

ಪೊಂಪೈ ಕಾಲೇಜು ಐಕಳ
ಐಕಳ ಅಂಚೆ
ಮಂಗಳೂರು - 574141



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Re-accredited by NAAC with 'A' Grade - CGPA 3.31

21.11.2020


Dear Sir/ Madam,

The meeting of IQAC of the College is convened on November 30, 2020, at 3.30 pm in the Audio-Visual hall of our College. The IQAC of the College greatly values the involvement of every member in its functioning. Hence, hereby we request you to be present and give your valuable suggestions towards enhancing quality in Higher Education in our college.











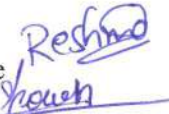
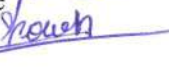
Agenda

- Welcome
- Minutes of the previous meeting
- Follow up of the last meeting's resolutions.
- Future Plans
- Any other matter


Dr Victor Vaz E
IQAC Coordinator
INTERNAL QUALITY ASSURANCE CELL
POMPEI COLLEGE, AIKALA - 574 141


Dr Purushothama K.V.
Principal
POMPEI COLLEGE
AIKALA POST - 574 141
MANGALORE, D.K.

To,

1. Mr Yogindra B. NAAC Coordinator 
2. Ms Silvia Pais, Member, IQAC 
3. Mr Steevan Ullas DCunha, Management Representative
4. Mr Prasad, External Expert- Industry 
5. Mr Alwyn Stany Saldanha, Entrepreneur, Local Society Nominee 
6. Ln Shambhavi Shivaram Shetty, External Expert - Woman Entrepreneur 
7. Br John Pereira, Superior, Christian House, Bajpe, PTA representative 
8. Mr Sharath Shetty, Journalist, Alumni Representative 
9. Mr Rocky G Lobo, Manager, Pompei College 
10. Dr Gunakar S., Department of Commerce, Member 
11. Dr Richard Sequeira, Department of Commerce, Member 
12. Ms Reshma Sharal Misquith, III B.Com. Class Representative - Student Representative 
13. Mr Shawn Staulin D'Almeida III B.A. Class Representative - Student Representative 

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INTERNAL QUALITY ASSURANCE CELL(IQAC)

MINUTES

Proceedings of the meeting of the Internal Quality Assurance Cell (IQAC) held on 30.11.2020 at 3.30 p.m. in Audio Visual Hall of the College.

Agenda:

1. The meeting commenced with a silent Prayer
2. Dr Victor Vaz E. IQAC Coordinator, with an introduction to the meeting welcomed everyone warmly to the programme.
3. Points of discussion
 - a) Dr Victor Vaz E. IQAC Coordinator presented the minutes of the previous meeting and the report was duly approved.
 - b) Dr Purushothama K.V., Principal presented the action taken report of the last meeting's resolutions.
 - c) i. Under the point, current status and perspective plan for the development of the college, discussions were carried on with regard to guest lectures to be conducted, the status of add on and certificate courses.
 - ii. Discussion was carried on with regard to Internships and MOUs. It was discussed to have MOUs with NITK, Concetta Hospital, Prajna Counseling Centre with regard to the

counseling to the students in the college. It was decided to entrust responsibility to Mr Yogindra B. to make arrangements.

iii. It was decided to start a meditation center, Student clinic and counseling center in the College.

iv. Various aspects of Campus Development, such as planting a few areca nut plants in the campus, a few aspects of gardening and maintenance of parking was discussed:

v. An aspect of feedback from the employer was also discussed.

vi. Principal briefed about AQAR status.

d) i. On the point of discussion any other matter, Mr Prasad, GM, Canara Lighting, highlighted the importance of Curriculum audit and internal audit by the faculty.


ii. Br John Pereira, Superior, Christian House Bajpe, asked to get sponsors for the renovation of garden. He said, he has received good feedback on online classes when he enquired with students. He also said that some students have expressed their helplessness in not being able to attend the classes due to poor connectivity. He said, a few students from North East may join if hostel provided and different combination of subjects are offered.

iii. Mr Sharath Shetty Journalist opined that there is a need to conduct orientation programme in PU Colleges.

iv. Mr Steevan Ullas D Cunha, Vice President, Kirem said to strengthen the number of students, programmes have to be conducted to attract students.

v. The meeting was concluded with vote of thanks proposed by Mr Yogindra B., NAAC Coordinator.

