

# Dayananda Sagar College of Arts, Science and Commerce

## Internal Quality Assurance Cell

### Minutes of the Meeting

Date: 24.02.22, Thursday, Time: 3pm to 4 pm, Venue: MCA Seminar Hall

A review meeting was held to assess the action plan and actions taken from June 2021 to January 2022. The following cells are included:

**Yoga and Meditation Cell**

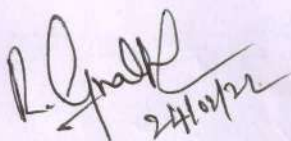
**Language and Literary Cell**

**Sports Cell**

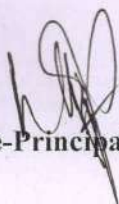
**Infrastructure Cell**

**Anti-Ragging Cell**

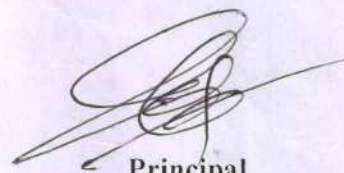
The IQAC Coordinator provided a list of the cells that will be attending the meeting. Members of the cells were addressed by the vice principal and principal in order to improve the quality of the activities. Budget requirement to conduct activities for the cells also discussed in the meeting. Action plans and action taken documents verified. Stressed more on the quality activities to benefit all the students.



**IQAC Coordinator**



**Vice-Principal**



**Principal**

**Members Present in the Meeting: Next Page**

Dayananda Sagar College of Arts, Science and Commerce  
Kumaraswamy layout, Bengaluru – 560 111


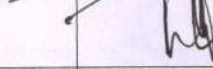
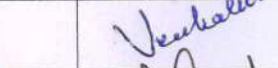
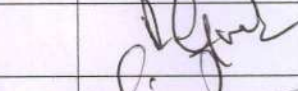
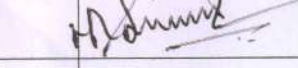
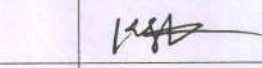
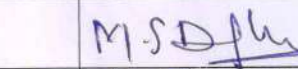
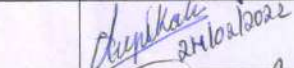
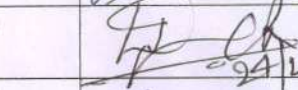
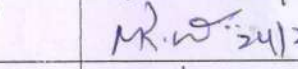
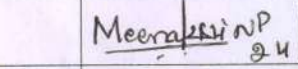
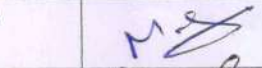
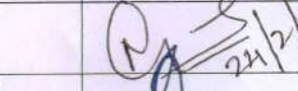
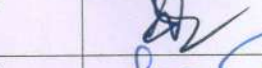
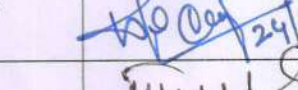
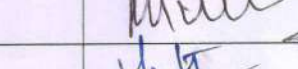
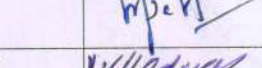
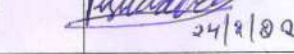
Cell Head and Member Meeting

Venue: MCA Seminar Hall

Date: 24.02.22

Time 3:00 pm

Members Present:

Sl.No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth	Vice-principal & HOD BCA	DSCASC	
3	Dr. Venkatesh B.R.	Director	MBA	
4	R. Gurunath	IQAC Coordinator	DSCASC	
5	Dr. Srikanta Murthy M R	Member	MBA	
6	Prof. Vadiraj	Member	BBA/B.Com	
7	Prof. Diwakar	Member	BCA/MCA	
8	Prof. Deepika H C	Member	BBA/B.Com	
9	Prof. Usha C R	Head	BBA/B.Com	
10	Prof. Umesh	Member	BBA/B.Com	
11	Prof. Meenakshi	Member	BCA/MCA	
12	Prof. Mukesh Soni	Member	BBA/B.Com	
13	Prof. Nayana T	Member	MBA	
14	Prof. Sangeetha Dayanand	Member	BBA/B.Com	
15	Prof. Srinivas H P	Member	BBA/B.Com	
16	Mr. Manjegowda	Head	B.Sc.	
17	Prof. Vaibhav patil	Head	MBA	
18	Prof. Vadiraj	Member	BBA/B.Com	

19	Prof. Leo Lawrance	Member	BCA/MCA	
20	Prof. Nivethitha K.S.	Member	BCA/MCA	
21	Prof. Niveditha K <sub>2</sub>	Member	BBA/B.Com	
22	Dr. C B Venkatakrishna Prasad	Member	MBA	24/2/22 
23	Prof. Diwakar	Head	BCA/MCA	
24	Prof. Murugesh B N	Member	BBA/B.Com	
25	Prof. Rajendra Kumar	Member	BBA/B.Com	
26	Prof. Rashmi M Umarji	Member	BBA/B.Com	

# Dayananda Sagar College of Arts, Science and Commerce

## Internal Quality Assurance Cell

### Minutes of the Meeting

Date: 16.02.22, Wednesday, Time: 3pm to 4 pm, Venue: MCA Seminar Hall

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A review meeting was held to assess the action plan and actions taken from June 2021 to January 2022. The following cells are included:

**Career Guidance Training and Placement Cell**

**Research and IPR Cell**

**Equal Opportunity Cell**

**Eco Cell**

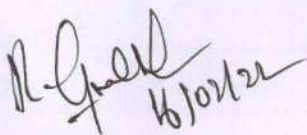
**Entrepreneurship Cell**

**Institutional Social Responsibility cell**

**Women's Dignity Cell**

**Online Learning Cell**

The IQAC Coordinator provided a list of the cells that will be attending the meeting. Members of the cells were addressed by the vice principal and principal in order to improve the quality of the activities. Budget requirement to conduct activities for the cells also discussed in the meeting. Action plans and action taken documents verified. Stressed more on the quality activities to benefit all the students.

  
IQAC Coordinator

  
Vice-Principal

  
Principal

Members Present in the Meeting: Next Page

AYANANDA SAGAR COLLEGE OF ARTS , SCIENCE AND COMMERCE

IQAC

VENUE: MCA SEMINAR HALL

Time: 3:00 - 4:00

16.02.2022

MEMBERS ATTENDED MEETING

SL.No	Name of the Faculty	Designation	Signature
1	DR. SUMERA	Asst. Prof	
2	ARUNA DEVI C	Asst. Prof	
3	Prof. G. Prasanna Kumar	Asst. Prof (MBA-BU)	
4	VAIBHAV PATIL	Asst. Prof	
5	Dr. Srilakshmi Murthy-MH	Asst. Prof (MBA-BU)	
6	HARSHITH BABU V.S.	ASSISTANT PROFESSOR (MBA-BU)	
7	SHASHIKUMAR. C.R	ASST. PROF	
8	Dhwakara Venuman	Asst. Prof	
9	Leo Lawrence James	Asst. Prof	
10	Dr. Savita Bineedi	professor & head (m.com)	
11	Dr. Kurudavalli	Associate Prof.	
12	Sunitha	Asst. - Prof.	
13	Sara Kuthy. T.K	Asst. Prof	
14	Deepika H.C	Asst. Prof	
15	Sahana Shree. N	Asst. professor	
16	Faseeha Begum	Asst. Professor	
17	Dr. Karithas	Asst. Prof	
18	Sheema Shaheen	Asst. professor	
19	SRIVATSALA.V	Asst. Professor	
20	Ranjini K.S	Asst. Professor	
21	Vidhya Shoree. S	Asst. Prof	
22	Ashwini Basavraj	Asst. Professor	
23	Meghana. C	Asst. professor	
24	Dr. Lalim Suresh	Associate professor	
25	R. Gurunath	Asst. professor	
26	Hemant	Vice-Principal	
27	Dr. Savita Bineedi	prof. m.com	
28	T. NAYANA	Asst. Prof (MBA)	
29	Dr. Govind Krishna Prasad	professor	
30			

