

## **First Meeting of IQAC: 20-08-2020**

### **Agenda:**

- Discussion on the process of Online lectures due to COVID -19
- Submission of AQAR
- Action plan for the year 2021-22
- Admission
- Safety measures to prevent the spread of COVID-19
- Important Days to be celebrated.
- Farewell Function

### **Implementation:**

- 1) Discussion on the process of Online classes due to COVID -19
  - Many teachers and students found it challenging to adapt to virtual classroom teaching and preferred traditional classroom teaching. However, both the teachers and students adapted to the online learning environment. The faculty made videos and sent them to students. Many students did not have a strong internet connection; as a result, they could not attend the classes.
  - The Principal requested the teachers to understand the students' problems and solve them with empathy. Prof. Veeranna said that once a week, there is an interactive class in the department of Kannada. He said that he had given the students an opportunity for interaction, and they could ask any question about the syllabus.
  - Prof. M. B. Shylaja informed the Principal that the feedback was obtained from the final year students, and they were satisfied with online classes. She said teachers from the department of chemistry were taking attendance also. She opined that those who were irregular to the classes were personally contacted on the phone.
  - The Principal suggested adopting a participatory approach to engage students in the teaching-learning process to make virtual classroom teaching enjoyable.
  - The coordinator opined that teachers become irrelevant unless they embrace new technologies and adopt them in teaching.

The Secretary brought to the notice of the teachers about the recent UGC guidelines that state the HEIs should be allowed to teach 40% of each course through online mode and the remaining 60% in offline mode. He informed that UGC is drafting a "blended model of teaching and learning" concept in colleges and universities.

### **2) Submission of AQAR**

The IQAC decided to submit the finalized AQAR 2019-2020 in December.

### **3) Action plan for the year 2021-22**

To organize seminars, conferences, and workshops.

To increase the MoU with well-known factories/industries/institutions.

To celebrate the important Days -World Environment Day, International Women's Day, Gandhi Jayanthi, Ambedkar Jayanthi, etc

NAAC preparation for Fourth Cycle

Conduct Academic Audit

Conduct Green Audit

Improve admissions and results.

Introduce certificate courses.

4) Admissions

An extensive campaign like visiting various PUC colleges, personally contacting the potential students, advertisements, fee concessions for the needy students, organizing exhibitions for PUC students could potentially increase the admissions in the forthcoming years.

5) Safety measures to prevent the spread of COVID-19

College initiated steps to ensure strict adherence to health protocols like vaccination drive, wearing face masks, physical distancing, sanitizing the classrooms every day, thermal checkups, and using sanitizers were precautions taken during the pandemic.

6) Important Days to be celebrated.

World Coconut Day, Engineer's Day, Valmiki Jayanthi, National Unity Day, and Kannada Rajyothsava will be celebrated with great fervour.

## **22-12-2020 Second Meeting**

The following details are the minutes of the second IQAC meeting

- It was decided to carry out the decisions of the IQAC meetings of the previous year with a few timely innovative changes.
- Involvement of office staff for admission of students will enhance the admissions as most of them come from rural areas and have better access to local communities.
- Staff meetings must be held every month to conduct academic activities.
- Paper-free communication through WhatsApp group.
- Organizing programmes for 10<sup>th</sup> and 12<sup>th</sup> /PUC students like exhibitions to attract them to join our college by showcasing different facilities available in our college and introducing them to the academic ambiance.
- A few teachers suggested restarting new combinations like Bio-Technology and Bio-Chemistry for endless career options for students.
- Students were very keen on uniforms, and the Principal sought students' opinions regarding uniforms through google forms. Proposal for making uniform familiar for all the students of different institutions under the Samsthe was on talk.
- Encourage alumni and teachers to sponsor a portion of fees.
- Temporary teachers requested to raise their salary. A decision about increasing the pay was on the road map.
- To celebrate National Youth Day.

### **25-03-2021 Third Meeting**

The following details are the minutes of the third IQAC meeting

- ✓ The celebration of Dr. Ambedkar Jayanthi, Basaveshwara Jayanthi was discussed.
- ✓ Department of Physics would organize an exhibition for PU students from the sister institution. The exhibition was designed to benefit the PU students as the experiments were based on their syllabus. The faculty decided to conduct fifteen experiments.
- Organize webinars for students and faculty.
- The following are the ways to increase college admissions
  - ✓ Update Prospectus
  - ✓ Brochures
  - ✓ Update Web-site
  - ✓ WhatsApp groups
  - ✓ Automation of Admission Process
  - ✓ Advertisement by pamphlets and flexes
  - ✓ Alumni Testimonials on the portals of the web-site

Karnataka II PUC exams were cancelled due to the pandemic, and all the students were promoted. The teaching faculty wanted to utilize this opportunity to seek a more significant number of admissions. The time and date for declaring the PU results have not been decided yet by the PU board.