

2/1/2022

Meeting of IQAC.

Agenda:

- ① Distribution of internal assessment marks for I year students (NEP)

I Theory:

Test 1 — 10 Marks

Test 2 / Assignment — 10 Marks.

Assignment II — 10 Marks.


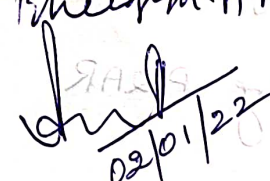
Attendance — 10 Marks.

Minutes:— After a long discussion, the following conclusions were arrived at:—

- a) If the BDS of a subject specifies the pattern of awarding IA marks, then that pattern will be followed.
- b) If there are no guidelines provided by the BDS, then the IA marks will be given as follows for the I sem students
Test — 10 marks ; Assignment I — 10 marks ;
Assignment II — 10 marks ; Attendance — 10 marks
- c) It was agreed that this pattern ~~is~~ will be followed for this semester..

Reasoning.

Members attended

1. Dr. D. Usha Rani D. Usha Rani 02/01/2022
2. Dr. Veena Nagaraj Veena Nagaraj 02/01/2022
3. Poornima. S. Poornima.
4. Dr. Manu. S. 
5. A.N. Bhagya A.N. Bhagya
6. Aneetha Srikumar  02/01/22
7. Mamta Ramesh.

It was decided that the schedule will be sent to the Contaminator to provide information as follows:

- Cont I - 12-01-2022
- Cont II - 13-01-2022
- Cont III - 14-01-2022
- Cont IV - 15-01-2022
- Cont V - 16-01-2022
- Cont VI - 17-01-2022
- Cont VII - 18-01-2022
- Cont VIII - 19-01-2022
- Cont IX - 20-01-2022

7/1/2022

Meeting

Agenda:

1. Preparedness of the depts; for the NAAC
2. uploading for NIRF
3. Preparing AQAR
4. AISHE Portal.

Minutes :-

- List of docs/files to be maintained should be sent in the Google group.
- NIRF → 14th Jan is the last date to apply.
- AQAR → Qualitative Metrics - should be answered by Criterion Heads.
- It was decided that the schedule will be sent to the Criterion teams to provide information as follows:-

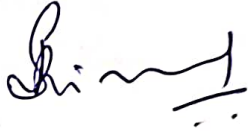
Cri I	-	12-01-2022
Cri II	-	13-01-2022
Cri III	-	14-01-2022
Cri IV	-	17-01-2022
Cri V	-	18-01-2022
Cri VI	-	19-01-2022
Cri VII	-	20-01-2022.

Resolving.

Javeria Tabassum of B Com & Nandini M of senior M.Sc were nominated as student representatives of IBAC

Members Attended:

1. Dr. Usha Rani.

2. Prof. Shamsiya Rizwana. 

3. Dr. Veena Nagaraj. 

4. Poonima.S



5. Dr. Manu.S.



2.2.2022.

SSR DVV.

Agenda: DVV clarifications sought by NAAC.

Criterion Convenors were given the questions on which the clarifications are sought.

Review meeting is scheduled on Saturday.
5/2/2022.

Members Attended:

1. Dr. D. Usharani D. Usharani
2. Prof. K M Raghavendran
3. Prof. Poonima. S P.
4. Dr. Veena Nagaraj V. Nagaraj
5. Vanitha. R V. R.
6. Dr. Asha C S A. C. S.
7. Dr. Mangushree Menon M. Menon
8. Mrs. Shanthi Toshi S. Toshi
9. Ms. Sindhu Bhairavi S. Bhairavi
10. Prof. Shilpi Sham Shilpi
11. Prof. Bhagya A N B. A. N.
12. Dr. Mann. S M. S.

5.2.2022

IQAC Meeting

Agenda: Review meeting on DVV-SSR

The meeting started with Prof. Boornima, IQAC coordinator welcoming the members of all 6 criteria and briefing the agenda of the meeting.

Criteria 1 :

No DVV

Criteria 2 :

2.1.1 - Include PG admissions also

for 2020-21 year.

2.1.2 - It was resolved to upload the admission documents of which is submitted to JDE and DC.

2.2.2 - The teaching staff list with required list of full time certified teachers shall be prepared, signed by HOI and uploaded.

For each program, rework on already uploaded document and upload it.

2.3.3 - A letter mentioning / clarifying that single mentor is allotted to 2 mentees groups/ sections, and hence clarifying the ratio claimed.

b) issues raised and resolved are attached. Attach this cover letter signed by HOI as first document & reload.

* Include M.Sc. (PG) & MA (Kan) mentor list also will be uploaded

2.4.1 → Match the numbers with extended profile 3.2.1.
a) Check if adding the consolidated teachers & deputed teachers will resolve the discrepancy - It is a possibility.

This question shall be resolved at the earliest in a separate meeting.

Rest of the questions of criterion 2 shall be addressed by the criteria head.

2.6.1 - 6th sem result awaited. Follow up & upit till last day.

Criteria 2 = Accept DVV input. (7.1.5) ~~(7.5.15)~~

Criteria 3 :-

3.1.1 - Make 2020-21 $\Rightarrow 0$ and accept DVV for rest of years; "As per Data Template, the ~~data~~ ^{support document} has been uploaded."
Remove the 2020-21 supporting documents and upload again.

3.1.2 - Translate Kannada letters to English for ~~Dr. Ramkrishnaiah~~, Dr. Lokeshwarappa; Dr. Highlight the research guide name in all letters. Retain 7 if Dr. Ramkrishnaiah gives letter else ~~set~~ claim 6.

~~67.~~

3.1.3 — DVV accepted.

- * Revised Data template as per departmentwise.
- * Same file to be uploaded.

3.3.2 — letter by HOI, ascertaining that the faculty belongs to MES and publication is with institution affiliation for all found in discrepancy. (5).

3.4.3 — a) (2019-20) \Rightarrow generate reports for the missing events.

b) (2016-17) \Rightarrow resolve date discrepancy & mention clearly.

c) (2020-21) \Rightarrow All reports ~~are~~ which are there, claim only these.

3.4.4 — DVV Accepted.

Criteria 4 1 —

4.1.3 — 16 rooms with LCD & LAN

13 " " " LAN.

4.4.1 — Revised expenditure to be put

for 2020-21 \Rightarrow 196k or so.

4.2.2 — (A) Any 4 or more

Criteria 5 : —

5.1.1 — Should be modified and uploaded.

5.1.2 — ~~29~~ Revised list to be uploaded for 29 (what we claimed).

5.1.5 — a) Links of sample copy of affidavits (uploaded on website).

b) National Anti-ragging Helpline board to be installed, clicked photo and upload.

Note : — ~~Assign~~ Include a police officer in Anti-ragging cell and a lawyer in Prevention of Sexual Harassment Cell.

5.2.2 — Retain what we claimed in SSR.

Note : — Addition of a provision for entering the college name for Higher Education in TC book or ~~some~~ other provision.

5.3.3 — Revise the list and update and upload.

5.4.2 — ~~letter from~~ DVV Accepted. ✓

Criteria 6 :-

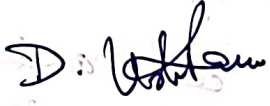
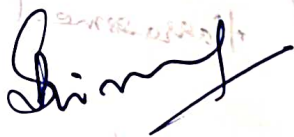

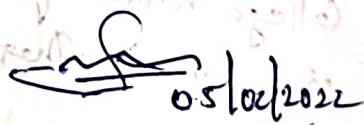
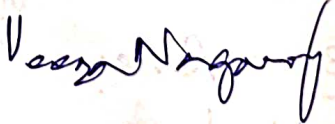
6.2.3 :- a) Make Policy document & reports of all years. b) Highlight the expenditure statement with appropriate heading. c) Claim 'A' and ~~of~~ reupload. e-gov.

6.3.2 - a) To get e-copies of reimbursement from the management office. b) Claim the number for which we get the reimbursement certificates.

6.3.3 - a) Rework on the document with titles etc. b) Explain absence of photos during pandemic year.

6.4.2. Retain our answers & explain/justify that donations are grants.

Members attended:

1. Dr. D. UshaRani 
2. Prof. Shamsiya Rizwana 
3. Prof. K.M. Raghavendran
4. Prof. Poornima. S. 
5. ~~Prof.~~ Dr. Manu S. 
05/02/2022
6. Dr. Veena Nagaraj 
7. Vanitha. R.
8. Dr. Asha. C. S.

9. Dr. Manjushree Menon.

10. Prof. Shilpi Dham

Sheet
5/2/22

11. Prof. Bhagya A.N.

Venue: ...
Members of NRT of ...

- 1. Dr. Ganesh ...
- 2. Dr. D. Usha ...
- 3. Prof. ...
- 4. Prof. K. M. ...
- 5. Dr. ...
- 6. Poornima ...
- 7. Prof. K. M. ... (writing member)
- 8. Arjun ...

Date - 08-02-2022

IBAC Meeting

Agenda - Submission of
data for NIRF

Members present :-

1. Dr. D. Usharani -
2. Prof. Shamsia Rizwana - Shimmi
3. Prof. K. M. Raghavendran -
4. Dr. Veena Nagaraj - ven
5. Prof. Pournima - S - Pournima
6. Dr. Manu S -
7. Prof. K. M. Raghavendran
(invited member) - K. Raghavendra

Date: 15.02.2022

IQAC Meeting

Agenda: Regarding DVV clarifications.

Venue: NAAC Room. Time: 3:30 PM.

Revised inputs that will be uploaded were discussed, Members present & approved.

1. Dr. Ganesh Bhatta
2. Dr. D. Usha Rani
3. Prof. K.M. Raghuveer
4. Shamsiya Rizwana
5. Dr. Veena Nagaraj
6. Poornima S.
7. Dr. Manu S.
8. Arjun

Date 16.02.2022

IAAC Meeting

Agenda: Uploading of DVV.

All the questions of DVV were attended & submission was done after detailed discussion.

Members present:

1. Dr. D. Usha Rani
2. Prof. Shamsiya Rizwana
3. Prof. K.M. Raghavendran
4. Dr. Veena Nagaraj
5. Prof. Poornima S.
6. Dr. Manu S.
7. Prof. Shilpi Dham.
8. Dr. P. Ramanjaneya.

Shilpi

Date 25.02.2022

IQAC Meeting.

Agenda: Discussion on DVV's findings

Members present:

1. Dr. D. Usha Rani.
2. Prof. Shamsiya Rizwana
3. Prof. K.M. Raghavendran.
4. Dr. Veena Nagaraj
5. Prof. Poornima. S.
6. Dr. Manu. S.

Minutes of the meeting:

- The responses given by HEI were accepted by DVV for all the questions in Extended profile.
- For 2.4.1, Dr. Usha Rani suggested to upload all the appointment letters of the staff members, later as its not asked members decided not to upload.

• For 3.1.4.1, suggestion ~~was~~ given to
relook in to the question.

• For 5.1.1.1 & 5.1.2.1, D.V.V. Comments that
we have not provided sufficient docs.

As we are not having sanctioned letters
for the scholarships of General merit
students, members decided not to raise
any query.

• For 5.2.2, need to upload ~~name~~
transfer certificate of all the outgoing
students.

limited of the meeting:
The responses given by IETI were accepted
by D.V.V. for all the questions in Extended

of the meeting, Dr. Uma Devi suggested to
upload all the appointment letters of the
staff members who are not called
back for the meeting.

Date : 28/3/2022
(Monday.)

Time : 3-3:45 PM

IQAC Meeting

Agenda : Hospitality ^{Committee} meeting with G B
Chairman, Dr. H. Shashidhar

The Committee convenor, Dr. Veena Nagaraj presented the detailed program for both the days of the Peer team visit. The requirements were also presented before the Chairman and G.B. The suggestions given by Chairman and Vice Principal were well taken.