# Dayananda Sagar College of Arts, Science and Commerce

## Internal Quality Assurance Cell

### Minutes of the Meeting

Date: 15.02.22, Tuesday, Time: 3pm to 4 pm, Venue: MCA Seminar Hall

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A review meeting was held to assess the action plan and actions taken from June 2021 to January 2022. The following cells are included:

**Student Activity Cell**

**Bridge and Remedial Cell**


**Alumni Cell**

**Personal counselling & Mentoring Cell**

**Student's grievance cell**

**Institutional Social Responsibility**

The IQAC Coordinator provided a list of the cells that will be attending the meeting. Members of the cells were addressed by the vice principal and principal in order to improve the quality of the activities. Budget requirement to conduct activities for the cells also discussed in the meeting. Action plans and action taken documents verified. Stressed more on the quality activities to benefit all the students



**IQAC Coordinator**



**Vice-Principal**



**Principal**

**Members Present in the Meeting: Next Page**

# Dayananda Sagar College of Arts, Science and Commerce

Kumaraswamy Layout, Bengaluru – 560 111


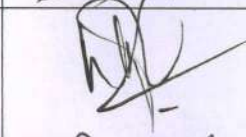
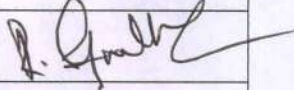
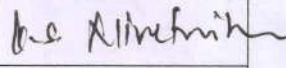
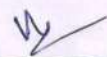
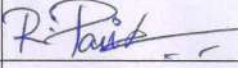
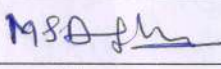
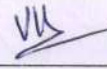
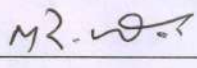
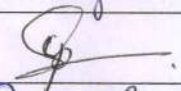
## Cell Head & Member Meeting

Venue: MCA Seminar Hall

Date: 15.02.2022

Time: 3.00p.m

### Members Present:-

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth Uppala	Vice-Principal & HOD	DSCASC & BCA	
3	Prof. Gurunath	IQAC Coordinator	DSCASC	
4	Prof. Meenakshi N P	Head	BCA/MCA	Meenakshi NP
5	Prof. Nivethitha K.S.	Member	BCA/MCA	
6	Prof. Vinutha	Member	BBA/B.Com	
7	Prof. V S Harshith Babu	Member	MBA	Absent
8	Prof. Sahana Shree N	Member	BBA/B.Com	Absent
9	Prof. Ameer Asra Ahmed	Member	MBA	Absent
10	Prof. <sup>R</sup> <sub>A</sub> Pavithra	Head	BBA/B.Com	
11	Prof. Diwakar	Member	BCA/MCA	
12	Prof. Vinutha	Member	BBA/B.Com	
13	Prof. Umesh	Member	BBA/B.Com	
14	Prof. V S Harshith Babu	Member	MBA	—
15	Prof. Sheema Shaheen	Head	BBA/B.Com.	SL SL 15/2/2022
16	Prof. Samyukta	Member	BCA/MCA	Samyukta
17	Prof. Shashi Kumar	Member	MBA	
18	Prof. Rekha M P	Member	BBA/B.Com.	Rekha MP 15/02/2022

19	Prof. Mukesh Soni	Member	BBA/B.Com.	M.S.
20	Prof.Sarakutty T K	Member	BCA/MCA	SK
21	Dr.Kadmbini Katke	Member	MBA	Absent
22	Prof. Rashmi S	Head	BBA/B.Com	R.S.
23	Prof. Samyukta	Member	BCA/MCA	Samyukta
24	Prof. B R Narasimha Murthy	Member	MBA	Absent
25	Prof. Sudarshan S	Member	BBA/B.Com	Sudarshan S
26	Prof. Deepika H C	Member	BBA/B.Com	Deepika
27	Prof. Usha C R	Member	BBA/B.Com.	U.C.R. 15/2/22
28	Prof. Leo Lawrance	Member	BCA/MCA	L.L.
29	Prof. Rajendra Kumar	Head	BBA/B.Com.	R.K. 15/2/22
30	<del>Prof. Ameer Asra Ahmed</del>	<del>Member</del>	<del>MBA</del>	_____
31	Prof. Ranjini K.S.	Member	BCA/MCA	R.K.S. 15/2/22
32	Prof.Faseeha Begum	Member	BBA/B.Com.	F.B. 15/2/22
33	Prof. Shalini Kumari	Head	BBA/B.Com	Shalini 15/02/2022
34	Prof. B R Narasimha Murthy	Member	MBA	Absent
35	Prof. Sunitha Kalyan	Member	BCA/MCA	S.K. 15/2/22
36	Mr. Manjegowda	Member	PE Director	M.M. 15/2/22
37	Prof. Samyukta	Member	BCA/MCA	Samyukta
38	Prof.Meghana C	Member	BBA/B.Com	M.C.



# Dayananda Sagar College of Arts, Science and Commerce

## Internal Quality Assurance Cell

Minutes of the Meeting

Date: 18.11.21, Monday, Time : 2:30pm to 3:30, Venue: MCA seminar Hall

Sr. No	Name of the Cell	Topics discussed	Activities planned	Dead lines
1	Sports Cell	Indoor Games Sports Competition NCC/NSS Budget For Sports Competitions	As a first priority, Indoor games to be conducted For all Dept. 2 days planned Involve and engage students in either NSS/NCC related activities.	01-12-2021 Dec 2021 and Jan 2022 Immediately
2	Yoga and Meditation	Yoga for students Yoga for faculties	Yoga for students followed by Yoga Competition planned once in every month	01-02-2022 Every 3rd Saturday
3	Eco Cell	Cell activities Waste management - activities Water conservation	Painting, ralleys, planned Poster preparation related to waste mgmt and Water conservation	Jan 2022 Jan 2022
4	Equal Oppurtunity Cell	Welfare Schemes Funding Councelling sessions University SC/ST Cell	On the department's main notice board, government or other sector welfare schemes/funding agencies for students from minorities, SC/ST, physically impaired, and other ethnic groups have to be shown. Plan to tie up with Bangalore University ST/SC cell	Immediate Jan 2022
5	Entrepreneur cell	Student Survey	Conducting a poll to assess student interest in becoming an entrepreneur, employee, or family business owner.	Immediate
6	ISR	Contribution to poor students	planned to identify a few neighboring schools and donate books and other educational items	Immediate
7	Infrastructure cell	policies for keeping and maintaining infrastructure	planned to prepare rules for infrastructure upkeep and maintenance	Immediate
8	Centre of Excellence	Strengthening CoE	CoEs have been identified in all departments; a few departments are performing well, thus it has been decided to extend it to MBA, BBA/B.Com, and M.Com departments.	Immediate