Members present:

- | | | |
|-----------------------|----------------------------------|---|
| 1. Dr Purushothama KV | Principal |  |
| 2. Dr Victor Vaz E | IQAC Coordinator |  |
| 3. Mr Yogindra B. | NAAC Coordinator |  |
| 4. Ms Silvia Pais | Member, IQAC |  |
| 5. Mr Prasad | GM, Canara Lighting |  |
| 6. Br John Pereira | Superior, Christian House, Bajpe |  |

7. Mr Steevan Ullas DCunha, Management Representative
8. Mr Alwyn Stany Saldanha, Entrepreneur, Local Society Nominee *Alwyn*
9. Ln Shambhavi Shivaram Shetty, External Expert -Woman Entrepreneur *S*
10. Mr Sharath Shetty, Journalist, Alumni Representative *Sharath*
11. Mr Rocky G Lobo, Manager, Pompei College *Rocko*
12. Dr Gunakar S., Department of Commerce, Member *J.S.*
13. Dr Richard Sequeira, Department of Commerce, Member *R. Sequeira*
14. Ms Reshma Sharal Misquith, III B.Com. Class Representative - Student Representative *Reshma*
15. Mr Shawn Staulin D'Almeida III B.A. Class Representative - Student Representative *Shawn*

[Signature]
Co ordinator
INTERNAL QUALITY ASSURANCE CELL
POMPEI COLLEGE, AIKALA - 574 141

[Signature]
PRINCIPAL
POMPEI COLLEGE
AIKALA POST - 574 141
MANGALORE, D.K.

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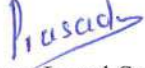






INTERNAL QUALITY ASSURANCE CELL(IQAC)

Notice for the meeting


You are hereby cordially invited to attend a meeting of the Internal Quality Assurance Cell (IQAC) of Pompei College along with the criterion heads Criterion heads on 03.04.2021 at 10.00 a.m. in Audio Visual Room to make short presentation and have a discussion on all the criteria. Dr Purushothama K.V., Principal – Chairperson of IQAC will preside over the meeting. Members are requested to be present for the meeting.

Agenda


1. Silent Prayer
2. Introduction and Welcome Speech
3. Minutes of the previous meeting
4. Points of discussion:
 - a. Criterion wise presentation
 - b. Views by members
 - c. Information about the AQAR 2019-20 by Mr Yogindra B., NAAC Coordinator
5. Presidential Remark
6. Vote of thanks

Name	Designation	Signature
1. Mr Yogindra B.	NAAC Coordinator	
2. Ms Silvia Pais,	Member, IQAC	
3. Mr SteevanUllas DCunha, Management Representative		
4. Mr Prasad, External Expert- Industry		
5. Mr Alwyn Stany Saldanha, Entrepreneur, Local Society Nominee		
6. Ln Shambhavi Shivaram Shetty, External Expert -Woman Entrepreneur		
7. Br John Pereira, Superior, Christian House, Bajpe, PTA representative		
8. Mr Sharath Shetty, Journalist, Alumni Representative		
9. Mr Rocky G Lobo, Manager, Pompei College		
10. Dr Gunakar S., Department of Commerce, Member/ Criteria III		

11. Dr Richard Sequeira, Department of Commerce, Member/ Criteria VI *Sequeira*
12. Ms Reshma SharalMisquith, III B.Com. Class Representative - Student Representative *Reshma*
13. Mr Shawn StaulinD'AlmeidaIII B.A. Class Representative - Student Representative *Shawn*
14. MrNemichandra Gowda, Criteria V *Nemichandra*
15. Mr James Oliver, Criteria IV *James*
16. Dr S.A. Manjunath, Criteria VII *Manjunath*
17. MrThilak Gowda, Criteria I *Thilak*
18. MrsChandrika, Criteria II


Dr Victor Vaz E
IQAC Coordinator

Place: Aikala
Date: 18.03.2021


Dr Purushothama K.V.
Principal

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INTERNAL QUALITY ASSURANCE CELL(IQAC)

Minutes of the Meeting

The minutes of the meeting of IQAC and heads of Criteria conducted on 03.04.2021 at 10.00 a.m. in Audio Visual Room is as follows:

1. The meeting commenced with silent prayer.
2. Dr Victor Vaz E., IQAC Coordinator, introduced and welcomed everyone to the meeting.
3. The minutes of the previous meeting was presented by Dr Victor Vaz E., IQAC Coordinator and thereafter the minutes of the meeting was approved.
4. Points of discussion:

- a. The criterion-wise presentation was as follows:

Criterion I: MrThilak Gowda, head of the criterion I in his briefing highlighted the progress of feedback collection and documentation with regard to the participation of staff in BOS, BOE and in other University bodies. He also initiated discussion on the existing add-on, certificate and value-added courses and an evaluation was made. It was suggested to improve the existing courses. Members suggested to start the courses which are very relevant from the point of view of employability of the students in the job market. The following courses were suggested: Yoga, Certificate course on basic computers, Certificate course on DTP, Certificate course on accounting, Basic Accountancy, GST, Spoken English etc. The responsibility of Coordinating these courses was entrusted to Ms Silvia Pais, Department of Commerce. A discussion was also carried on about feedback from the students on teacher, feedback on course, feedback from the parents and other stakeholders to be collected.

Criterion II: Mrs Chandrika, head of the criterion made presentation on the existing ICT tools for academic activities and it was felt by the members to introduce new ICT tools for classroom teaching, reforms in the examination system - open book test, forming of Internal Squad and digitalization of examination process. Discussion was carried on about e-Resources and funding agencies. It was decided to ask the HODs of all the departments to prepare the programme outcome, programme specific outcome and course outcome. It was also decided to conduct Student Satisfaction Survey as per the guidelines of NAAC.

Criterion III: The coordinator of the Criterion III Dr Gunakara S. highlighted the need to mobilize resources for research activities, Memorandum of Understanding with regard to research activities, inter-institutional, inter- collegiate and Collaborative research activities. After discussion it was agreed

on to organize Skill Development programmes, career orientation programmes for the final year students under Career Guidance Cell.

Criterion IV: Mr James Oliver, the coordinator of the Criterion made presentations on infrastructural facilities, library sources and Maintenance of the campus infrastructure. After discussion it was agreed on to have a meditation room and First Aid Clinic.

Criterion V: Mr Nemichandra G, Coordinator of criterion made presentations on bridge courses, remedial classes, tutorial and mentoring. Suggestion was made to start Personal Counseling Cell for the needy students.

Criterion VI: Mr Richard Sequeira, Coordinator, Criteria VI briefed about vision and mission of the institution and strategies for human resource development. It was discussed to enhance the quality of teaching teachers need to attend FDPs, refresher course, staff enrichment programmes and national and international level conferences and seminars etc. It was agreed on to encourage students to participate in the programmes organized by other institutions. Reviewed the services provided to the staff such as ESI, EPF, maternity leave and also services provided to the students such as midday meals, scholarships, medical checkup and uniform for deserved students. It was also decided to conduct more programmes on professional development and administrative training.









Criterion VII: Dr S.A. Manjunath, Coordinator of Criterion briefed about bio-energy, solar energy, compost, waste bin etc. he also briefed about the importance of programmes by Women's Cell and Anti Sexual Harassment Cell to achieve gender equity. Discussions were carried on with regard to best practices in the institution. Decided to bring out handbooks for various stakeholders.

Under the agenda views by members, Mr Prasad, External Expert- Industry expressed satisfaction and asked to have MOU to conduct career related programmes. Br John Pereira, Superior, Christian House, Bajpe, PTA representative appreciated the online classes conducted during the Covid pandemic.

Under the agenda the information about the AQAR 2019-20 by Mr Yogindra B., NAAC Coordinator, he informed that the AQAR for the year 2019-20 is edited with supportive document for the uploading.

Dr Purushothama K.V. in his Presidential Remark spoke about the progress of the college during the pandemic.

The meeting was concluded with a vote of thanks proposed by Dr Victor Vaz E., IQAC Coordinator.

Name	Designation	Signature
1. Mr Yogindra B.	NAAC Coordinator	
2. Ms Silvia Pais,	Member, IQAC	
3. Mr Steevan Ullas DCunha,	Management Representative	
4. Mr Prasad, External Expert- Industry		
5. Mr Alwyn Stany Saldanha, Entrepreneur, Local Society Nominee		
6. Ln Shambhavi Shivaram Shetty, External Expert -Woman Entrepreneur		
7. Br John Pereira, Superior, Christian House, Bajpe, PTA representative		
8. Mr Sharath Shetty, Journalist, Alumni Representative		