Members present in the meeting :-

1. Dr. H. Shashidhar.
2. Dr. Usha Rani
3. Prof. Shamshirya Rijwena
4. Dr. Veena Nagaraj
5. Dr. Ganesh U.
6. Prof. Sujatha
7. Prof. H. S. Prakesh
8. Prof. Dharma Nayak
9. Prof. Anil G B
10. Prof. Rekha Satish.

Date : 28/3/2022

Time : 3:45 - 4:30 pm

IQAC Meeting

Agenda : Meetings of Reception, Ranger Rover and NCC committees with GB Chairman, Dr. H. Shashidhar.

All the three committees presented their proposals and discussed with Chairman.

Each item of the proposal was deliberated and details were chalked out.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Dr. Usha Rani
3. Prof. Shamsiya Rizwana
4. Dr. Veena Nagraj
5. Prof. Girija Ananth
6. Prof. Anetha Sri Kumar
7. Prof. Indu Y.
8. Prof. Vasavi S
9. Prof. Suresh Gopinath
10. Prof. Keerthi G P
11. Prof. Deepa Darshini P
- 12.

Date : 28/3/2022

Time : 4:30 - 5:15 pm

IQAC Meeting

Agenda : Meeting of Refreshment Committee
with G B Chairman, Dr. H. Shashidhar

The detailed memo for both the days of NAAC peer team visit was presented by the committee coordinator. The suggestions given by Chairman GB and other members were well taken.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Dr. D. Vsha Rani
3. Prof. Shamshuja Rizwana
4. Dr. Veena Nagaraj
5. Prof. Ramesh Babu
6. Prof. Poojnima
7. Prof. Sai Sudha C.
8. Prof. Bhagya AN
9. Dr. RV Sheela
10. Dr. Ganesh U
11. Dr. Ram krishnaiah
12. Prof. Sujatha (Biotech)
13. Prof. Lekha K
14. Dr. Ravi Kiran
15. Prof. Sushma K
16. Sh. Som shekhar Gowda
17. Prof. Sangeetha

Date : 29/8/2022

Time : 3-3:45 pm

IQAC Meeting

Agenda : Meeting of Technical Support and Documentation ~~team~~ committee with GB Chairman, Dr. H. Shashidhar.

The meeting ~~was~~ started with introducing the members of committee followed by a detailed proposal for collection of documents, display of documents (during peer team visit), technical requirements for the preparation and technical support to be provided to the departments, office and ~~pr~~ Principal for PPT preparation. The PU office, Chemistry lab (PU) and Room No 10 were considered as possibilities for displaying the documents. The videography of the peer team visit shall be done.

Members Present in the meeting :-

1. Dr. H. Shashidhar
2. Prof. Shamshiya Rizwana
3. Dr. Veena Nagraj
4. Dr. Manu
5. Prof. Shilpi Dham
6. Prof. Sajni G
7. Prof. Asjun
8. Dr. Ashfaq.
9. Dr. Asha

Date : 29/3/2022

Time : 3:45 - 4:30 pm

IQAC Meeting

Agenda : Cultural committee meeting with
GB Chairman, Dr. H. Shashidhar.

The proposal was presented in the meeting.

The following suggestions were made :-

- a) Restrict the programme to one hour duration.
- b) Prepare catalogue of the programme.
- c) Rehearse well.
- d) Tribute to the legend Keta Mangeshkar.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Prof. Shamshiya Rizwana
3. Dr. Vecna Nagaraj
4. Dr. Yeshwanth CK
5. Prof. Bhagya
6. Prof. Shruthi Teshi
7. Prof. Jyothsana
8. Prof. Sindhu Bhairavi
9. Dr. Asmita Behera
10. Prof. Nithyashree
11. Prof. Vaishnavi (Psychology)

Date : 29/3/2022

Time : 4:30 - 5:15 pm

IQAC Meeting

Agenda : Infrastructure committee meeting
with GB Chairman, Dr. H. Shashidhar

The detailed proposal for infrastructural improvements of all the departments was presented. The office, common places like corridors, staircase, washrooms etc are also in required to be decorated with proper name boards. The Covid Appropriate Behaviour sign boards are also to be put up at strategic points.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Prof. Shamshiya Rizwana
3. Dr. Veena Nagaraj
4. Dr. Ramanjaneya P
5. Dr. Manjushree Menon
6. Sri Krishna Rao
- 7.

Date : 30/3/2022

Time : 3 - 3:45 pm

IQAC Meeting

Agenda : Alumni Interaction Committee

meeting with GB Chairman, Dr. H. Shashidhar
The new IQAC coordinator, Prof. Shilpi Dham was given letter by GB Chairman
The proposal was presented by The committee
coordinator, in detail. The suggestions made were as
follows :-

- a) Contact Alumni from all courses and streams.
- b) Briefing sessions to be conducted for short listed alumni
- c) Formal invitations will be sent to all short listed alumni once the Peer Team ^{visit} date is finalized.
- d) A token of appreciation / gratitude shall be presented to them on the interaction day and a thank you email later.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Dr. D Usharani
3. Prof. Shemshija Rizwana
4. Dr. Veena Nagaraj
5. Prof. Shilpi Dham
6. Prof. Chandrima Dutta
7. Prof. Habeeb Sayed
8. Prof. Anitha K
9. Prof. Rekha Nayak

10. Prof. Pankaj Chaudhary

11. Dr. Yeshwanth CK

12. Prof. Lalithya

13. Prof. Aishwarya

14. Prof. Tejaswini

15. Prof. Mamta Lamesh

Date : 30/3/2022

Time : 3:45 - 8:45:30 pm

IQAC Meeting

Agenda : Parent-Teacher Interaction Committee meeting with Dr. H. Shashidhar.

The proposal was presented by the committee coordinator, Prof. Anupama. The following suggestions were made :-

- a) Try to involve parents of beneficiary students.
- b) Conduct 2 briefing sessions with the parents.
- c) Identify parents who can share pleasant experiences.
- d) Formal invitation to be sent to short listed parents ~~for the~~ once the Peer Team visit date is finalized.

Members present in the meeting :-

1. Dr. H. Shashidhar
2. Dr. D Usha Rani
3. Prof. Shamshija Rizwana
4. Dr. Veena Nageraj
5. Prof. Anupama
6. Prof. Ashwini Vks
7. Prof. Pankaj Kumar
8. Prof. Deepa Darshini
9. Prof. Maheshwari
10. Prof. Mukunda AS.

Date : 30/3/2022

Time : 4:30 - 5:15 pm

IQAC Meeting

Agenda : Student-Teacher Interaction Committee

meeting with GB Chairman, Dr. H. Shashidhar

The proposal was presented by the committee coordinator, Prof. Vanitha R. The following suggestions were made :-

- a) Achievers in various fields like academics, sports, music, art & culture; scholarship holders; student council members, IQAC representatives; remedial class beneficiaries should be included
- b) Orientation / briefing session to be conducted for the students.
- c) Frame some likely questions and ask them to answer.
- d) Pandemic related questions to be thought.

Members presents in the meeting :-

1. Dr. H. Shashidhar
2. Dr. D. Usharani
3. Prof. Shamsuliza Rizwana
4. Dr. Veena Nagaraj
5. Prof. Vanitha R
6. Prof. Vamsi
7. Prof. Sai Sudha C
8. Dr. Sushma Jakati
9. Prof. Smitha G
10. Prof. Shilpa KP
11. Prof. Kuchboo
12. Prof. Parthra C
13. Prof. Swapna Sangeetha
14. Dr. Ashwini Banu

Date : 19 April 2022

Time : 7:30 pm

IQAC Meeting.

Agenda : To Meet the IQAC faculty members.

Members Present :-

1. Prof. Shilpi Dham
2. Dr. Manu S.
3. Prof. Poornima S.
4. Prof. Durgadevi Sridhar
5. Prof. Indu Y.
6. Prof. Shilpa K.P.
7. Prof. Rekha Nayak
8. Prof. Mamtha Ramesh
9. Prof. Chandrima Dutta
10. Prof. Bhagya Kumar

Prof. Shilpi Dham, who took over as IQAC coordinator convened the meeting to meet the IQAC members. She welcomed the members and discussed the following issues :-

1. Submission of AQAR for academic year 2020-21.
2. Extended RSR to be made ready by May end.
3. Collection of documents from all criteria pertaining to CSR as well as AQAR.
4. Timelines for PPTs for Departments for NAAC Peer Team Visit.
5. Mock Peer Team Visit. plan.

Dr. Manu & Prof. Shilpi seek cooperation from all members of IQAC to conduct all the above said activities smoothly.

She thank all the members for attending the meeting and giving their suggestions.

The meeting was conducted in online mode as the faculty ~~are~~ were attending to the Valuation work for Bangalore City University.

Date: 10 May 2022

Time: 11:30 am
12:45 pm

IQAC Meeting

Agenda: Power Point Presentations by
Departments of Computer Science,
Physics, Electronics, Botany and
Zoology.

Members Present:

1. Prof. Sheela Menon — Sheela Menon
2. Prof. K.M. Raghavendran — K.M. Raghavendran
3. Dr. D. Usharani — D. Usharani
4. Dr. Veena Nagaraj — Veena Nagaraj
5. Prof. Shilpi Dham — Shilpi Dham
6. Dr. Anha C. S. — Anha C. S.
7. C. Sai Sudha — C. Sai Sudha
8. Anupama S — Anupama S.
9. Lakshmi S — Lakshmi S.
10. Anitta.K — Anitta.K
11. Charumathi Sridharan — Charumathi Sridharan
12. Vamsi B.K — Vamsi B.K
13. Kamalashri.N — Kamalashri.N
14. S. RAJESWARI — S. Rajeswari
15. Gijiya Ananth — Gijiya Ananth
16. Dr. Mohammed Ashfaq — Dr. Mohammed Ashfaq
17. M. Manoj — M. Manoj

S. Raja 10/5/2022

GA
Ashfaq

18. H. S. Prakash
19. Syed Haseebullah
20. ~~Dr. S. S. S. S. S. S.~~
21. Raveendra Nalakar
22. M. Sujatha
23. Aishwarya Shenay
24. ARUN KUMAR N
25. Nazami S
26. Ashwini Uts K
27. Vanitha R
28. PRAKASH. O. N.
29. Arjun. C. M
30. Durgakala
31. Rekha Nayak
32. Dr. Asmita Behera
33. Dr. Asheem Banu Singh
34. Dr. S. DEVI THANGAM
35. Anil. G. B
36. Arjanesh
37. Sujatha. M

- Ujjuj
- Sh
- Sh
- Ratana
- Sujatha M
- Aishwarya S
- Arun N
- Sh
- Ashwini
- Vanitha R
- Prakash
- Arjun
- Durgakala
- Rekha
- Dr. Asmita
- Dr. Asheem
- Dr. S. Devi
- Anil
- Arjanesh
- Sujatha M

Prof. Shilpi Dham, IQAC coordinator welcomed the Director Academics (HEI) Prof. Sheela Menon and CE, Prof. K.M. Raghavendran, Principal, Dr. D. Usharani and other NAAC coordinator, Dr. Vecna Nagraji and other colleagues. The HOD of Department of Computer Science Prof. Durgakala Sridhar presented the

Departmental PPT. and Next presentation was made by HOD, Department of Physics, Prof. Rajeshwari S. The last presentation for the day was by HOD, Department of Electronics, Prof. Madhumathi. The other two departments scheduled for the day shall be doing the presentation on Wednesday 11 May 2022.