IQAC  
18/11/21

Vice-Principal

Principal

# Dayananda Sagar College of Arts, Science and Commerce

Kumaraswamy Layout, Bengaluru - 560 111

## Cell Head & Member Meeting

Venue: MCA Seminar Hall

Date: 18.11.2021

Time: 3.00 pm

### Members Present:

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth Uppala	Vice-Principal & HOD	DSCASC & BCA	
3	Prof. R.Gurunath	IQAC Coordinator	DSCASC	
4	Dr.Venkatesh B.R.	Head-Yoga and Meditation Cell	Director-MBA	
5	Prof. Rohini T.H.	Member	BBA/B.Com	
6	Dr.Srikanta Murthy M R	Member	MBA	
7	Prof. Deepika H C	Member	BBA/B.Com	
8	Prof. Hemanth Uppala	Head Centre for Excellence	HOD-BCA	
9	Prof. Muruges B.N.	Member	BBA/B.Com	
10	Dr. Suplab Kanti Podder	Member	BBA/B.Com	
11	Prof. Shalini Kumari	Head-ISR Cell	BBA/B.Com	
12	Prof. B R Narasimha Murthy	Member	MBA	
13	Prof. Vadiraj	Member	BBA/B.Com	
14	Prof. Diwakar	Member	BCA/MCA	
15	Prof.Meghana C	Member	BBA/B.Com	
16	Mr. Manjegowda	Head -Sports Cell	PE Director	
17	Prof. Vaibhav patil	Member	MBA	
18	Prof. Usha CR	Member	BBA/B.Com	
19	Prof. Leo Lawrance	Member	BCA/MCA	
20	Prof. Nivethitha K.S.	Member	BCA/MCA	
21	Prof. Sunitha Kalyan	Head-Eco Cell	BCA/MCA	
22	Prof. Sara Kutty	Member	BCA/MCA	
23	Prof. Ashwini Basavaraju	Member	BBA/B.Com	
24	Dr.Kadmbini Katke	Member	MBA	
25	Dr. Sumera Aluru	Member	MBA	
26	Prof. Anitha A	Member	BBA/B.Com	

# Dayananda Sagar College of Arts, Science and Commerce

Kumaraswamy Layout, Bengaluru – 560 111

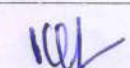
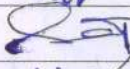
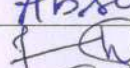

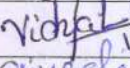
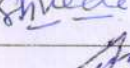

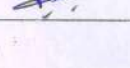
## Cell Head & Member Meeting

Venue: MCA Seminar Hall

Date: 18.11.2021

Time: 3.00 pm

### Members Present:

Sl. No.	Members Present	Designations	Department	Signature
27	Dr.Kavitha S.	Head Equal Opportunity Cell	BCA/MCA	
28	Prof. Sanjay H.R.	Member	Librarian	
29	Dr.Vijay Kumar J	Member	MBA	Absent
30	Prof.Faseeha Begum	Member	BBA/B.Com.	
31	Prof. Shashi Kumar	Member	MBA	
32	Prof. Vidhya Shree	Member	BBA/B.Com	
33	Dr.Savitha Trivedi	Head -E-Ship Cell	HOD-M.Com	
34	Col.Prasanna Kumar	Member	MBA	
35	Prof. Meenakshi	Member	BCA/MCA	

# DAYANANDA SAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

*Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru – 560078*

## **Internal Quality Assurance Cell**

MINUTES OF THE CRITERION MEETING

Name of the Criterion: **Research, Innovations and Extension**

Date: **31-08-2021**

Time: **2.30 PM**

Venue: Principal's Office Arena

### **Agenda:**

1. Discussion on Research club activities to be initiated
2. Research paper writing in collaboration (Inter disciplinary)
3. New MoU and Collaborations initiative
4. Extension activities.

### **Minutes:**

1. Vice-Principal instructed on faculty association in writing more research papers.
2. He also suggested that every Thursday 3 PM to 4PM is to be exclusively used for research activities and was supported by Principal and IQAC.
3. The committee also instructed the HoDs' to initiate more Collaborations with other universities/colleges and industries in order to have more quality research works and training programs.
4. The team stressed on signing functional MoU's with industries/universities to be established to have an enhanced experience for both research and incubation.
5. Vice-Principal also emphasized on conducting more extension activities, which has slowed down due to pandemic.

**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111

**INTERNAL QUALITY ASSURANCE CELL**

**Research Innovations and Extensions & Student Support and Progression**


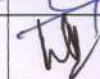
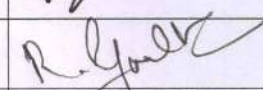
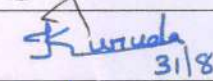
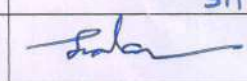
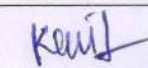

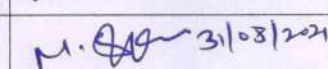
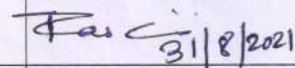
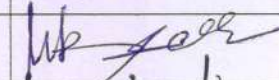
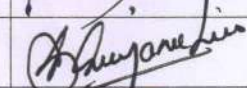
**Criteria 3 & 5**

Venue: Principal's Office

Date: 31.08.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth U	Vice-Principal & HOD	DSCASC & BCA	
3	Prof. Gurunath R.	IQAC Coordinator	DSCASC	
4	Dr. Kumudavalli M.V.	Head – Criterion 3	BCA/MCA	 31/8
5	Dr. Vijay Kumar J	Member	MBA	
6	Dr. Kavitha S	Member	BCA/MCA	
7	Prof. Niveditha K	Member	BBA/B.Com.	
8	Ms. Sheema Shaheen	Member	BBA/B.Com	Absent
9	Prof. Mukesh Soni	Head – Criterion 5	BBA/B.COM	 31/08/2021
10	Prof. Rashmi S	Member	BBA/B.COM	 31/8/2021
11	Prof. Nivethitha K.S.	Member	BCA/MCA	Absent
12	Prof. Srivatsala V	Member	BCA/MCA	Absent
13	Prof. B R N Murthy	Member	MBA	
14	Prof. Sriyank Levi	Member	MBA	

  
PRINCIPAL

**Dayananda Sagar College of Arts, Science and commerce**  
*Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru – 560078*

***Internal Quality Assurance Cell***

**Date: 23.08.21**

**Time: 11:00 Am**

**Venue: Principal's Office**

**Agenda**

The concerns related to the college's current NAAC procedure are discussed.

**Minutes**

The Principal and Vice-Principal addressed the heads of all departments regarding the status of current AQAR 20-21 and preparations for the remainder of Cycle 4's period. The coordinator of the IQAC offered suggestions for improving the quality of the activities to be carried out. The following are the issues that were considered during the meeting:

1. For final-year students, feedback will be collected manually. This will continue in the subsequent years as well.
2. The college website will be updated with fresh material, including a description of each department's objectives.
3. Demand Ratio
4. To provide career-related add-on programmes.
5. Alumni Association
- 6 To improve the college's research culture, faculty members share their ideas with their colleagues every week.