9. Mr Rocky G Lobo, Manager, Pompei College *Rolo.*
10. Dr Gunakar S., Department of Commerce, Member/ Criteria III *J. D.*
11. Dr Richard Sequeira, Department of Commerce, Member/ Criteria VI *Riquis*
12. Ms Reshma SharalMisquith, III B.Com. Class Representative - Student Representative *Reshma*
13. Mr Shawn StaulinD'Almeida III B.A. Class Representative - Student Representative *Shawn*
14. Mr Nemichandra Gowda, Criteria V *N. G.*
15. Mr James Oliver, Criteria IV *James*
16. Dr S.A. Manjunath, Criteria VII *S.A. Manjunath*
17. Mr Thilak Gowda, Criteria I *Thilak*
18. Mrs Chandrika, Criteria II

[Signature]
Dr Victor Yaz E
IQAC Coordinator

INTERNAL QUALITY ASSURANCE CELL
POMPEI COLLEGE, AIKALA - 574 141

[Signature]
PRINCIPAL
POMPEI COLLEGE
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IQAC Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) of Pompei College has been convened on 28.10.2021 at 10.00 a.m. in Audio Visual Room. The meeting will be presided over by Dr Purushothama K.V., Principal - Chairperson of IQAC. Hereby members are kindly requested to be present for the meeting.

AGENDA

1. Silent Prayer
2. Welcome
3. Minutes of the previous meeting
4. Points of discussion:
 - a. Approval of Plan of Action for the year 2021-22
 - b. Approval of Academic Calendar for the year 2021-22
 - c. Approval of AQAR 2020-21
 - d. Approval of the appointment of NAAC Criteria-II Coordinators
 - e. Staff Enrichment Programme
 - f. Deeksharamba Induction programme-for the first year degree and PG students
 - g. Examination
 - h. Opinions of External Experts
 - i. Opinions of Members
 - j. Any other matter
5. Presidential Remark
6. Vote of thanks

Dr Victor Vaz E
IQAC Coordinator

Place: Aikala

Date: 21.10.2021



Dr Purushothama K.V.
Principal
POMPEI COLLEGE
AIKALA POST - 574 141
MANGALORE, D.K.

To,

1. Mr Yogindra B., NAAC Coordinator ✓
2. Ms Silvia Pais, Member, IQAC *Silvia*
3. Mr Steevan Ullas DCunha, Vice President PPC, Management Representative *SU*
4. Mr Prasad, GM, Canara Lighting, External Expert- Industry *Prasad*
5. Mr Alwyn Stany Saldanha, External Expert- Industry *Alwyn*
6. Ln Shambhavi Shivaram Shetty, External Expert-Woman Entrepreneur *Shetty*
7. Br John Pereira, Superior, Christian House, Bajpe, PTA Representative *John*
8. Mr Sharath Shetty, Journalist, Alumni Representative *Sharath*
9. Dr Gunakar S., Department of Commerce *G.S.*
10. Mr Richard Sequeira, Department of Commerce *Sequeira*
11. Mr Rocky G Lobo, Manager, Pompei College *Rocky*
12. Mr Shaun DAlmeida, Student Representative *Shaun*
13. Ms Reshma Sharal Misquith, Student Representative *Reshma*



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INTERNAL QUALITY ASSURANCE CELL(IQAC)

MINUTES OF THE MEETING HELD ON 28.10.2021

1. The meeting commenced with a silent Prayer.
2. Dr Purushothama K.V. Principal warmly welcomed all the members for the meeting.
3. The minutes of the previous meeting was presented by Dr Victor Vaz, IQAC Coordinator and the minutes were approved accordingly.
4. Points of discussion:
 - By presenting the Plan of Action for the year 2021-22 Dr Purushothama K.V. Principal remarked that due to the uncertainty caused by the Covid-19 pandemic an amount of ambiguity prevails in the plan of action. He highlighted some contents of the plan of action by stating though as per the University Academic Calendar year starts on 08.11.2021, we in the institution would arrange a three days *Deeksharambha*– an induction programme for the First-year students starting from the 02.11.2021. He presented the University schedule and stated that the institution's Plan of Action incorporating the University Academic Calendar would be prepared after 08.11.2021 due to the launching of New Education Policy and the involvement teachers, especially teachers of Commerce in the Valuation work of the Semester Exams scripts. The plan of action presented was duly approved allowing additions to be made later.
 - It was agreed that the plan of action to be prepared by the teachers for 21-22 by 15.11.2021.
 - Principal briefed about the prolonged examinations schedules, online, offline Classes and revision for odd semester through offline mode conducted due to the disruption of schedule by Covid 19 pandemic. With regard to the admission, he informed that the student strength has doubled in the undergraduation section in 2021-22. He stated that the first year undergraduate students of 2021-22 come under the New Education Policy and the shortage of fee collection for the year 20-21 is Rs 14 lakhs. He informed that readmission for second and final year is complete. Principal then elaborated on the efforts that are being carried on to make Campus Green. He said that in 4-5 years the campus would have a good number of trees, Canteen will reopen from 1.11.2021, the midday meal facility would continue even in this academic year, admission is done through MULINX, Library