The following suggestions were made by the management representatives:-

1. Keep the presentation in tune with SSR.
2. Maintain a good flow of thoughts in the presentation.
3. Follow one rhythm in the content, either yearwise or criteria wise or activity wise.
4. Highlight select the few items and no need to give complete list.
5. Read ahead must be precise and specific, not generic.
6. ICT must be highlighted.

Date : 11 May 2022

Time : 10:30^{am} - 1:30^{pm}

IAAC Meeting

Agenda : Departmental Power Point Presentations.

Members Present :-

1. Prof. Sheela Menon Sheela Menon
2. Prof. K. M. Raghavendran K. M. Raghavendran
3. Dr. D. Usharani
4. Prof. Shilpi Shyam
5. ~~Dr. Manu S.~~
6. Shilpi Shyam
7. Tejaswini. N
8. Aishwarya Shenoy Aishwarya Shenoy
9. Poornima. S.
10. Dr. Ashwini Boru Sangh Poornima. S.
11. Dr. S. Devi Thanjam A. B. Sangh
12. Dr. Ganesh. U Dr. Ganesh. U
13. Anil. G. B. Anil
14. Dr. Sushama. V. Jalakoti Sushama. V. Jalakoti
15. Supra Sangeetha. P Supra
16. Ravendera N. Lakkar Ravendera
17. Arjun. C. M. Arjun
18. Rekha Satish Rekha Satish
19. Dr. Veena Nagreja Dr. Veena
20. V. S. RAMESH BABU V. S. Ramesh Babu

- | | |
|------------------------|------------------|
| 21. Devika Rani | <u>D.Rani</u> |
| 22. Khunborjorpa | <u>K.</u> |
| 23. Sujatha M (BA) | <u>Sujatha M</u> |
| 24. Rekha Nayak. U. | <u>R.</u> |
| 25. ARUN KUMAR N | <u>Arun N</u> |
| 26. Vasavi. S | <u>V.</u> |
| 27. Bhagya. A.W. | <u>B.</u> |
| 28. Lokesh H.K | <u>L.</u> |
| 29. Rajesh K | <u>R.</u> |
| 30. Indu. Y. | <u>I.</u> |
| 31. Shrutika Joshi | <u>S.</u> |
| 32. Sonu Sridhar S. S. | <u>S.</u> |
| 33. Debi Sankar S. S. | <u>D.</u> |
| 34. Sneha Sarathy | <u>S.</u> |
| 35. Gitya Ananth | <u>G.</u> |

Prof. Shujji Dham, IQAC Coordinator welcomed the Director Academics (HEI), Prof. Sheela Menon and CE, Prof. K.M. Raghavendran, Principal, Dr. D. Usharani and NAAC Coordinator, Dr. Veena Nayak and other colleagues. The HOD, Department of Botany, Prof. Vasavi presented the departmental PPT. Secondly, Dr. Ganesh U, HOD, Department of Zoology made the presentation. Thirdly, Prof. Sujatha M, HOD,

Department of Biotechnology gave the presentation. Next presentation was made by Prof. Poojima from Department of Mathematics (UG). Prof. Rajesh, HOD, Department of Political Science made the next presentation. The last presentation of the day was by Prof. Girija Ananth, HOD, Department of Commerce. In all six presentations were made. The following suggestions were made by the management representatives

1. Try to depict the action taken after the analysis of result, for a particular year.
2. Events or practices which are happening since long time, show the enhancement over the years.
3. While presenting, please use formal language.
4. For papers presented, follow a tabular format depicting only numbers. The details are not required.
5. Be prepared with ground work for the future plans mentioned.
6. Student achievements can include activities like inter college fest/competitions; paper presentation; other courses etc.

Date: 12 May 2022

Time: 10:30 am - 1:30 pm

IQAC Meeting

Agenda: Departmental Power Point Presentations

Members present: -

1. Prof. Sheela Menon Sheela Menon
2. Prof. K. M. Raghavendran
3. Dr. D. Usharani D. Usharani
4. Dr. Veena Nagesh — on
5. Prof. Indu Y. Indu
6. Dr. Mohammed Ashfaq Ahmed → Ashfaq
7. Anupama S A
8. Varitha R Varitha R
9. Savesh G Savesh G
11. Dr. Ramsijayya P Dr. Ramsijayya P
12. Anitha K. Anitha K.
13. Dr. Manjushree Menon Manjushree Menon
14. Dept of B.E.D. S. S. Dept
15. Rekha Nayak H. Rekha
16. Poornima S. Poornima S.

Depts

1. Dept. of Journalism
2. Dept. of Economics
3. Dept. of Statistics
4. Dept. of History

Suggestions for the improvement in the PPT's has been suggested by the Director Academics Sheila Menon, Principal Dr. Usha Sani, NAAC Co-ordinator Dr. Venu Nagraj, towards incorporate the suggestions given by them for the final presentation. → The inputs suggested were well received and recorded by the respective departments.

[Faint handwritten notes and signatures in the background, including names like 'Dr. Venu Nagraj', 'Dr. Usha Sani', and 'Sheila Menon'. There are also some illegible scribbles and lines.]

Date : 13 May 2022

Time : 11:00 am
to
1:30 pm

IQAC Meeting

Agenda : Departmental Presentations.

Members Present : -

1. Prof. Sheila Menon

Sheila Menon

2. Prof. K.M. Raghavendran

3. Dr. D. Usherani

D. Usherani

4. Dr. Veena Nagesh

Veena

5. Prof. Shulpi Dham

Shulpi

6. Prof. Anitha K

Anupama S

7. Anupama S

Sangeetha R

8. Sangeetha R

9. Vantha R

Vantha R

10. Vaishnavi V

Anneetha Srikumar

11. Anneetha Srikumar

Charumathi Seidharan

12. Charumathi Seidharan

Keerthi C

13. Keerthi C

14. Dr. Ramayyengar P

P. I. J. J.

15. Lokesha. H.K

A.N. BHAVIA

16. A.N. BHAVIA

17. Dr. D. D. D. D. D. D.

Rekha Nayak. U.

18. Dr. D. D. D. D. D. D.

19. Rekha Nayak. U.

Dr. D. D. D. D. D. D.

Dr. D. D. D. D. D. D.

18) Divya J

19. DR. R.V. SHEELA

~~Divya J~~

R.V. Sheela

Department of Sociology, English,
Hindi & Psychology presented their departmental
presentations. The suggestions made by the
management representatives were as follows :-

1. Reduce the flowing content. Make it
in phrases.
2. Portray college and management together
by mentioning the help extended by
management for any departmental
activity.
3. Be truthful and confident ~~and~~ while
presenting. It need not be defensive,
or apologetic or over boastful.

Dr. Manjushree Menon presented in Hindi
which was welcomed by everyone. Her
presentation was also very much appreciated
and applauded.

Date: 16 May 2022

Time: 11:00 am

IQAC Meeting

Agenda: Departmental PPT Presentations

Members Present:-

1. Prof. K.M. Raghuvendran
2. Prof. Sheila Menon
3. Dr. Usharani D
4. Dr. Ramarjaneya
5. Prof. Shamekha Rijwana
6. Prof. Sujatha
7. Prof. Shilpi Dham
8. Dr. Praveena
9. Prof. Chandrima
10. Prof. Vaishnavi
11. Prof. Chinna Devi
12. Dr. Veena Nagaraj
13. A.C. S.S. S.S.
14. Rekha Nayak U.

Shilpi

Shilpi

The Departments of Chemistry, Physical Education, Placement Cell and NSS.

Suggestions made by the Director Academic, CE and others were noted by all the departments. The following suggestions were made :-

- (i) Restrict the presentations strictly to 10 minutes.
- (ii) Give ^{to} Caption the pictures.
- (iii) Format of the presentation guidelines shall be shared.
- (iv) Follow tabular form of for presentations.

[Signature]
17/5/22

- IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date : 17 May 2022

Time : 10 am

IOAC Meeting

Agenda : Departmental PPT presentations.

Members present :-

1. Prof. K.M. Raghuvendran
2. Prof. Shamsiyya Rizwana
3. Dr. Achala Narasund
4. Dr. Veena Narasund
5. Lovelsha H.K
6. Prof. Rajeshwari Bhat
7. Dr. Anha C.S.
8. Dr. Ramakrishnaiah M.
9. Vanitha R
10. Sangeetha R
11. Anupama S
12. Bhagya A-N
13. Anitha K
14. Dr. D.D. D. D. D.
15. Rekha Nayak. U.
16. Sailpi Dhan











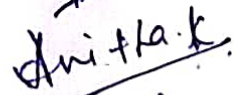


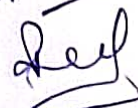


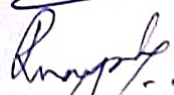














The Department of Sanskrit (UG), Kannada (UG),
Kannada (PG), Mathematics (PG) and Rangere
& Rovers and NCC made the departmental
presentations.

The following suggestions were made :-

1. As far as possible, follow tabular
format for most of the information.
2. Reword the sentences to project positivity.
3. Prepare well for answering the possible
questions.

~~Signature~~
18/5/22

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MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

~~Signature~~

~~Signature~~

~~Signature~~

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18/5/22

~~Signature~~

Dr. Anurag

Date : 18 May 2022

Time : 3:00 pm

Steering Committee Meeting.

Agenda : Preparedness for NAAC Peer Team
visit

Members Present :-

1. Dr. H. Shashidhar
2. Dr. Usharani D
3. Dr. Veena Nagaraj - VEN
4. Dr. Ganesh U. ganu
5. Prof. Shamsiya Rizwana - Shimmi
6. Prof. Ramesh Babu - Ramesh Babu
7. Prof. Shilpri Dham - Shilpri
8. Dr. Manu S. Manu S.
18/5/22
9. Dr. Anha C.S. AS

The steering committee discussed the aspects w.r.t. Peer Team Visit in detail. Some points to mention are -

1. ~~The~~ Detail plan of visit by peer team to all departments of institute.
2. Room No 10 is designated as Documentation room for NAAC Peer Team Visit.
3. The inclusion of more faculty in Documentation committee.
4. Rehearsals to be done for everything before hand.
5. Plan a mock visit.

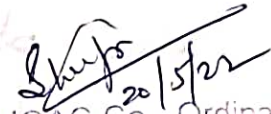
~~Shri~~
19/5/22

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Malleswaram, Bengaluru - 560 003.

~~19/5/22~~
IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

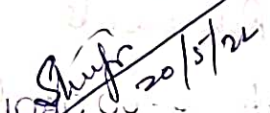
Date : 19 May 2022 at 11:00 am

IQAC conducted Orientation Program for the teachers/faculty members recruited after Jan 2016.


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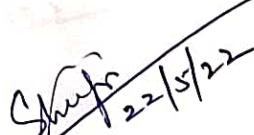
Date : 20 May 2022 at 02:30 pm and 3:30 pm

IQAC organized the meeting of MES management representatives with the Library, office and support staff of MESACS.


IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003

Date : 21 May 2022 at 11:30 am

IQAC organized the meeting of MES management representatives with the faculty of MESACS.


IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date : 21 May 2022

Time : 11:30 am

Agenda : Address by Management
Representatives.

