campus.
6. Any other issue with the permission of chair.

  
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Internal Quality Assurance Cell (IQAC)



Internal Quality Assurance Cell (IQAC)

Academic Year 2018-19 (Fourth Meeting)

The IQAC meeting was conducted under the chairmanship of Principal Dr. S. A. Patil on 28<sup>th</sup> March 2019. The meeting started with welcoming all the members by IQAC Coordinator.

Minutes of Meeting

**Agenda 1:** To confirm the minutes and action taken report of last meeting

**Resolution:** The minutes and action taken report of last meeting were discussed and confirmed

**Agenda 2:** Plan to prepare online AQAR.

**Resolution:** It was resolved and finalized that according to the new guidelines provided on UGC website the online AQAR format information be prepared.

**Agenda 3:** Plan criterion wise distribution of the work.

**Resolution:** Committee members discussed and finalized that the work of collection of data for AQAR be distributed among the faculty members for effective preparation

**Agenda 4:** To plan up-gradation of ICT tools.

**Resolution:** It was discussed and finalized that for up-gradation of ICT tools, the sufficient number of computers, LCD projectors and smart boards be purchased

**Agenda 5:** To plan Gender audit, Green Audit and Energy audit of college campus.

**Resolution:** It was unanimously discussed and resolved that as per guidelines the gender audit, green audit and energy audit be prepared.

**Agenda 6:** Any other issue with the permission of chair.

**Resolution:** With the prior permission of chair following issues were discussed and finalized.

- ICT based Teaching Learning Process be enhance
- Co-curricular programmes.
- Subject wise feedback of student strength be taken

The meeting ended with Vote of Thanks by College IQAC Coordinator.



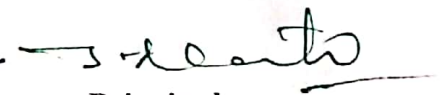
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