**Members Present:**

DAYANANDA SAGAR COLLEGE OF ARTS, SCIENCE AND COMMERCE  
Kumaraswamy Layout, Bengaluru – 560 111



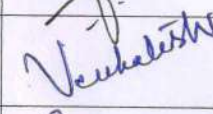
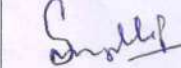
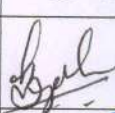
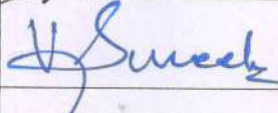

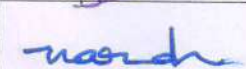
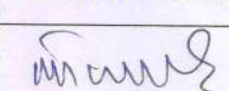
Director & HoD's meeting

Venue: Principal's Office

Date: 23.08.2021

Time: 03:00 pm

Members Present:

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth U	Vice Principal & HOD	DSCASC & BCA	
3	Dr. Venkatesh B R	Director	MBA	
4	Dr. Suplab Kanti Podder	HOD	BBA	
5	Prof. Murugesha B.N.	HOD	B.Com	
6	Prof. Suneetha V	HOD	MCA	
7	Dr. Savita Trivedi	HOD	M.Com.	
8	Prof. B.V.Narendra	Asst. Professor	B.Sc.	
9	Mr. M.J.Manjegowda	Coordinator	B.Sc.	

10. R. Gurnuralkh  
IQAAC Co-ord.  
DSCASC



# Dayananda Sagar College of Arts, Science & Commerce

Kumaraswamy Layout, Bangalore - 560098

## Internal Quality Assurance Cell (IQAC)

### Minutes of Meeting

Meeting: Criteria 1 & Criteria 2 of NAAC committee members

Date: 18/08/2021

Time: 2:30 PM

#### Agenda for the meeting:

1. To discuss on updates/reviews to be done for the academic year 2020-21 according to new formats
2. Planning for the academic year 2021-22 and 2022-23

#### Members who attended the meeting:

1. Dr. Nagaraj Shenoy, Principal & IQAC Chairman
2. Prof. Hemanth, Vice-Principal
3. Prof. Gurunath IQAC Co-ordinator
3. Dr. V Chandrasekhar Rao
4. Prof. Rekha MP
5. Prof. Shalini Kumari Rawani
6. Prof. Amir Ashra Ahmed
7. Prof. Rajender Kumar
8. Prof. Vinutha K
9. Prof. Niveditha K

#### Overview of Discussion:

- Vice-Principal, Mr. Hemanth Uppala welcomed Dr. Nagaraj Shenoy, Principal & Chairman of IQAC, Prof. Gurunath, Coordinator-IQAC and all the members of Criteria 1 & 2. He shared the necessities and relevance of conducting the meeting with members and stated that it was a part of series of review meetings that would focus on getting NAAC A++ accreditation to DSCASC in the Year 2023.
- Vice-Principal opined that the next review is of 4<sup>th</sup> cycle and it would require good efforts to have good accreditation and informed that all the members are expected to be well versed with the new changes in criteria 1 & 2 and their associated cells.



- Mr. Hemanth focussed mainly on those aspects of criterions 1 & 2 which brought down the NAAC score in 3<sup>rd</sup> cycle review.
- Mr. Hemanth has suggested to introduce new courses and certifications of minimum 30 hours of duration with 1 or 2 credits. He spoke about the need of feedback and suggested to get it done within 30<sup>th</sup> August 2021.
- He insisted on focussing more on criteria 1 to have good scoring.
- With relevance to criteria 2, Mr. Hemanth touched upon the aspects which have pulled down the scoring such as benefits to differently abled students, teaching learning process, COs, POs and PSOs.
- He has indicated that, as Karnataka State is going with implementation of NEP, departments may have the opportunity to include COs, POs and PSOs as part of changes in the courses.
- He suggested to create and propose the 'rewards and recognition' to faculty and students to motivate them to contribute further.
- He spoke on the mentoring process and revealed that a new document will be made available to record the same shortly.
- He discussed on website linking and uploading and suggested the members to pass on the content to Mr. Dharmendra Jadav for any website updating.
- Dr. Shenoy and Mr. Gurunath have expressed their views on the shortfalls and suggested to work on those aspects which scored less.
- Dr. Chandrasekhar Rao, Ms. Rekha MP, Ms. Shalini Rewani and others expressed their views and got their doubts clarified from Mr. Hemanth, Dr. Shenoy and Mr. Gurunath.
- Mr. Hemanth has suggested the members to refer Standard Operating Procedures issued by NAAC for guidance on various criteria.
- Vice Principal concluded the session by stating that SOPs and other documents will be shared with all the members shortly.

# Dayananda Sagar College of Arts, Science and Commerce

Kumaraswamy Layout, Bengaluru – 560 111

Internal Quality Assurance Cell



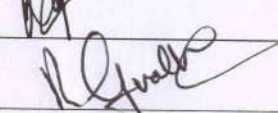
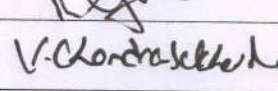
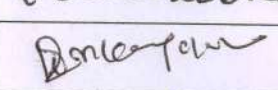
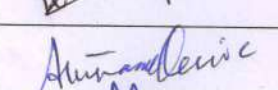
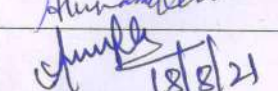
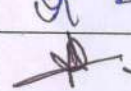
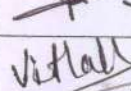
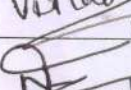
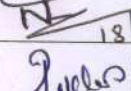
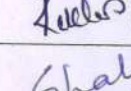
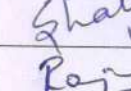
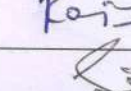
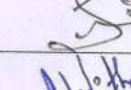
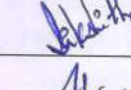
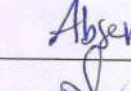
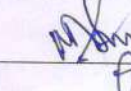
## Minutes of Meeting Criteria 1 & Criteria 2

Venue: Principal's Office

Date: 18.08.2021

Time: 2.30 pm

### Members Present

Sl.No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth U	Vice Principal & HOD	DSCASC & BCA	
3	Prof. Gurunath R.	IQAC Coordinator	DSCASC	
4	Dr. V. Chandrashekhar Rao	Head – Criterion 1	MBA	
5	Prof. Kohila Kanagalakshmi	Member	BCA/MCA	
6	Prof. Aruna Devi C	Member	BCA/MCA	
7	Prof. Ameer Asra Ahmed	Member	MBA	 18/8/21
8	Mr. Rajendra Kumar	Member	BBA/B.Com	
9	Mrs. Vinutha K	Member	BBA/B.Com	
10	Ms. Niveditha K	Member	BBA/B.Com	 18/8/21
11	Prof. Rekha M.P.	Head	BBA/B.Com	 18/08/2021
12	Prof. Shalini Kumari Rawani	Member	BBA/B.Com	 18/08/2021
13	Prof. Ranjini K.S.	Member	BCA/MCA	
14	Prof. Sunitha Kalyan	Member	BCA/MCA	
15	Prof. Deekshitha Gujarkar	Member	BBA/B.Com	 18/8/2021
16	Prof. Vidhya shree S	Member	BBA/B.Com	 Absent
17	Dr.Srikanta Murthy M R	Member	MBA	 18/08/2021
18	Prof. Sarah Merlyn	Member	MBA	