Members Present :-

1. Dr. H. Sashidhar
2. Prof. K. M. Raghavendran K. Raghavendran
3. Smt. Sheela Menon Sheela Menon
4. Dr. D. Usha Rani -
5. Dr. Ramanjaneya P -
6. Dr. Veena Nagaraj - on
7. Smt. Shilpa B.P.
8. Smt. Poojnima. S. Poojnima.
9. Smt. M. Sujatha Sujatha M
10. Dr. R.V. SHEELA R.V. Shreela
11. Sujatha. M CAT Sujatha
12. R. Hemaprabha R. H. h
21/5/2022
13. Prof. Rajeshwari Bhat. K R. V.
21/05/22
14. Rekha Nayak. U.
15. Deepadarshini
16. Dr. Manjushree Meen Manjushree
17. Anantha Srikumar
18. Charumathi Sridharan Charumathi Sridharan
21/05/22

19. Vaishnavi. V
20. K. Lalitha.
21. Shrutika Joshi
22. Sindhu Bhairavi G.U.
23. Indu. Y.
24. GIRIJA ANANTH
25. SARVESH G
26. Sushma. k.
27. Swapna Sangeetha. P
28. C.N. CHINNA DEVI
29. G. SMITHA.
30. Kamalashri. N
31. Divya. J
32. Anagashri. k
33. Madhusri. M.J.
34. Pavithra. C
35. Nishitha. S
36. Pallavi. P
37. Meenakshi. G.M.
38. Dr. B. Praveena
39. Chandrama Dutta
40. S. RAJESHWARI
41. Maheshwari. N. kumar
42. Rajesh. S.
43. Dr. Vanishree Bm
44. Rella Satish
45. V. MADHUNATHI
46. VAMSHI. B. K

Vand

Indu. Y.

Shrutika Joshi

Sindhu

Indu. Y.

Giri

Sarvesh

Sushma

Swapna

C. N. Chinna Devi

G. Smitha

Kamalashri. N

Divya. J

Ana

Madhusri. M.J.

Pavithra. C

Nishitha. S

Pallavi. P

Meenakshi. G.M.

Dr. B. Praveena

Chandrama Dutta

S. Rajeswari

Maheshwari. N. kumar

Rajesh. S.

Dr. Vanishree Bm

Rella Satish

V. Madhunathi


Vand

21/5/2022

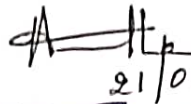
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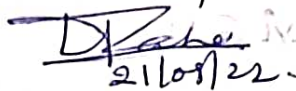
47) Dr. Manu . S

 21/5/2022

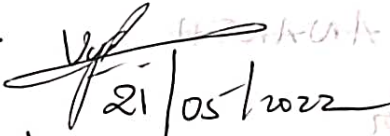
48) Anantha . H

 21/05/22

49) Derikalan

 21/05/22

50) Vyshmani V Rao

 21/05/2022

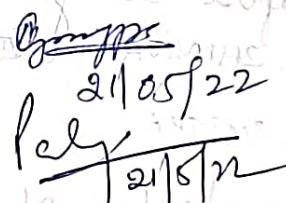
51) A. S. MURKUD.



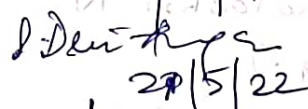
52) Manokarjunappa . G.

21/5/22

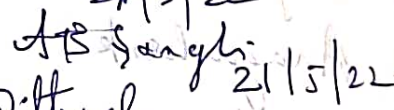
53) Pankaj Kumar Choudhary

 21/05/22

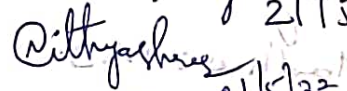
54) Dr. S. Devi Thangam

 21/5/22

55) Dr Ashwara Banu Sanghi

 21/5/22

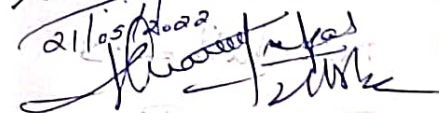
56) Nithya Shree N.

 21/5/22

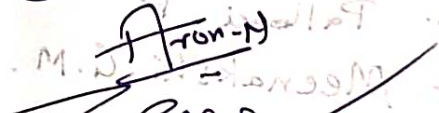
57) Anamaria . P

 21/5/22

58) Khushboo Tripathi

 21/05/2022

59) ARUN KUMAR N

 Arun-N

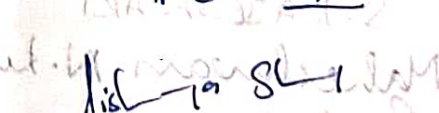
60) Dr. Preshwanti kumar
C.K.



61) Vasavi . S

 Vasavi

62) Dr. Anurita Behera

 Anurita

63) Aishwarya Shetty

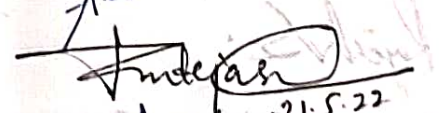
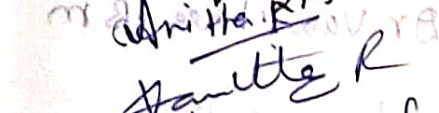
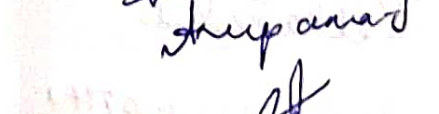
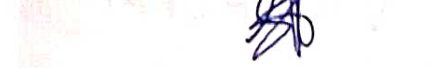
64) Tejaswini . N

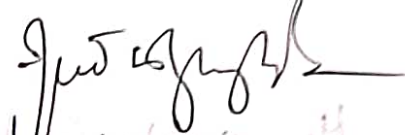
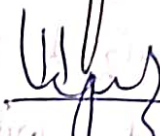
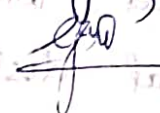
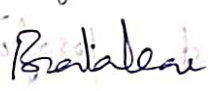
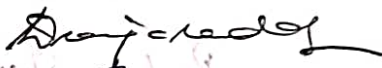

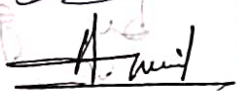



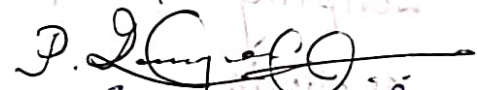
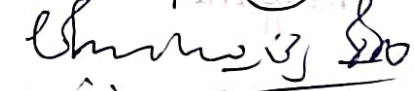

65) Anitha . K.

66) Vanitha R

67) Anupama . S

68) Sangeetha R

 Anitha . K. 21.5.22
 Vanitha R
 Anupama S


- | | |
|--------------------------------|--|
| 69) Syed Habeebulla |  |
| 70) HS Prakash |  |
| 71) Dr. Ganesh |  |
| 72) Ravendra Malabar |  |
| 73. Dudda Rajakrishna |  |
| 74. Dr. Lavitira A. Murdewadi. |  |
| 75. Anil G.B. |  |
| 76. Agyun. C.M |  |
| 77 V.S. RAMESH BABU |  |
| 78 Durgakali |  |
| 79. Dr. Ramanjaneya P. |  |
| 80. ಶಿಲ್ಪಿ ಶಾನ್ |  |
| 81. Shilpi Shan |  |

Prof. Shilpi Shan, NAAC coordinator, welcomed the management representatives - Dr. Shashidhar, Chairman, Governing Council, MESACS; Prof. K.M. Raghavendran, CE, MES and Prof. Sheela Menon, DA (HE) MESACS, along with Principal Dr. D. Usharani; Vice Principal; Dr. Ramanjaneya and other faculty members.

Prof. K.M. Raghavendran gave an overview of complete NAAC process from IQA submission to Peer team visit in campus. He elaborated the Day 0, 1 & 2 schedules.

He emphasized that faculty must be well versed with the SSR, and best practices, institutional distinctiveness, executive summary and extended profile.

Prof. Sheila Menon addressed the faculty by giving inputs on the Department presentations, common guidelines pertaining to presentations, no of slides, theme of presentation, scripting the presentation, SWOC and result analysis.

Dr. Shaehidhar insisted on having a dress code, follow a decorum in conversation with the PT members. He insisted on having a mock presentation of Principal & IQAC coordinator PPT.

Sheila
22/5/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
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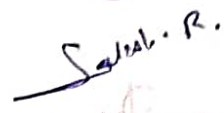
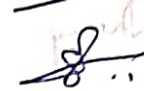

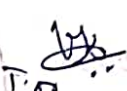

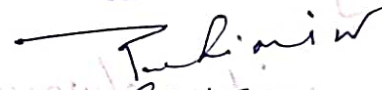
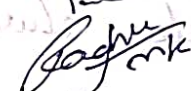

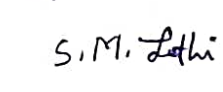
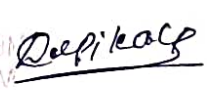

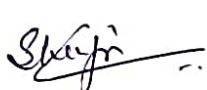
Date : 24. May 2022 Time : 3:00 pm

IQAC Meeting

Agenda : Address by management represented
to the Non-teaching staff.

Members Present :-

1. Prof. K.M. Raghvendra K.M. Raghvendra
2. Prof. Sheela Menon Sheela Menon
3. M.V. Krishna Rao M.V. Krishna Rao
4. Sushikarla B.H. Sushikarla B.H.
5. S.H. S.H.
6. Babu. P. Babu. P.
7. Somashanker Gowda I.L. Somashanker Gowda I.L.
- 8) G.V. Siva Kumar G.V. Siva Kumar
- 9) Prithi Kumar M.S. Prithi Kumar M.S.
- 10) Nagarajha. S. Nagarajha. S.
- 11) Anantha padmanabha. H.G. Anantha padmanabha. H.G.
- 12) MEGHARAJA. H. Megharaja. H.
- 13) Narada G.G. Narada G.G.
- 14) Chulhan. Chulhan.
- 15) Jayaraman Jayaraman
- 16) MANTI. R. MANTI. R.
- 17) UMESH. V. R. UMESH. V. R.

- 18) Raghav. M. 
- 19) R. Satish 
- 20) Shanthalakshmi R.R. 
- 21) V. Kamitha 
- 22) L. ARJUN MAHARAJA. 
- 23) Dousher. M-C 
- 24) PRUTHVI RAJ. N 
- 25) RAGHU. M. K 
- 26) SUDESH. C 
- 27) S.M. Leelavathi 
- 28) DEEPIKA. G.B 
- 29) B.S. Nagaraja 
- 30) Dr. D Usharani
- 31) Prof. Shilpi Dham 

The Chief Executive, Prof. K. M. Raghuvendran and Director Academics (Higher Education) Prof. Sheila Menon addressed the non-teaching staff of the MESACS for their preparedness for forthcoming NAAC Peer Team Visit. The following suggestions were given based on their visit to the MESACS office on 20 May '22:-

- a) Maintain the scholarship record yearwise.
- b) Update all records for administration and finance separately.

- c) Label everything neatly.
- d) Display office structure, work allotment sheet, Name board, work flow.
- e) Exclusively mention ICT enabled documents.
- f) Wear a smile always!!

[Signature]
25/5/2011

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

The Chief Executive, Prof. K.M. Rajan...
and Director Academic (Higher Education) Prof. ...
of the ...
staff of the ...
for ...
visit to the ...
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the ...


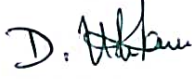






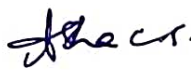

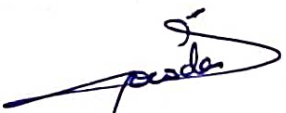
Date : 2 June 2022

Time : 12 noon

IOAC meeting
Steering Committee meeting

Agenda :- To discuss NAAC preparedness in certain aspects.

Members Present :-

1. Prof. Sheela Menon 
2. Dr. D. Usharani 
3. Dr. P. Ramanjaneya 
4. Prof. Shamshija Rizwana 
5. Dr. Veena Nagaraj 
6. Prof. Ramesh Babu 
7. Dr. Ganesh U. 
8. Dr. Manu S 
9. Dr. Asha CS 
10. Prof. Shilpi Dham 
11. Mr. Somshetkar Gowda 

Prof. Sheela Menon, Director Academics - Higher Education convened the steering committee meeting to discuss aspects with

respect to NAAC preparedness. She addressed the members of the committee and inquired about need for change in dates of the NAAC Peer Team visit. The following suggestions were made) -

1. The Peer Team visit dates shall not be changed.
2. In the light of PUC results being announced in the same week as PTV, the admission related preparation must be complete prior. Admission committee must be well versed with every aspect of pre-admission counselling.
3. Faculty must be informed about Mock PTV on Monday.
4. In Mock PTV, Principal & IQAC coord shall give the presentation.
5. Be thorough with Documentation. Involve more hands and if need be work on Saturdays & Sundays.
6. Utilize the CET dates for all preparation and if need be, let off classes.
7. NAAC is highest priority.