– online facility INFLIBNET is provided even in 2021-22 and a Campus recruitment programme to be conducted in the future course of time. He said that the Staff Enrichment Programmes were conducted on 'Online teaching', MULINX and NEP.

- Principal informed about an MOU with ICT Academy Bangalore to train students and faculty, an MOU with CAPS Foundation Bangalore for an online training course to which 10 -12 students of I B. Com participated, the fees for the Course is Rs 10,000 and training for second and final year students will also be conducted shortly. He also informed that a GST Certificate Course for final year B.Com. students and Civil service examination coaching would be planned in the course of the academic year. He also informed about an MOU with Concetta to run Pompei Student clinic and an MOU with Gonda university by Hindi dept to conduct online seminars in Hindi inviting the eminent scholars.
- Principal, then briefed about activities of 20-21 highlighting the Sports day, extra classes that were conducted for the final B.Com. and M.Com. students, highlighted NCC & NSS training programmes and activities, farewell programme conducted separately for B.A. B.Com. and M.Com. students, webinars conducted by Hindi and PG Depts, the Quiz competitions conducted by Commerce dept, 100% Covid Vaccination administered for students and staff and offer facility of uploading of scholarships in the college.
- Principal briefed about Rev. Fr Oswald Monteiro, Correspondent of the institution, Rev. Fr Sunil D'Souza, faculty member of Dept of Commerce joined the institution in first week of June 2021. He informed that Dr Gunakar S, Dept of Commerce was promoted as Associate Professor and Richard Sequeira was awarded with PhD.
- The AQAR 2020-21 will be uploaded before 30th January 2021. Reports of Criteria to be received by December 05, 2021.

a. Approval of NAAC Criteria Coordinators for the year 2021-22

Principal informed that Akshatha Shetty, Dept of PG Studies in Commerce has taken over Criteria II

After discussion it was resolved to conduct Staff Enrichment Programme on SSR, How to Write Articles and IPR.

It was agreed to conduct Deeksharambha, an induction programme for first year degree and PG students and conduct IQAC visits.

b. Examination

With regard to the examination, Principal briefed that the university has introduced decoding and tag sheet system as a reform measure to simplify the valuation system, lessen the errors in results and for a speedy announcement of results from this academic year. It was also briefed that the II

and IV semester exams were not conducted by university but instead the internal examinations and assignments were considered for the promotion.

c. Opinions of External Experts

Br John Pereira, Superior, Christian House, Bajpe, PTA representative appreciated the increase of student strength and various initiatives taken-up by the college during the pandemic. He suggested that the college could think of collecting funds through advertisements to be published in the College Annual Magazine. He applauded the green and clean campus initiative of the institution. He also suggested that the College should approach the Panchayath for some project to strengthen the existing rain water harvesting system of the college.

Mr Sharath Shetty, Journalist, Alumni Representative suggested to use the unused ladieshostel for some purpose and find out whether NSS students could have its annual camp as a residential camp at agricultural houses in a village.

Ln Shambhavi Shivaram Shetty, External Expert - Woman Entrepreneur suggested to raise financial resources we should think of conducting a fund-raising drama.


Dr Gunakar S., Department of Commerce suggested to register Alumni Association so that the association can give the opportunity for the donors to get exemption for donation u/s 80 G to collect funds.

Dr Richard Sequeira, Department of Commerce suggested to findout the feasibility of converting women's hostel to men's hostel.


d. Any other matter: No issue was discussed in this agenda.

5. In his presidential remarks Dr Purushothama K.V. appreciated the contributions of all the members in the deliberations, highlighting the proceedings of the meeting.

With the vote of thanks was proposed by MrYogindra B., NAAC Coordinator the meeting was concluded.


Dr. Victor Vaz
IQAC Coordinator

INTERNAL SECURITY ASSURANCE CELL
POMPEI COLLEGE, AIKALA - 574 141


Dr Purushothama K.V.
Principal

POMPEI COLLEGE
AIKALA POST - 574 141
MANGALORE, D.K.