  
PRINCIPAL

# Dayananda Sagar College of Arts, Science and Commerce

## Internal Quality Assurance Cell

Minutes of the Meeting

Date: 15.11.21, Monday, Time : 2:30pm to 3:30, Venue: MCA seminar Hall

Sr. No	Name of the Cell	Topics discussed	Activities planned	Dead lines
1	Alumni Cell	Action plan Verified and suggested the new activities,	Regular Online Alumni Meet Department-wise Offline Mega Allumni meet for all departments clubbed	Departments' Convenient Date 2022, April, First Saturday
2	Career guidance & placement Cell	<b>Listing out eligible students</b> Declaration of Student's willingness to placements <b>Students are made aware of the dates of announcements of professional prospects and higher studies published in newspapers.</b> Weekly preparation for aptitude and other needed tests for each student.	To conduct a Session from placement officer, Sri. GuruVenkatesh	Immediately
3	Literary Cell	National Day Celebrations and Regional Day Activities Budget for conducting the events	Kannada Rajyostava	Nov, 2021
4	Anti-Ragging Cell	Placing anti-ragging posters in prominent locations throughout the college. The importance of anti-ragging shall be stressed to students. In their respective classes, the Student Class Representative should read about anti-ragging.	Placing Anti-Ragging posters Drug abuse Awareness Activity for UG	Immediately Before Feb 2022
5	Mentoring Cell	Organizing "Counselling Skill for Teachers" for 5 hours from CIL Other Counselling Sessions for Students ERP package with mentoring process	will be fully functional from January 22, Till then to follow the manual	On any Saturday immediately

*H. S. G. S.*  
15/11/21  
IQAC

*[Signature]*  
Vice-Principal

*[Signature]*  
Principal

# Dayananda Sagar College of Arts, Science and Commerce

Kumaraswamy Layout, Bengaluru – 560 111


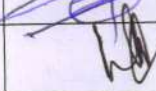
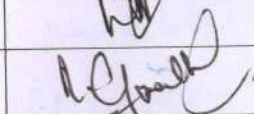
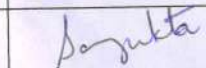
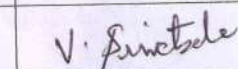
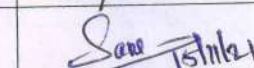
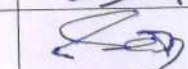
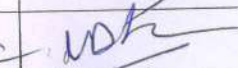
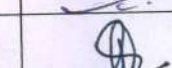
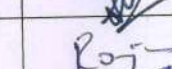
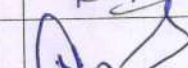

## Cell Head & Member Meeting


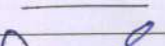
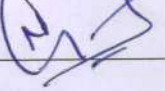
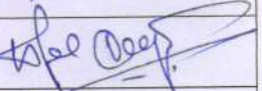
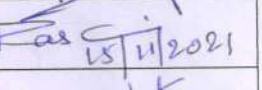
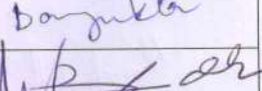
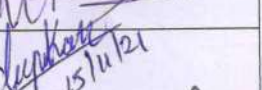
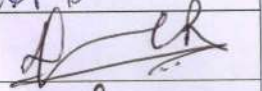

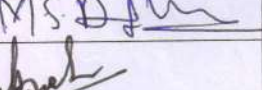
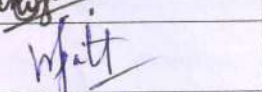
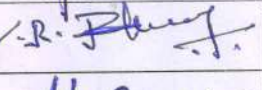
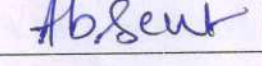
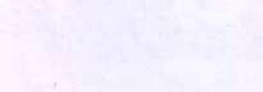
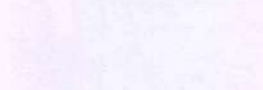

Venue: Principal's Office

Date: 15.11.2021

Time: 2.30 pm

Members Present:-

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth Uppala	Vice-Principal & HOD	DSCASC & BCA	
3	Prof. Gurunath	IQAC Coordinator	DSCASC	
4	Prof. Sheema Shaheen	Head	BBA/B.Com.	SL SL 15/11/21
5	Prof. Samyukta	Member	BCA/MCA	
6	Prof. Tejaswini	Member	MBA	Absent
7	Prof. Rekha M P	Member	BBA/B.Com.	Rekha M P 15/11/2021
8	Prof. Mukesh Soni	Member	BBA/B.Com.	M S 15/11/21
9	Prof. Sarakutty T K	Member	BCA/MCA	Absent
10	Dr. Kadmbini Katke	Member	MBA	Absent
11	Prof. Srivatsala V	Head	BCA/MCA	
12	Prof. Sahana Shree N	Member	BBA/B.Com	
13	Mr. Sanjay H.R.	Member	Library	
14	Mr. Dharmendra Rao Jadav .V	Member	MBA/IBAC	
15	Prof. Sangeetha Dayanand	Member	BBA/B.Com.	
16	Prof. Ranjini K.S.	Member	BCA/MCA	
17	Prof. Nayana T	Member	MBA	
18	Prof. Usha C R	Head	BBA/B.Com.	
19	Prof. Umesh	Member	BBA/B.Com	MR. U.

Sl. No.	Members Present	Designations	Department	Signature
20	Prof. Meenakshi	Member	BCA/MCA	
21	Prof. Mukesh Soni	<u>Member</u>	BBA/B.Com	
22	Prof. Nayana T	Member	MBA	
23	<u>Prof. Sangeetha Dayanand</u>	<del>Member</del>	<del>BBA/B.Com</del>	
24	Prof. Srinivas H P	Member	BBA/B.Com.	
25	Prof. Rashmi S	Head	BBA/B.Com	 15/11/2021
26	Prof. Samyukta	Member	BCA/MCA	
27	Prof. B R Narasimha Murthy	Member	MBA	
28	Prof. Deepika H C	Member	BBA/B.Com	 15/11/21
29	Prof. Usha C R	Member	BBA/B.Com.	
30	Prof Leo Lawrence	Member	BCA/MCA	
31	Prof. Diwakar	Head	BCA/MCA	
32	Prof. Murugesha B N	Member	BBA/B.Com.	
33	Prof. Vaibhav Patil	Member	MBA	
34	Prof. Rajendra Kumar	Member	BBA/B.Com.	
35	Prof. Rashmi M Umarji	Member	BBA/B.Com.	

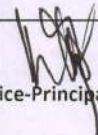
**Dayananda Sagar College of Arts, Science and Commerce**  
**Internal Quality Assurance Cell**

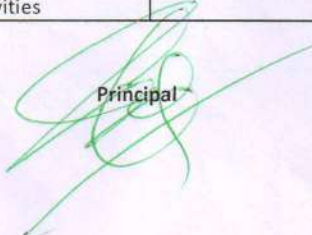
Minutes of the Meeting

Date: 16.11.21, Tuesday, Time : 2:30pm to 3:30, Venue: MCA seminar Hall

Sr. No	Name of the Cell	Topics discussed	Activities planned	Dead lines
1	MOOC Cell	Plan of Action about the conduction of new value-added programs from each department,	it was decided that 50% of total students should complete at least one online certification.	Departments' Convenient Date
2	Women's Dignity Cell	Conduction of a session by local police, and a wellknown lawyer about awareness of Women safety. Women's Day	at least two such sessions in the semester planned planned	Immediate  08.03.22
3	Student Grievance Cell	Solving various student issues  Student awareness about the class , syllabus, teacher, other academic activities, etc on a day-to-day basis	Design the process flow charts to guide the students issues for all the programs <b>Student Council initiation for all department</b> Class rooms should contain Calendar of events, Class time tables, Faculty details of respective classes.	Immediate
4	Research Cell	Inculcating research ideas among faculty members  Improving the number of publications by faculty and students  Attending and organizing FDP and Conferences	Journal Club initiated  At least 2 quality publications - each faculty/year  Reward System implemented  International Conference	May 2022, first week or second week International Conference planned for all the streams; decided to start the process from JAN 2022
5	Student Activity	Student club activities to be monitored and guide.	Farewell Day  Freshers Day  Ethnic Day  Celebrating National Festivals, and important dates	According to the dates that are most convenient
6	Bridge and Remedial Cell	Following the NEP , UGC guidelines Identification of slow and fast learners	Guide line preparation, separate Attendances, Question papers  Documentation of Bridge course Activities	Immediate