IQAC Co-Ordinator

MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date: 11 June 2022

Time: 3 pm

Agenda: Follow-up meeting post mock peer team visit towards NAAC PTV.

- a) Dept. PPTs, Principal's PPT, IQAC PPT time-lines.
- b) Rules - C & R, general benefits.
- c) Files preparation - abstract.

Members Present :-

1. Prof. K.M. Raghavendran Kanyavarur 11/6/22
2. Prof. Sheela Menon Sheela Menon
3. Prof. Shamsriya Rizwana Shamsriya
4. Dr. D. Usharani D. Usharani
5. Shilpi Dham Shilpi
6. Durgakala Sridhar Durgakala Sridhar
7. Dr. Manjushree Menon Manjushree Menon
8. Dr. R.V. SHEELA R.V. Sheela
9. Dr. Ramasri Shrinivasan Ramasri
10. Derika Rani Derika
11. Amrutha .H Amrutha
12. Swapna Sangeetha.P Swapna
13. Lakshmi BN Lakshmi BN

- 14. Rajeshwari . K A.L.B
- 15. Dr Asheera Banu Sanghi A-B Sangh
- 16. Nithya Shree . N Aithyashree
11/6/22
- 17. C.N. CHINNA DEVI A. Devi
- 18. RESHMA . K . R. Jay
- 19. M. Sijatha Sijathi . M
- 20. Dr. B. Praveena Praveena
- 21. Chandrima Dutta Ju
- 22. Vyshmani V Rao Vishu
- 23. Smitha G G. Umilt
- 24. Meghana CT. Meghana
- 25. Chethana S. Chethana S
- 26. Dr Sushara . V . Jakali Sushara . V . Jakali
- 27. Sanjeetha R S
- 28. Vaishnavi . V Vaish
- 29. K. Lalitha Lalitha
- 30. Charumathi Seidhasan Charumathi Seidhasan
- 31. Aneetha Srikumar Anu
- 32. Keerthi G. P Keerthi
- 33. P. Pallavi P
- 34. Jyothsna K.V Jy
- 35. Sindhu Bhairavi . G . U. Sindhu
- 36. Sajini G S
- 37. Lakshmi S Lakshmi S

- | | |
|-----------------------------|--------------|
| 38. Shilpa K P | |
| 39. Nischitha H | |
| 40. Poojitha C | |
| 41. P. Hemaprabha | |
| 42. Srijatha. M (BT) |
11/6/22 |
| 43. Bekha Nayak. U. | |
| 44. Deepa Dandaseeni. G. P. | |
| 45. Geetha Ananth | |
| 46. S. RAJESWARAI | |
| 47. V. MADHUMATHI |
11/5/22 |
| 48. Vamsi. B. K | |
| 49. Kamalashri. N | |
| 50. Vidyaashree B.S. | |
| 51. Sushma. K, | |
| 52. Sareeh C | |
| 53. C. sai sudha | |
| 54) Ashwini Ubs K | |
| 55) Nalini S | |
| 56) Aishwarya Shenay | |
| 57) Dr. Amrita Behera | |
| 58) Dr. Vanishree B.M. |
10/06/22 |
| 59) Tijaswini. N | |
| 60) Divya. J | |
| 61) Poonima. S. | |
| 62. DR. Anha C.S. | |
| 63. Anupama J | |
| 64. Varitha R | |

65) A. N. BHAGYA

[Signature]

66) Dr. Vaana Nagaraj

19/11

67) Lokesh. H.K

[Signature]

68) *[Signature]*

19/11

69) V.S. RAMESH BABU

19/11/22

70) H.S. Prakash

11/6/22

71) Syed Habeebulla Hussain

[Signature]

72) Dr. U-Ganesh

[Signature]

73) Anil Kumar

74) Dr. Ramanjogeyya P

[Signature]

75) Dr. Ganesh. u

[Signature]

76) Anil. G. B.

[Signature]

77) Arjun. C.M

[Signature]

78) ARUN KUMAR N

[Signature]

79) Raveendra Lalalalan

Ralalalan

80) Dr. Sheshwarth Kumar
C.K

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81) Dharmyaka. C.V.

[Signature]

82) Dr. Ravikiran A. Murdewadi

[Signature]

83) Dr. Manu. S

11/6/2022

84) Dr. Mohammed Ashfaq/Ahamed

[Signature]

85) Parkej Kumar Choudhary

[Signature]

86) A.S. MURKUD

[Signature]

MES College of Arts, Commerce & Science
Mallawar, Bengaluru - 560 003

[Signature]
12/6/22
IQAC Co-Ordinator
MES College of Arts, Commerce & Science
Mallawar, Bengaluru - 560 003

The meeting was convened by Prof. Shukla and Prof. K-M. Raghavendran. The meeting was called to discuss the observations of Mock Peer Team visit. The following points were put forward.

1. Lots of work to be done to complete the documentation in a presentable manner.
2. Be clear with numbers/dates/figures
3. Guidelines for dept PPT shall be shared.
4. Work on all sundays till PTV and Saturday full day.
5. CET exam days - 16 & 17 June, final presentation of dept PPTs. & Principal & IQAC ppt on 19 June
6. President will see IQAC & Principal PPT on 21/6/22.
7. Award of honour & cultural presentation on 29/6/22.
8. Abstract for department files & criteria files.
9. Use NAAC jargon
10. Policy documents shall be shared soon by CE B.K.

Shruti 12/6/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

IQAC Meeting

Date - 13-06-2022

Time - 12 noon

Venue - Conference hall

Agenda: a) The briefing on CGPA calculation,
b) the information on budget etc from management.
c) Re iterate the need to be familiar with SSR by all faculty members.

Members present :-

1. Smt. Sheela Menon

2. Dr. D. Usha Rani

3. S. RAJESWARI

S. Rajee
13/06/2022

4. Dr. Veena Nagaraj

5. V. Madhumathi

V. Madhumathi

6. Anantha Srikumar

An

7. Rishu Nayak. U.

8) Dr. Manjushree Menon

Manjushree

9) Chandrima Dutta

CD

10) Rajeshwari. K

R-K

11) M. Sujatha

Sujatha

12) Priyadharutti

PA

13) Nischitha. H

NH

14) Sarvesh A

Sarvesh

15. Sudha M (PT)
16. Sudha M (PT)
17. Shilpa KP
18. Dr. R. V. SHEELA
19. Dr. Asha C.S.
20. S. Rajesh
21. PRAKASH O.V.
22. Durgakala
23. Anupama S
24. A. N. BHANUJA
25. Sangeetha R
26. Narasini S
27. Indu J.
28. Shilpi Dham

The meeting was convened by Prof. Sheela Menon, Director Academics (HOD). She welcomed the IQAC members & HODs. She emphasized the need to strengthen the qualitative metrics and showcase the data where Q_{1m} & Q_{2m} are related / interconnected. She explained the scoring calculation.

method. The weighted score of all key indicators is added to get a cumulative score which is divided by max score to get CGP and then average of all CGP is CGPA.

* She made a serious remark mentioning the meetings must be attended by all without fail. If not able to attend, mention the reason & take permission.

* Claim the numbers as specified in the SSR after DVV clarifications.

* A common answer pertaining to ERP.

* Reformulate the course outcome wordings.

* She handed over the copies of some documents to criterion VI from management.

* Use Public address system.

* Use smart boards.

* Be familiar with ~~was~~ all the ~~are~~ metrics of SSR.

Shreya
14/6/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 006

Date : 1 July 2022

Time : 3:30 pm

IQAC Meeting

Agenda : Meeting convened by

Dr. H. Shashidhar, Chairman Governing Body for following discussions:-


1. Excellent performance in NAAC
2. Expenditures
3. Way forward
4. Admissions

Members Present :-

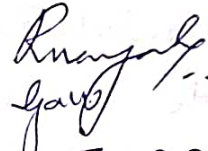
1. Dr. H. Shashidhar
2. ~~Dr.~~ Dr. Ganesh Bhatta
3. Prof. K. M. Raghavendran
4. Prof. Sheela Menon
5. Dr. Usharani
6. Shilpi Dhan
7. Dr. Manu. S
8. V.S. RAMESH BABU
9. Dr. Manjishree Menon
10. A.N. BHAIYA
11. Dr. Asha C. S.
12. Anupama S

13. Vanitha . R
14. Gija Ananth
15. Shilpa Kp
16. Nishitha .H
17. PRAKASHI. O.N.
18. Deepa Dharsini. G.P
19. Indu. Y.
20. Rekha Nayak. U.
21. Dr. Ganesh U
22. Dr. Yeshwanth Kumar C.K
23. Sushma. K
24. Poornima. S.
25. Dr. Veena Naziruf

Hanthy R

PA

 7/7/22
 EA

Jolusth


Ranjana






Poornima. S.

on

Proceedings of the meeting :-

1. Principal, Dr Usharani welcomed all the members and briefed about the entire NAAC procedure, right from the inclusion of faculty in criterion to the writing and submission of SSR, DVV clarification, preparation for the Mock Peer Team visit; departmental PPT preparations etc. Madam also explained the process of NAAC PTV on 23rd & 24th June 2022.
2. Prof. Sheila Menon congratulated on securing 'A' grade with CGPA of 3.07. She mentioned

that if the faculty feel appropriate, they could go in for appeal. This has to be done with proper analysis of score and input by the criteria teams. IOAC was asked to take up this task.

3. Prof. KM Raghvendra, Chief Executive, MES, ~~to~~ congratulated everyone on securing 'A' grade. He stated that the full swing preparations started in 2019, which could have been initiated earlier. He placed on record that on 7th Jan 2019, IOAC formed the criteria committees under his coordination. He highlighted that ^{one of} the Peer Team observation in the report is that, MESACS can go for autonomy. It is a positive sign. He gave a comparative picture of earlier NAAC process and the new accreditation process.

4. Dr. Ganesh Bhatta, congratulated the members present and appreciated the efforts taken by all the faculty members. He also suggested that appeal is useful only if there is a clear chance of increase in score. He also advised that, we must start our work for next NAAC from today itself.

5. Dr. Shashidhar, Chairman Governing Body, congratulated for securing the 'A' grade and also mentioned that honesty, dedication and hardwork has paid off with good result. He suggested to retain the teams for all seven criteria with one next line of faculty to keep the work of documentation on going. The following members will continue as the conveners of criteria

Criterion I - Prof. Vanitha

Criterion II - Prof. Shilpa KP

Criterion III - Dr. Asha CS

Criterion IV - Dr. Manjushree Menon & Prof. Vaishnavi

Criterion V - Prof. Koorima

Criterion VI - Prof. Aneetha Srikumar

Criterion VII - Prof. Bhagya

He suggested to do the analysis of all metrics of criteria and submit the report to management by July 5th 2022.

The meeting concluded after checking the statement of expenditure by various NAAC committees and admission statistics review.