IQAC  
  
 16/11/21

  
 Vice-Principal

  
 Principal

# Dayananda Sagar College of Arts, Science and Commerce


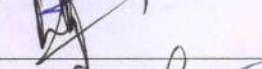
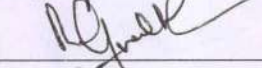
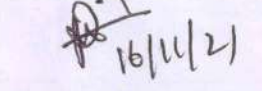
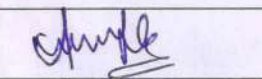
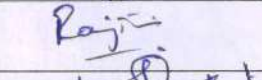
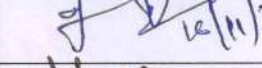
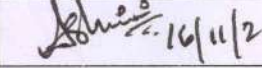
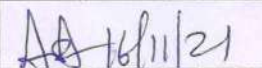
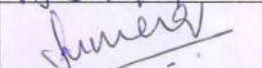
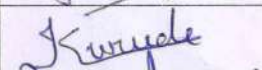

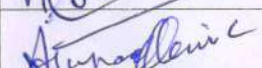
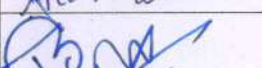
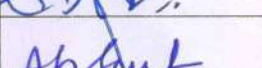
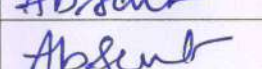
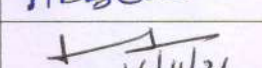
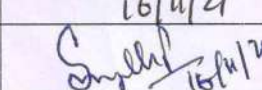
Kumaraswamy Layout, Bengaluru – 560 111

## Cell Head & Member Meeting

Venue: MCA Seminar Hall Date: 16.11.2021

Time: 2.30 pm

### Members Present:-

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Hemanth Uppala	Vice-Principal & HOD	DSCASC & BCA	
3	Prof. Gurunath R	IQAC Coordinator	DSCASC	
4	Prof. Rajendra Kumar	Head Student's Grievances Redressal Cell	BBA/B.Com.	 16/11/21
5	Prof. Ameer Asra Ahmed	Member	MBA	
6	Prof. Ranjini K.S.	Member	BCA/MCA	
7	Prof. Faseeha Begum	Member	BBA/B.Com.	 16/11/21
8	Prof. Ashwini Basavaraj	Head Women's Dignity Cell	BBA/B.Com	 16/11/21
9	Prof. Anitha A	Member	BBA/B.Com	 16/11/21
10	Dr. Sumera Aluru	Member	MBA	 Sumera
11	Dr. Kumudavalli M.V.	Member	BCA/MCA	 Kumudavalli
12	Dr. Srikanta Murthy M R	Member	MBA	 Srikanta
13	Prof. Aruna Devi C	Head Online Learning Cell	BCA/MCA	 Aruna Devi C
14	Dr. C B Venkatakrishna Prasad	Member	MBA	 C B Venkatakrishna Prasad
15	Prof. Rohini T.H.	Member	BBA/B.Com	 Absent
16	Prof. Rashmi M Umarji	Member	BBA/B.Com	 Absent
17	Dr. Salini Suresh	Head Research and IPR Cell	BCA/MCA	 16/11/21
18	Dr. Suplab Kanti Podder	Member	HOD-BBA	 Suplab Kanti Podder 16/11/2021

Sl. No.	Members Present	Designations	Department	Signature
19	Dr. Vijay Kumar J	Member	MBA	Absent
20	Dr. Kavitha S.	Member	BCA/MCA	Absent
21	Dr. Chetan Shetty	Member	MBA	Letan
22	Prof. Sheema Shaheen	Member	BBA/B.Com.	SL S/ 16/11/21
23	Prof. Niveditha K	Member	BBA/B.Com.	R. N. 16/11/21
24	Prof. Meenakshi N P	Head Student Activity Cell	BCA/MCA	A.
25	Prof. Nivethitha K.S.	Member	BCA/MCA	W
26	Prof. Vinutha	Member	BBA/B.Com	Vithal
27	Prof. V S Harshith Babu	Member	MBA	Harshith Babu
28	Prof. Sahana Shree N	Member	BBA/B.Com	Sana 16/11/21
29	Prof. R. Pavithra	Head Bridge & Remedial class	B.BA/B.Com	R. Pavithra 16/11/21



## Proceedings of NAAC preparedness – August 2021

August 17, 2021

**Ref: Meeting held over Zoom on August 17, 2021, 5:30 PM**

Members Present: Vice Chairman, Sri Jairaj – Advisor (Meeting Chair), Prof. Khincha - Advisor , Dr.KNB. Murthy – Vice Chancellor (DSU); Delegations : from participating institutes –DSCASC, DSU, DSATM, and DSBA

**DSCASC:**

**Agenda for meeting:-**

1. Action taken plan on the last meeting proceedings.
2. NIRF rankings and other matters.

The meeting was called to assess DSCASC college readiness in preparation for NAAC accreditation. On behalf of DSCASC, Dr. Nagaraj Shenoy, Principal, Prof. Hemanth Uppala, Vice-Principal, and Prof. R.Gurunath, IQAC Coordinator, were present.

Prof. R.Gurunath gave an update on the NAAC's readiness. He began by setting out the steps taken in response to the issues mentioned at the previous meeting, such as preparing a report of key shortcomings and conducting an external audit.

The following criteria-based deficiencies and accomplishments were highlighted during the presentation:

Criteria	Shortfalls	Achievements
1	To conduct more value Added programs	Completed :2, Ongoing :2
2	Innovation in teaching & learning, Teacher recognition, and reforms in CIE system	Use of online tools, NPTEL awards, Moodle usage
3	Research grants, funds, awards, extension activities,	Standard Journal Publications, Vaccination drive, collaboration, Functional MOUs, Patent Registration
4	Smart classrooms, Wi-fi speed, Computer lab upgradation, Library remote access , Ebooks and databases subscription	Digital Access Control for the Library, increase of library accession,
5	Student Scholarships and free ships, Language lab, Alumni contribution	Student progression
6	Institution Management Information System, Welfare schemes for staff & faculties, parent – Teacher Association	Conducted Internal Audits for the year 2018-19 & 2019-20 External Audits planned next month. Reward scheme
7	Functional MOUs, Green and Energy Audit	Green and energy audits are being pursued through the Centre for Environment Education

He also spoke on the state of AQAR 20-21, a series of criteria meetings on the new AQAR format, development over the last two months i.e. May and June 2021, MCA and B. Com Ranks, and the NIRF status (awaiting results).

Dr. KNB Murthy advised doing quality activities, whereas Dr. Kincha was concerned about filling the gaps. Sri. Jairaj advised to follow the instruction given by dignitaries. When it came to the college's NAAC rating, Vice Chairman instructed the institution to correct all shortcomings as soon as possible by obtaining the necessary sanctions and approvals from management.

**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111

**Governance, Leadership and Management – Criteria 6**


Venue: Principal's Office

Date: 11.08.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath R.	IQAC Coordinator	DSCASC	
3	Dr. Kadambini Katke	Head – Criterion 6	MBA	
4	Dr. Salini Suresh	Member	BCA/MCA	
5	Prof. Ashwini Basavaraj	Member	BBA/B.Com	 11/8/21
6	Mrs. Nayana T	Member	MBA	 for report
7	Mrs. Rashmi Akshay Yadav	Member	BBA/B.Com	Absent

  
PRINCIPAL

# DAYANANDA SAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

*Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru – 560078*

## *Internal Quality Assurance Cell* MINUTES OF THE CRITERION MEETING

Name of the Criterion: **Research, Innovations and Extension**

Date: **06-08-2021**

Time: **2.30 PM**

Venue: Principal's Office

### **Agenda:**

1. Discussion on AQAR new format (2021)
2. Regarding AQAR Supporting Documents for the year 2019-2020

### **Minutes:**

1. Principal sir suggested on creating a reference manual on the best practices of Criteria 3 in accordance with the A++ grade affiliated colleges.
2. He briefed the team on every QnM and QIM questions under Criteria 3.
3. IQAC head guided on how to fill the Data Sheets.
4. ISR and Research cells were instructed on initiating events for the coming semester.

# Dayananda Sagar College of Arts, Science & Commerce

Kumaraswamy Layout, Bangalore - 560098

## Internal Quality Assurance Cell (IQAC)

### Minutes of Meeting

Meeting: Criteria 1 of NAAC committee members

Date: 05/08/2021

Time: 2:30 PM

Periodic meeting of Criteria 1 has commenced as scheduled, at 2:30 pm on 5<sup>th</sup> August 2021.

#### Agenda for the meeting:

1. To discuss on the updates/reviews to be done for the academic year 2020-21
2. Planning for the academic year 2021-22

#### Members attended the meeting:

1. Dr. Nagaraj Shenoy, Principal & IQAC Chairman
2. Dr. Gurunath IQAC Co-ordinator
3. Dr. V Chandrasekhar Rao
4. Ms. Aruana Devi
5. Ms. Amir Ashra Ahmed
6. Mr. Rajender Kumar
7. Ms. Vinutha K
8. Ms. Niveditha K

#### Overview of Discussion:

- The IQAC chairman welcomed all the members and briefed the background for the conduction of the Meeting. He has stated that it was a review meeting relevant to ongoing process for getting NAAC A++ certification to DSCASC in the next review cycle (Year 2023).
- Chairman opined that all the members are to be well versed with the requirements and information of criteria 1, associated cells.
- Mr. Shenoy has suggested members to have benchmark Self-Assessment Reports <sup>SSR</sup> SAR (reports of colleges with NAAC A++) as guidance.
- Chairman has advised members that the documentation of the information should be taken care in regular basis and the data relevant to academic year 2021-22 has to be updated within the stipulated timing according to the new formats.

- He has insisted on having regular fortnight meeting of Criteria 1 members to discuss on updates and actions to be taken.
- Chairman has read out the requirements under criteria 1 and discussed the areas to be focussed.
- Mr. Gurunath, IQAC Co-ordinator has supported and added his opinion on having benchmark <sup>SSR</sup> SAR and going with regular meetings and updating.
- Ms. Aruna Devi, Mr. Rajender Kumar and other participants expressed their opinion on the points discussed and all the members from different courses and DSCASC have accepted to follow the suggestions given by Dr. Shenoy.
- Mr. Chandrasekhar Rao, Criteria1 head has announced the next meeting date of Criteria 1 as 9/8/2021 (Monday).
- Chairman has closed the session by announcing that there will be monthly meeting of that sort.

V. Chandrasekhar Rao  
(18/2021)

Dr. V. Chandrasekhar Rao  
Professor.  
Criteria-1 head.

**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111


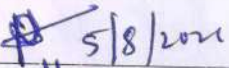


**Minutes of Meeting**

Venue: Principal's Office

Date: 05.08.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath	IQAC Coordinator	BCA/MCA	
3	Dr. V. Chandrashekhar Rao	Head – Criterion I	MBA	V. Chandrashekhar Rao 5/8/21
4	Prof. Kohila Kanagalakshmi	Member	BCA/MCA	Absent
5	Prof. Aruna Devi C	Member	BCA/MCA	Aruna Devi C 5/8/2021
6	Prof. Ameer Asra Ahmed	Member	MBA	
7	Mr. Rajendra Kumar	Member	BBA/B.Com	 5/8/2021
8	Mrs. Vinutha K	Member	BBA/B.Com	 5/8/21
9	Ms. Niveditha K	Member	BBA/B.Com	 5/8/21

  
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**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111


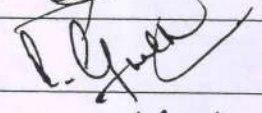
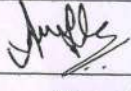
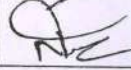
**Minutes of Meeting**

Venue: Principal's Office

Date: 05.08.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath	IQAC Coordinator	BCA/MCA	
3	Dr. V. Chandrashekhar Rao	Head – Criterion I	MBA	V. Chandrashekhar Rao 5/8/21
4	Prof. Kohila Kanagalakshmi	Member	BCA/MCA	Absent
5	Prof. Aruna Devi C	Member	BCA/MCA	Aruna Devi C 5/8/2021
6	Prof. Ameer Asra Ahmed	Member	MBA	
7	Mr. Rajendra Kumar	Member	BBA/B.Com	5/8/2021
8	Mrs. Vinutha K	Member	BBA/B.Com	Vinutha K 5/8/21
9	Ms. Niveditha K	Member	BBA/B.Com	 5/8/21

  
PRINCIPAL

# DAYANANDA SAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

ShavigeMallechwara Hills, Kumaraswamy Layout, Bengaluru – 560078

## *Internal Quality Assurance Cell*

### MINUTES OF THE CRITERION MEETING

Name of the Criterion: Student Support and Progression

Date: 04/08/2021

Time: 2:30 pm – 4:00 pm

Venue: Principal's Office

#### **Agenda:**

1. To discuss the new format of Criteria V AQAR
2. To strengthen cells related to Criteria V

#### **Minutes:**

1. Criteria V members were instructed to review the minimum 10 SSR of A++ colleges and submit a report to IQAC within a week. The SSRs and the report should be documented.
2. It was emphasized that there should be a Criteria meeting in every 15 days to review the progress of the work assigned.
3. The Progress of Criteria will be reviewed once in a month by the IQAC.
4. It was stressed that all the events should be documented with proper photographs and upload on social media platforms and college website without fail.
5. Placement data must be reviewed and documented.
6. To improve the scholarship beneficiaries numbers, the Equal Opportunity Cell should prepare a plan of action.
7. A meeting should be conducted with the Equal Opportunity Cell.
8. It was instructed that a general SOP should be created to meet the students' grievances and should be submitted next week.
9. It was suggested that an appropriate mechanism should be designed to follow up students' progress for higher education.
10. Students Activity Cell and Alumni Cell should be strengthened to meet the requirements of Criteria V.