Shilpa
2/7/2022

- IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

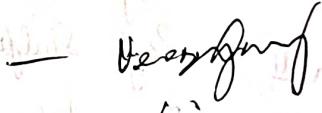
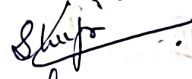



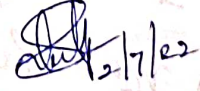


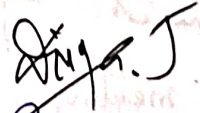
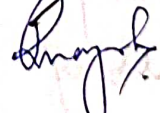

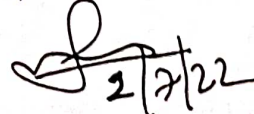
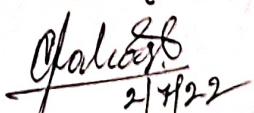
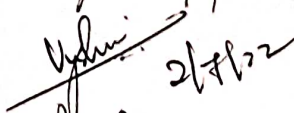

Date: 2/7/2022

Time: 12 noon

IQAC Meeting

Agenda: To discuss the procedure for analysis of NAAC score.

Members present:-

1. Dr. Usherani
2. Dr. Vecna Nagaraj — 
3. Shilpi Dham 
4. Sajini G 
5. Anupama S 
6. Varitha R 
7. Shilpa KP 
8. Chandrima Dutta 
9. Raveendra Malabar 
10. Divya J 
11. Rekha Nayak U. 
12. A.N. BHAWYA 
13. Dr. Manu S 
14. PRAKASH - O.N. 
15. VYSHNAVI N. RAO 
16. Anetha Srikumara 

17. Poojnima.S

Poojnima.S

18 Durgakala

Durgakal

Proceedings of the meeting,

1. IQAC coordinator welcomed all the members of seven criteria. The analysis of Qm shall only be done as the Qm is pretty good. The Qm with the score of 0,1,2 shall be analysed for the time being.
2. The ~~com~~ criterion head shall share the details of ~~metric~~ score with justification for appeal, if any, as per SOP and data. Uploaded. Also, give scope of improvement.
3. The deliberations were done on each Qm of each criterion and inputs were taken. This was a very eye opening discussion.
4. The meeting concluded with useful inputs.
5. The Criterion VI head, Ms. Anetha Srikumar ~~was~~ expressed her limitation to take up as the criterion head and requested Ms. Durgakala Sridhar to continue as head. As ~~sugg~~ confirmed by HoI, the criterion VI head is Durgakala Sridhar.

Sridhar
3/7/22





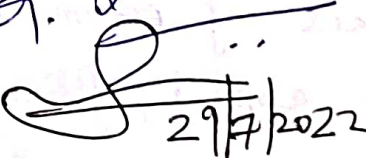
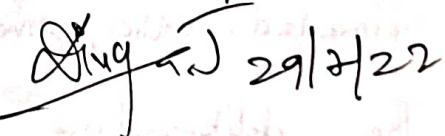
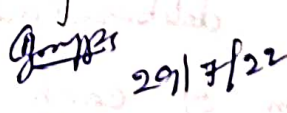

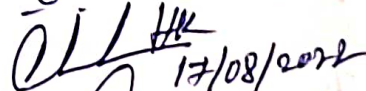
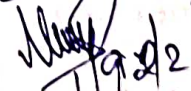


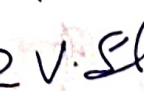


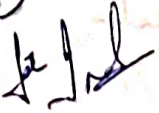
Date : 29/7/2022

Time : 2:00 pm

IQAC Meeting

Agenda : Mentors meeting for Batch
2021-2024.

Members Present :-

1. Shilpi Dham 
2. Chandrima Dutta 
3. Dr. Mohammed Ashfaq Ahmed 
4. G. Soortha 
5. Dr. Manu. S 
6. Divya. T 
7. Mallikarjunappa. G 
8. Kamalashri. N 
9. Lokesh. H. K. 
10. Vasavi. S 
11. Lakshmi. S 
12. Indu. Y 
13. Shilpa. K. P. 
14. Dr. Sheela R. V. 
15. Raveendra Nalkar 
16. Girija Ananth 

17. Dr. Lokeshwarappa

18. Shwathi Joshi

19. Dr. Prakash HS

20. Anil GB

21. Anitha K

22.

23.

The mentor diary alongwith the mentees list was given to all the above signed mentors. The IQAC coordinator briefed them about how to take up the mentoring process and how to help them to have a comfortable stay in college. The ~~student~~ mentors were told to take up their own methods to make the mentoring process effective. They were suggested to meet the mentors ^{once} a semester at least. IQAC coordinator thanked them and wished them best for the mentoring process.

Shruti
30/7/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 002









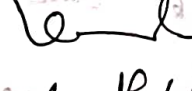
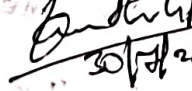

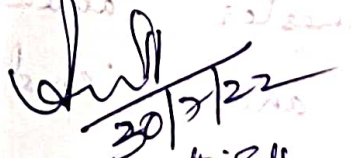
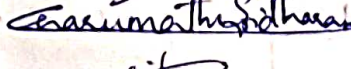


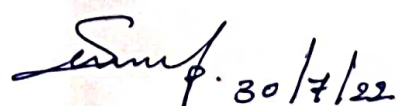
Date: 30 July 2022

Time: 11:30 am

IQAC Initiative

Agenda: Demonstration of Smart Projectors. by Mr. Praveen.

Members Present: - Session I.

1. Anitha. K. 
2. Anupama. S. 
3. Vanitha. R. 
4. Sairish. G. 
5. Rekha Nayak. U. 
6. S. Rajesh. 
7. Lokesh. H. K. 
8. Dr. Mohammed Ashfaq 
9. Dr. Vanishree B. M. 
30/07/22
10. Keerthi G. P. 
30/7/22
11. Vaishnavi V. 
12. Aneetha Srikumar 
30/7/22
13. Charumathi Sridharan 
14. K. Lalitha 
15. Dr. Manu. S. 
30/7/22
16. Sushma. k. 
30/7/22

11. Dr. Asmita Behera
12. Pankaj K. Choudhry
13. Anil G. B.
14. Kamalashri. N.
15. Apoorva. P
16. Dr. Sushama - V. Jadhav
17. Nithya Shree. N
18. Arsuvaria. P
19. Denika Rani
20. Pranav Kumar

Behera
30/7/22

Pankaj
30/7/22

Anil

Kamalashri
30/7/22

Apoorva. P

Sushama - V. Jadhav

Nithya Shree
30/7/22

Arasuvaria
30/7/22

Denika Rani

Pranav Kumar
30/7/22

The demonstration sessions were attended by the above ~~men~~ signed faculty members of various departments in the two slots given at 11:30 am and 12:30 pm. The demonstration was given from ~~set~~ step 1 i.e. how to make the connection to how to ^{change the} display; and use of all features of projector and how to connect to internet and all the features of smart board. Mr. Pranav answered all the questions and doubts patiently and clearly. It was a very well taken demonstration.

Pranav
30/7/22

Date: 13th Sept. 2022 Time: 2:30 pm

IQAC Meeting

- Agenda:
- NAAC Accreditation Report
 - Reconstitution of IQAC
 - NAAC sponsored workshop / FDP on "Course outcome and Program Outcome Mapping"
 - AQAR Preparation & submission
 - Revision of Quality Manual
 - Calendar of Events for AY 2022-23.
 - Annual Academic and Administrative Audit (External)
 - Social Media use Policy
 - Any other matter

Members Present: —

- Mr. Yogesh S. Rao → Yogesh
- Dr. Usharani D
- Prof. K. M. Raghavendra K. M. Raghavendra
- Prof. Sheela Menon Sheela Menon
- Dr. Ganesh Bhatta
- Dr. H. Shashidhar
- Durgakala Sridhar Durgakala
- Prakash. O. N. Prakash
- Rekha Nayak U. Rekha
- Chandrama Dutta Chandrama
- Nischitha. H Nischitha

- 12) Bhayisa - A - DL
 13) Anantha Srikumar
 14) Dr. Manjushree Menon
 15) Vysnmai V Rao
 16) Shilpa KP
 17) Dr. Anha C.S.
 18) Dr. Veena Nagaraj
 19) Poornima, S.
 20) Kunal S. Chopda
 21) Javviya Tobatum
 22) Anantvikramaditya Raikar
 23) Shilpi Dham
- 13/9/22
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I. The meeting started with Prof. Shilpi Dham welcoming the members to first meeting after NAAC. Chief Executive, Prof. K.M. Raghunathan was the invited member.

II. Prof. KMR briefed about the procedure to conduct a meeting. He emphasized on having circulated the minutes of previous meeting along with leave of absence.

III. The agenda was presented, and each item of agenda was discussed one after the other. The first item is deferred till the external member visits the campus.

IV. The reconstitution of IQAC :- The tenure of existing members is concluding, hence there is a need of reconstitution. The NAAC guidelines were discussed, which are more suggestive.

a) The willingness shall be sought from the faculty members.

b) The management representation shall be reduced to single person i.e. Prof. Sheila Menon, Director Academic (HE).

d) Identify new student members

e) " " alumni "

f) Office superintendent can be a member from office.

g) Librarian, placement officer and research centre head shall be IQAC members.

V. NAAC sponsored one day workshop on Outcome Based Education instead of CO & PO (course outcome & Program outcome) mapping: Discuss and identify the most probable dates and send the proposal to NAAC.

VI. Revision of Quality Manual: CE is completing the idea of revising the Quality manual as

it is a dynamic document. The inputs shall be taken from all the faculty members as well as management and thus, the revised QM shall be in place

VII Dr. Asha was suggested to explore the possibilities of organizing the UGC or any other academic body sponsored program.

A special mention of appreciation was done for Shri. Somshaker Gowda as Kristu Jayanthi college team wants to visit MES ACS and meet Shri. Somshaker Gowda for getting better insight into scholarship schemes & procedures.

VIII IQAC coordinator proposed to bring out the Quality Policy handbook which will have all the policies being followed in the college at a single place. It shall be reviewed annually. It may include policies like a) Grievance redressal policy, b) Research policy c) anti-ragging policy etc.

IX Annual administrative and academic audit: Prof. Shilpi explained the need (AAA)

of AAA. Prof. Sheela Menon supported the idea as it would be suggestive of drop in admission rate, results etc.

X. The Calendar of Events for academic year 2022-23: It is a routine activity which shall be taken up and put in formulated using seeking inputs from the departments. Also keeping the BCU academic calendar in line.

XI. AQAR preparation: The expected submission date is Dec 31, 2022. The data collection shall be done by respective section heads and follow the usual procedure.

XII. The external member, Mr. Yogesh S Rao, Academic council member of Bengaluru City University (BCU) arrives. Prof. Shilpi introduces the IQAC members to the external member. Dr. D. Usharani briefs about the NAAC 4th cycle process of accreditation that MESACS has undergone. She also briefs mentioned. The suggestions of peer team as per the Peer Team Visit report.

XIII. Mr. Yogesh acknowledged the NAAC PTV report and expressed his gratitude towards

Prof. KMR who was his "guru". He promised to connect the entrepreneurs to our college to set up Entrepreneurship and Innovation Cell. He also assured of exploring possibilities for the internships through Skill Development Center of Maleshwar.

Prof. KM Raghvendra placed on record, the immense help of Mr. Yogesh in correcting the name of our college at various portals.

Prof. KMR enquired about the process of introducing an Open Elective which is not listed in the existing list given by BCU. Mr. Yogesh shall check it out and give the response. Prof. KMR also expressed his willingness to meet Mr. Yogesh for discussing grant-in-aid issues.

The grant sanctioned for Skill Development Program in 2019, but not received was also mentioned to Mr. Yogesh. He asked for the complete details to be shared so that he can enquire about it.

Mr. Yogesh expressed his concerns with NIP as Karnataka implemented it first of all and it has its teething problems.

XIV The rest of the agenda were briefly presented before the external member. He asked for Quality Manual copy of MESACS.

XV. Social Media Use Policy :- The draft policy was presented and discussed. The CE Sir suggested that it ~~shd~~ could be shared with everyone and inputs be taken before finalizing it. The Policy document can be ratified through Governing Body.

XVI MOOC to be made compulsory for every student : Dr. Manu S explained the need of Massive open online courses for students keeping in view the objectives of NEP. The idea can be tested for one batch of students through mentors. If it shows success, it can be made compulsory for all the students. The external member also supported the idea. The student members suggested that if it is given weightage in Internal Assessment marks, students shall willingly take it up. Dr. Veena Nagaraj gave input that even if 10% of students take up MOOC, it is a success.

XVII Dr. Veena Nagaraj suggested to the external member that workshop for new courses is a must at University level. It shall help the faculty members in making lesson plans and

teaching the course effectively.

b) Another point brought out was the inavailability of syllabus on the university website.

c) Prof. Poornima pointed out that the clarity regarding the Skill Enhancement courses / Ability Enhancement courses and Value added courses is not given timely.

d) Dr. Veena Nagraj also brought out the issue of workload reduction because of opting 2A model and some important courses are not being opted by students because of Open Elective concept.

XIX: Prof. Sheila Menon mentioned a few points :-

a) Management seeks quarterly report from all institutes, so Principal can take help from IQAC to provide the data.

b) Augment the existing teaching ~~learn~~ process with MOOCs / online videos etc.

c) Workshop for Principals, Deans about NEP, VUCMS, ACB can be planned.

XX. Prof. Durgakala Seidher, suggested to undergo Green Audit.

The meeting concluded with a formal Vote of Thanks by IQAC coordinator, Prof. Shilpi Dham. She thanked the external member for taking out time and listening to all university related issues and concerns. She also thanked him for valuable inputs and his promise to connect with industries. A special thanks was given to CE Sir for accepting to be a special invitee and giving his inputs.

~~The~~

~~Shilpi~~
24/9/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 005.

Date - 26/9/2022

Time : 11:00 am

IQAC meeting with Dept of Psychology.

Members Present :-

1. Mrs. Shilpi Dham

Shilpi
26/9/22

2. Dr. Manu S.

3. Aneetha Srikanth

Anu
26/9/22

4. Vaishnavi V

Vaishnavi
26/9/22

5. Chasumathi Sridharan

Chasumathi Sridharan
26/9/22

6. Keerthi G

Keerthi
26/9/22

7. Lalitha K.

Lalitha
26/9/22

Agenda :-

- NAAC experience sharing
- Quality manual revision
- Best practice of department
- Institutional distinctiveness
- C & B rules understanding
- Any other.

Minutes of the meeting :-

I. The HoD, Mrs. Aneetha Srikanth along with her colleagues shared the NAAC preparation experience as a learning one.

They emphasized the requirement of streamlining the document collection process and maintain a central repository for the same. Another input provided was to maintain an attendance ~~also~~ in soft form through an application or so.

II. Faculty of Dept. of Psychology are willing to conduct program for our faculty and non-teaching staff for their mental well-being.

III. The coordinators also explored the possibility of helping other departments to identify high & low achievers.

IV. Faculty are enthusiastic and eager to get involved in the working of college activities.

V. The meeting went for an hour and concluded with a thank you note from the coordinators.

S. K. Pr.
27/9/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560,003

Date = 26/9/2022 Time = 12 noon

IQAC coordinators meeting with Dept of
Mathematics (UG)

Members Present :-

1. Shilpi Dham

2. Dr. Manu S.

3. V. S. RAMESH BABU

4. Pooornima S.

5. Dr. Parikiron A. Mendisadi

6. Dr. Sustna V. Jadhavi

7. Deeka Rai

8. Amrutha H

9. Arjun C.M

10. Dr. D. Usharam

Agenda :-

1. NAAC experience sharing
2. Quality manual revision
3. Best practice of department
4. Institutional distinctiveness
5. C & B rules understanding
6. Any other matter.

Minutes of the meeting, -

I. IQAC handed over the list of items to be discussed and kept as ready reference in the department.

II. The faculty of Dept of Mathematics gave following suggestions: -

- a) Guidelines may be given for conducting any event in college.
- b) Departments should have a dynamic name board for the staff.
- c) Specify the minimum no of events to be conducted by each department under a metric.
- d) Provision of seed money for an event.
- e) Guidelines for leave compensation for students.
- f) Orientation program can be planned for the PO students of our sister institutions to orient them for NEP, Employability options for after BSc to make them aware of programs offered by MESACC.
- g) B-Day wishes from IQAC can be given to improve the ^{org} camaraderie.
- h) attendance component can be included in IA marks allotment under NEP.
- i) Job-oriented and bridge courses format can be given by IQAC.

III The meeting concluded with a thank you note by IQAC coordinator.

Date:-

27/9/2022

Time: 11:00 am

IQAC coordinators meeting with faculty of Department of Chemistry.

Agenda:-

- a) Sharing of NAAC experience
- b) Quality manual revision
- c) Departmental event report format
- d) Follow the time lines
- e) Any other matter.

Members Present:-

1. Shiferi Dham ~~Shiferi~~
2. Dr. Manu S. ~~Manu S.~~
3. M. Sujatha ~~Sujatha M.~~
4. B. Praveen ~~B. Praveen~~
5. Chandrma Dutta ~~Chandrma Dutta~~
6. Meghana CT ~~Meghana CT~~
7. Chethana ~~Chethana~~
8. Smeetha ~~Smeetha~~
9. Reshma K.R. ~~Reshma K.R.~~
10. Yshnavi V ~~Yshnavi V~~
11. C.N. Chima den ~~C.N. Chima den~~

Minutes of The meeting:-

- I. IQAC coordinators handed over a list of items to be discussed and kept as ready reference in the department.
- II. The inputs / suggestions given were as follows:-
 - a) The entire NAAC experience was very positive, learning and constructive.
 - b) Centralization of data is required to be done.
 - c) More activities are to be conducted for every metric of 7 criteria.
 - d) Revamping / upgradation of lab has to be done as suggested by PT members.
 - e) Research lab needs to be upgraded.
- III. The proper disposal of chemical waste needs to be done.
- IV. The solar power generation can be considered instead of buying LPG.
- V. Separate area for faculty parking may be provided.
- VI. Coordinate with Research Cell for certain software requirements & training for research purposes.

Shreeja
28/9/22

— IQAC Co - Ordinator
MES College of Arts, Commerce & Sciences
Malleswaram, Bengaluru - 560 093.


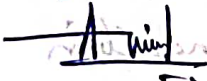
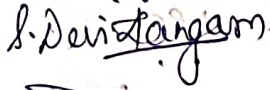
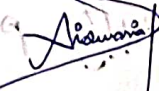
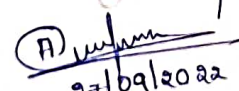
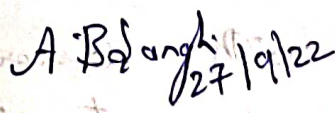
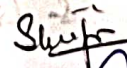

Date - 27/9/2022 Time: 11:30 am

IOAC coordinators meeting with faculty
of Department of Zoology.

Agenda -

- a) Sharing of NAAC experiences
- b) Quality Manual revision
- c) Department event report timeline
- d) Follow the time lines
- e) Any other matter

Members Present :-

1. Dr Ganesha u 
2. Anil G B 
3. Dr. S. Devi Thangam 
4. Aniswara P 
5.  ARPITHA. K. S
6. Dr Ashwera Banu Sangli  27/9/22
7. Shilpa Dham 
8. Dr. Manu S 

Minutes of the meeting :-

I. IOAC coordinators handed over the list of items to be discussed and

to be kept in the department for ready reference.

II. The following suggestions were given:-

- a) Document collection must be centralized.
- b) Annual review of all the procedures must be done.
- c) Mock and actual Peer team visit gap was short.
- d) More clarity required for research activities
- e) Aggressive advertisement has to be done for increasing the admissions.
- f) Timely orientation to PU students for NEP and BSc. prospects must be done
- g) Research cell must update the journal lists accepted by NAAC.

III. IQAC coordinators thanked the faculty of Dept. of Zoology.

Shreyas
28/9/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Sci
Malleswaram, Bengaluru - 560 055

Date:- 27/9/2022



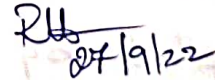
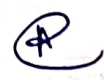
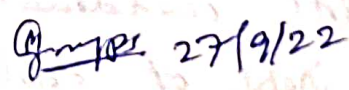



Time: 1:45 pm

IQAC coordinators meeting with faculty of Department of English, Hindi and Sanskrit.

Agenda :-

- a) NAAC experience sharing
- b) Quality manual revision
- c) Department event report format
- d) Follow the timelines
- e) Any other matter.

Members Present :-

1. Dr. R.V. SHEELA. 
2. Rajeshwari K 
3. R. Hemaprabha -  27/9/22
4. Aijun. V-c 
5. Mallikarjunappa. G  27/9/22
6. 
7. Shilpi Dhan 
8. Dr. Manu S. 
9. Dr. Manjushree Menon

Minutes of the meeting :-

I. IQAC coordinators handed over the list of items to be discussed to the

HoDs of Dept. of English, Hindi and Sanskrit.

II. The inputs given were as follows :-

- a) Mock visit was a very useful exercise. Annual visit can be done on similar lines.
- b) Communicative lab has to be separated from the ~~class~~ staffroom facility.
- c) The staffroom infrastructure improvement is absolutely necessary.
- d) Central repository for all the documents is required.

- III.
- a) Dept of English presented their Best Practice as having scheme of valuation for each internal paper at internal test level which helps in easy & fair valuation.
 - b) Dept. of Hindi presented their Best Practice as giving prizes to high achievers by HoD and alumni
 - c) Dept of Sanskrit presented their Best Practice as conducting a warm up activity before the commencement of class.

IV IQAC coordinators encouraged them to conduct / start / resume add-on course.

Date : 28/9/2022

Time : 10:30 am

IQAC coordinators meeting with faculty
of Department of Commerce.

Agenda :-

- a) NAAC experience sharing
- b) Quality manual revision
- c) Department event reports format
- d) Follow the timelines.
- e) Improve teaching quality & results.
- f) Any other matters.

Members Present :-

1. Geetha Ananth
2. Shruthi Joshi.
- 3) ಸಂಧ್ಯಾ ಸತ್ಯವತಿ ಎ.ಎಸ್
- 4) Deepa Dharshini. G.P
- 5) Shilpa K P
- 6) Pavithra. C.
- 07) Sindhu. P
- 08) Indu. J.
- 9) Shilpa Dham
10. Dr. Manu S.

Ed.

Geetha Ananth





28/9/22

Pavithra. C.



Shilpa Dham



Minutes of meeting :-

- I. IQAC coordinators welcomed all the present members and handed over the requirements to the HoD.
- II. Following suggestions were made:-
- Infrastructure improvement is required in Business lab.
 - Central data collection / repository is required.
 - Guidelines for every format is required.
 - From the dept., include a member in each criterion.
 - Service record summary & salary slip to be given for each employee.
 - soft form of attendance.
 - ERP is needed.
- III. Mentorship ~~is~~ can be included in the time-tables. The dept. can conduct it at departmental level.
- IV. Research activities are being done at the paper level with students. Report shall be shared shortly.
- V. IQAC coordinators thanked the HoD and faculty members.

Shruti 29/9/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date: 28/9/2022

Time: 11:30 am

IQAC coordinators meeting with faculty
of Department of Botany.

Agenda: a


- a) NAAC experience sharing
- b) Quality manual revision
- c) Departmental report format
- d) Follow the time lines
- e) Improve teaching quality
- f) Any other matter.