**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111

**Minutes of Meeting**

Venue: Principal's Office


Date: 04.08.2021

Time: 2.30 pm

**Criteria 5- Student Support and Progression**

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath	IQAC Coordinator	BCA/MCA	 04/08/21
3	Prof. Mukesh Soni	Head	BBA/B.COM	 04/8/21
4	Prof. Rashmi S	Member	BBA/B.COM	 04/8/2021
5	Prof. Nivethitha K.S.	Member	BCA/MCA	 4/8/2021
6	Prof. Srivatsala V	Member	BCA/MCA	 4/8/2021
7	Prof. B R N Murthy	Member	MBA	
8	Prof. Sriyank Levi	Member	MBA	

  
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**Dayananda Sagar College of Arts, Science and Commerce**  
*Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru – 560078*

***Internal Quality Assurance Cell***  
MINUTES OF THE CRITERION MEETING

**Criterion II: Teaching – Learning and Evaluation**

**Date:** 23<sup>rd</sup> July 2021

**Time:** 2.30 to 4.00 PM

**Venue:** Principal's Office

**Agenda:**

1. Review of the previous meeting
2. Preparation required for next NAAC peer team visit to the campus on 2023
3. Listing of certain activities to be done
4. Segregation of Slow learner and Fast Learners
5. Discussion on Experiential Learning, Course outcome
6. Calendar of Event
7. Counselling and Mentoring
8. Teachers use ICT enabled tools for effective teaching-learning process

**Minutes:**

In view of NAAC peer team visit criteria 2 members were updated about the preparations to be done to before the NAAC peer team visit to the campus in 2023

1. Department-wise design an evaluation process to segregate fast learners and slow learners later prepare appropriate curriculum to benefit both the group of students respectively.
2. All the members were instructed to collect SSR of top 10 NAAC A+ accredited Management/ Commerce University affiliated colleges pertaining to Criteria 2 and refer to the best practices that they are practicing which can be inculcated in DSCASC
3. With regard to experiential learning, every subject teacher must provide supporting document of the methods adopted by them in their classroom with proper photographs.
4. Every subject faculty must submit their individual subject's outcome and objective and the same has to be displayed and communicated to the students.
5. With regard to question 2.6.2 to collect information as to how evaluation of the program outcome or the course outcome is done.
6. Every department must inculcate Internal Assessment scheduled in its individual department.
7. Grievance & Redressal cell-SAMRAKSHA must prepare a circular and frequently update the students to approach the HOD's of their concerned department if they have any queries or dissatisfaction with regard to the Internal Assessment and details of the same has to be maintained in the individual department with regard to the date the grievance letter was submitted and the date when the issues was resolved.

8. Criteria head must conduct a meeting with their members every 15 days and once in a month a meeting with Principal and IQAC.
9. Every department must follow any event conduct offline or online the report for the same along with Photographs which is to be submitted the very next day to the event.

**Note:**

- Every photograph taken must be in JPG format
  - All photograph taken must be geo-tagged
10. In case of event conducted online screenshots of the event along with the participant details must be taken. Or at the end of the event the event organizers need to make sure all the participants to be on video mode and later take screenshot of the same.

**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru – 560 111

**Minutes of Meeting**

Venue: Principal's Office

Date: 23.07.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath	IQAC Coordinator	BCA/MCA	
3	Prof. Rekha M.P.	Head	BBA/B.Com	Rekha M.P. 23/07/2021
4	Prof. Shalini Kumari Rawani	Member	BBA/B.Com	Shalini 23/07/21
5	Prof. Ranjini K.S.	Member	BCA/MCA	Ranjini 23/7/21
6	Prof. Sunitha Kalyan	Member	BCA/MCA	Sunitha 23/07/2021
7	Prof. Deekshitha Gujarkar	Member	BBA/B.Com	Deekshitha 23/7/21
8	Prof. Vidhya shree S	Member	BBA/B.Com	Vidhya 23/7/21
9	Dr.Srikanta Murthy M R	Member	MBA	M.R. Srikanta 23/07/2021
10	Prof. Sarah Merlyn	Member	MBA	Sarah Merlyn 23/7/21

  
PRINCIPAL

**DAYANANDA SAGAR COLLEGE OF ARTS SCIENCE AND  
COMMERCE**

*Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru – 560078*

***Internal Quality Assurance Cell***

**MINUTES OF THE CRITERION MEETING**

Name of the Criterion: **CRITERION VII**

**–INSTITUTIONAL VALUES AND BEST PRACTICES**

Date: **15<sup>th</sup> and 16<sup>th</sup> July 2021**

Time: 2:30 to 3:30

Venue: Principal's Office

**Agenda:**

1. Review of the previous meeting decisions.
2. Review of Criterion VII for AQAR 20-21 with respect to NAAC's revised AQAR guidelines.
3. Formation of a committee to monitor adherence to the Code of Conduct
4. Allocation of jobs based on AQAR to members of Criterion VII.
5. Review of the action plan of different cells associated with Criterion VII for the academic year 21-22.

**Minutes:**

1. Advices from Principal & IQAC.
  - a. Ten A++ Colleges SSR to be downloaded for reference.
  - b. Regular criteria meetings to be conducted once in 15 days.
  - c. Regular criteria meetings to be conducted with IQAC and associated cells once in a month.
  - d. Regular updation of activities on the college website / Social media / Print media.
2. Decided on the changes to be made in AQAR 20-21 with respect to NAAC's revised AQAR guidelines.
3. A committee to monitor adherence to the Code of Conduct was formulated under the leadership of Prof.Col.Prasanna Kumar.
4. Decided to update the photographs with Geo tag.
5. Requested all cells associated with criterion VII to send their Annual Report of 2020-21.
6. Collection of information from associated cells pertaining to Criterion VII.
7. Proposal for Green Audit and Energy Audit.
8. The action plan of different cells associated with Criterion VII for the academic year 21-22 was approved by the criteria members.

**Dayananda Sagar College of Arts, Science and Commerce**  
Kumaraswamy Layout, Bengaluru - 560 111

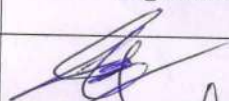
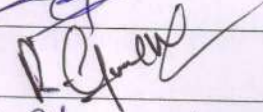
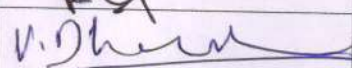

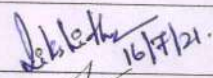
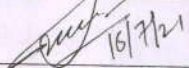
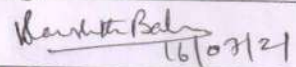
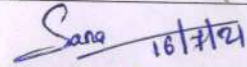
**Minutes of Meeting**

Venue: Principal's Office

Date: 16.07.2021

Time: 2.30 pm

**Members Present**

Sl. No.	Members Present	Designations	Department	Signature
1	Dr. Nagaraj Shenoy	Principal	DSCASC	
2	Prof. Gurunath	IQAC Coordinator	BCA/MCA	
3	Mr. Dharmendra Jadav Rao V	Senior Manager	BBA/B.Com /MDA	
4	Prof. Sarakutty T.K.	Head	BCA/MCA	
5	Prof. Dikshitha Gujarkar	Member	BBA/B.Com	 16/7/21
6	Col. Prasanna Kumar	Member	MBA	 16/7/21
7	Prof. Harshith Babu	Member	MBA	 16/07/21
8	Prof. Sahana Shree N	Member	BBA/B.Com	 16/7/21

  
PRINCIPAL