Members Present: -

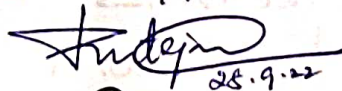
1. Vasavi S

 28/9

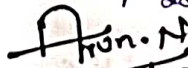
2. DR. Aronita Behera

 28/9/22

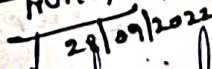
3. Tejaswini N

 28.9.22

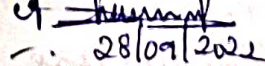
4. ARUN KUMAR N

 Arun. N

5. Ashwini Uus K

 29/09/2022

6. Shrip Dham

 28/09/2022

7. Dr. Manu S



Minutes of meeting: -

I IQAC coordinators handed over the

requirement list to the HoD.

II. The following suggestions were made:-

- a) Document collection must be streamlined and centralized.
- b) Include the faculty in other criterion also.
- c) Guidelines for every format/document can be given.

III. IQAC coordinators thanked all the members.

Shree
22/9/22

— IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 093.

Date: - 28/9/2022


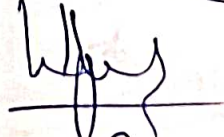



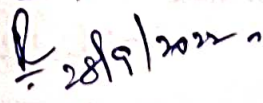


Time: 12:30 pm

IQAC coordinators meeting with faculty of Department of Physics.

Agenda: -

- a) NAAC experience sharing
- b) Quality manual revision
- c) Departmental report format
- d) Follow the time lines
- e) Improvement in teaching quality
- f) Any other matters

Members present, -

1. Pratikharik. N 
2. H.S. Prakash 
3. Syed Habeebulla 
4. Dr. Kavitha K. 
5. Kamalashri. N 
6. S. RAJESWAR 
7. Shilpi Dham 
8. Dr. Manu S. 

Date : 29/9/2022


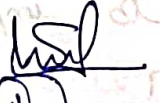



Time 11:00 am

IQAC coordinators meeting with faculty of Department of Electronics and Statistics.

Agenda :-

- a) NAAC experience sharing
- b) Quality manual revision
- c) Departmental report format
- d) Follow the timelines
- e) Improvement in teaching methods
- f) Any other matter.

Members present :-

1. Sareesh Copinathan - 
2. Sushma.k - 
3. Vidyaashree BS - 
4. V.MADHUMATHI - V.Madhumathi
5. Varnshi . B.K - 
6. Dr. Manu.S - 
7. Shilpi Dham - Shilpi

Minutes of meeting :-

- I. IQAC coordinators handed over the requirement to the Ho.Dc. of Statistics and Electronics Dept.

- II. The following suggestions were made -
- Student centric activities must be increased.
 - Field trips must be conducted.
 - Institute - industry interaction must be strengthened.
 - Alumni connect must be strengthened.

III. The Best practices of each department must be strengthened.

IV. Add-on courses must be introduced.

V. IQAC coordinators thanked the faculty members.

[Signature]
30/7/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

[Signature]
A. J. Dr. Mani R. P.

[Faint handwritten notes at the bottom of the page]

Date: - 29/9/2022

Time: 11:45 am

IQAC coordinators meeting with faculty
of Department of Computer Science and Electronics
Bio-Technology

Agenda: -

- a) NAAC feedback sheet
- b) Quality manual revision
- c) Departmental report format
- d) Follow the timelines
- e) Improvement in teaching methods
- f) Any other matter.

Members Present: -

1. Durgakala sridhar Durgakhal
2. C. sai sudha
3. Snyatha .m
4. Lakshmi. S.
5. Sajini. G
6. Khushtopal.
7. Dr. Manu. S
8. Shilpi Dhan

Minutes of the meeting: -

I The IQAC coordinators handed over the
requirements to the HoDs of Computer Science
and ~~Electronics~~ ^{BioTechnology} Departments.

II. The following suggestions were given by the faculty of both the departments, -

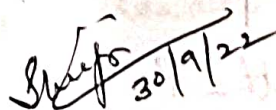
- a) Infrastructure improvement is required to be done
- b) Central depository of data
- c) Reduce the paper usage.
- d) Smoothen the process of data collection.

III. The innovative methods of teaching like continuous evaluation, remedial class and extra assignments were helpful in improving the results.

IV. The Bridge course by Comp. Sc. dept and regular conduct of Parent Teacher Meetings is useful for improving student attendance.

V. ~~The~~ Interdisciplinary collaboration work is going on w.r.t. conducting guest talks (IT-BT), course work (journalism & CS).

VI. IQAC coordinators thanked the faculty of both the departments for their inputs.


30/9/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date :- 29/9/2022


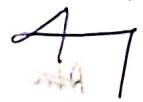







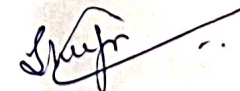
Time : 12:30 pm

IQAC coordinators meety with faculty members of Departments of Humanities.

Agenda :-

- a) NAAC feedback sharing
- b) Quality manual revision
- c) Departmental report format
- d) Follow the timeline
- e) Improvement in teaching methods
- f) Any other matter.

Members present:

- Members present :-
1. Dr. Ramanjeyya P - History - 
 2. S. Rajesh - Dept. Pol. Science - 
 3. Dr. Mohammed Ashfaq Ahmed - Dept. of Economics - 
 4. Dr. Veena Nagaraj - Economics - 
 5. Sangeetha R - Journalism - 
 6. Anupama - Sociology - 
 7. Naritha R - Economics - 
 8. Dr. Ramanjeyya P - HISTORY - 
 9. Dr. Mani S - 
 10. Shilpi Dham - 

Minutes of the meeting :-

I. The IQAC Coordinators, handed over the requirements to the HoDs of History, Economics, Sociology, Journalism & Political Science.

II. The following suggestions were made :-

a) Data collection challenges, there have a central repository.

b) Improve the infrastructure.

c) Work towards removal of data duplication.

d) Infrastructure improvement required for the Journalism dept / lab.

III. The Best Practices presented by various departments were as follows :-

a) Result Analysis using SPSS. - Economics

b) Visit to NGOs - Pol. Sc.

c) Distribution of paper bags - Sociology

d) Interdisciplinary research - History.

IV. The BA time table is too staggered, thus needs some looking into.

V. The IQAC coordinators thanked the faculty members of all the departments.

Shilpi
30/9/2022

Date :- 12/10/2022

Time : 12:45 pm

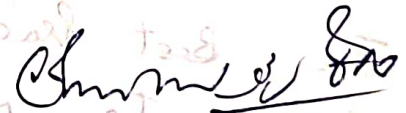
IQAC coordinators meeting with faculty members of Department of Kannada (UG)

Agenda :-

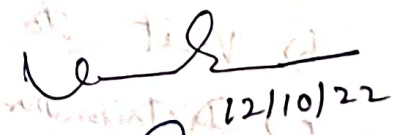
- a) NAAC feedback sharing
- b) Quality manual revision
- c) Department report format
- d) Follow time lines
- e) Improvement in teaching methods
- f) Any other matter.

Members present :-

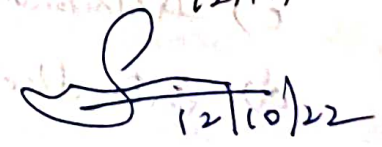
1. Dr. B. S. S. S. S. S.
2. Prof. A. N. Bhagya.
3. Dr. Vanishree B. M.
4. Dr. Manu. S
5. Shilpi Dham



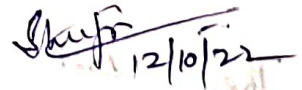
A. N. Bhagya



12/10/22



12/10/22



12/10/22

Minutes of the meeting :-

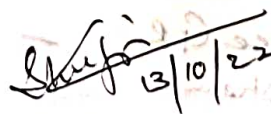
I. The IQAC coordinators handed over the requirements to the HoD.

II The following suggestions were made

- a) Central depository for the documents
- b) ICT help for the attendance and IA marks.

c) Time-table issues to be addressed.

- III The Best practice of the dept is visit to poet's residence / museum.
- IV Student centric activities are very good, need proper documentation for all.
- V Members appreciated the step taken by IQAC to meet the departments.
- VI To improve the admissions, reach out to the PU schools & colleges.
- VII IQAC appreciated the input taken by the department to help students write & clear the Kannada examination for job purposes.
- VIII IQAC coordinators thanked the members for valuable discussion.

 13/10/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Sci.
Malleswaram, Bengaluru - 560 003.

Date :- 14 Oct 2022

Time :- 12:40 pm

IQAC coordinators meeting with the faculty of Department of Mathematics (PG).

Agenda :-

- a) NAAC feedback sharing
- b) Quality manual revision
- c) Department report format
- d) Improvement in Teaching Methods
- e) Any other matter

Members present :-

1. Dr. Anha C.S. - Anha C.S.
2. Lakshmi B N - Lakshmi BN
3. Swathi.A.S - Swathi.A.S.
4. Dr. Kumara M - K.M.
5. Rekha.K - Rekha
6. Patil Shankar Shrimant - Shankar
7. Megharshree GR - Ms.
8. Shilpi Dham - Shilpi

The meeting was attended by above signed members. The following observations and points were noted :-

1. Need for centralized repository for all documents to avoid repetition.
2. Renewal of the Research Center has been recently done. The suggestions for

improvements are required to be implemented.

3. Procurement of ISSN number for MES Bulletin must be done.
4. Encourage faculty members to register in platforms like ARCID etc.
5. MOU possibilities to be explored.
6. Research Cells shall be formed to support & encourage faculty to apply for research projects, publications in quality journals etc.
7. MES Bulletin to be thrown open to all the subjects.
8. Involve students in projects.
9. Document the innovative teaching practices and best practices.
10. Social media presence can be done with prior permission from the Principal.

Shruti
15/10/22

IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.

Date :- 4 Nov 2022

Time : 2:00 pm

IQAC meeting

Agenda :-

1. Welcome new IQAC faculty members.
2. Welcome members of ICT & Documentation Cell
3. Briefing about the Faculty Refresher Program (FRP)
4. Work allotment for the FRP.
5. Any other

Members Present :-

1. Dr. Vaena Nigam -
2. Shruthi Joshi
3. Arjun. C.M
4. Anetha Srikumar
5. Indu. Y.
6. Dr. Anha C.S.
- 7) Vamshi B.K
- 8) Sajini G
- 9) Dr. Manu. S
- 10) Prateesh. O.N.
- 11) C. sai sudha
- 12) Chandrama Dutta

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13) Rekha Nayak. U.

14) Divya. J

15) Dr. Ashcera Banu Sanghi

Rajyalu.

Divya. J

4.11.22


AB Sanghi

Minutes of meeting :-

- I. The IQAC coordinator, Prof. Shilpi Dham welcomed all the members of IQAC, especially the newly inducted members. The two cells - IT cell and Documentation cell ~~were~~ members were also welcomed. The roles and responsibilities of both the cells were reiterated.
- II. The upcoming Faculty Refresher Program which IQAC is going to conduct to reboot the faculty working and thinking process was briefed upon by the coordinator. The program idea was welcomed by all the members.
- III. The work allocation for the smooth conduct of FRP was done.
- IV. The student members for IQAC suggestions ~~were~~ were sought by the coordinator. BA representation was given by Dr. Veena Nagaraj.
- V. Prof. Sai Sudha voluntarily proposed to become the reporters for IQAC meetings.

V. Dr. D. Usharani, Principal and Chairman IQAC briefed the members about their work as IQAC members. Also asked the IT Cell to explore possibilities for the cloud storage of documents.

VI. Prof. Shilpi Dhanu thanked all the members for their cooperation and suggestions. An exhaustive meeting ~~was~~ is promised to discuss the other workings of IQAC.



— IQAC Co - Ordinator
MES College of Arts, Commerce & Science
Malleswaram, Bengaluru - 560 003.