Place: Aikala

Date: 28.10.2021

Members present for the meeting on 28.10.2021 at 10.00 am in the Audio visual hall:

1. Dr Purushothama KV Principal 
2. Dr Victor Vaz E IQAC Coordinator 
3. Mr Yogindra B. NAAC Coordinator
4. Ms Silvia Pais Member, IQAC 
5. Mr Prasad GM, Canara Lighting 
6. Br John Pereira Superior, Bajpe 
7. Mrs Shambhavi S Shetty Woman Entrepreneur 
8. Mr Steevan Ullas DCunha Vice President, Kirem 
9. Mr Sharath Shetty Journalist 
10. Mr Rocky G Lobo Manager, Pompei College Office 
11. Dr Gunakar S. HOD., Department of Commerce 
12. Mr Richard Sequeira Department of Commerce 
13. Mr Shaun DAlmeida Student Representative 
14. Ms Reshma Sharal Misquith, Student Representative 

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACTION TAKEN REPORT OF THE MEETING HELD ON 30.11.2020

S.No	Minutes of meeting	Action Taken
	3. (c) i. Under the point, current status and perspective plan for the development of the college, discussions were carried on with regard to guest lectures to be conducted, the status of add on and certificate courses.	<ul style="list-style-type: none">✓ Entrepreneurship Awareness Programme on 20.01.2021 by Career Guidance Cell and Commerce Association✓ Financial Assistance to Self- Employment Opportunities on 13.02.2021✓ Webinar on Preparation for competitive examinations on 22.07.2021✓ Awareness Programme on CA, ICWA and CS Programme on 24.09.2021 by Career Guidance Cell
	3. (c) ii. Discussion was carried on with regard to Internships and MOUs. It was discussed to have MOUs with Concetta Hospital, Prajna Counseling Centre with regard to the counseling to the students in the college and Arnold Charitable Trust, Damaskatte. It was decided to entrust responsibility to Mr Yogindra B. to make arrangements.	<ul style="list-style-type: none">✓ An MOU with Bajaj Finserv Ltd. for Certificate programme in Banking, Finance and Insurance, covering industry overview and product knowledge about banking, financial services and insurance industry and communication Skills on 30.08.2019 for three years is functional.✓ MOU with ICT Academy, an initiative of Government of India in collaboration with the state Governments for Faculty Development Programme, Campus Placement drive, Skill Development Programme, Internship signed on 14.09.2021 for one year.✓ An MOU was signed with Arnold Charitable Trust on 20.11.2020 for Services towards the aged.✓ An MOU was signed with Pauline Home, Counselling Centre Mulki on 15.01.2021 establish a Counselling Centre in College✓ An MOU was signed with Concetta Hospital to start Student Clinic on 20.10.2020.
	3. (c) iii. It was decided to start a meditation center, Student clinic and counseling center in	<ul style="list-style-type: none">✓ Meditation Center started to function from 04.01.2021.

	the College.	<ul style="list-style-type: none"> ✓ Student clinic began to function from 09.01.2021. ✓ Counseling Center started its activity from 18.01.2021.
	3(c) iv. Various aspects of Campus Development, such as planting a few areca nut plants in the campus, a few aspects of gardening and maintenance of parking was discussed	✓ A few areca nut plants are planted in the campus. A few initiatives are also taken to upkeep the garden and maintain the parking facility.
	3 (c) v. An aspect of feedback from the employer was also discussed.	✓ Feedback from the employer was collected and analyzed.
	d i. On the point of discussion any other matter, Mr Prasad, GM, Canara Lighting, highlighted the importance of Curriculum audit and internal audit by the faculty.	✓ Evaluation of Curriculum and internal audit is carried out annually.
	d ii. Br John Pereira, Superior, Christian House Bajpe, asked to get sponsors for the renovation of garden. He said, he has received good feedback on online classes when he enquired with students. He also said that some students have expressed their helplessness in not being able to attend the classes due to poor connectivity. He said, a few students from North East may join if hostel provided and different combinations of subjects are offered.	✓ A time table was prepared for online classes and classes were conducted accordingly. Physical classes were conducted for those students who were unable to attend online classes by following the SOP of the Government.
	d iii. MrSharath Shetty Journalist opined that there is a need to conduct orientation programme in PU Colleges.	✓ Conducted orientation programme in Pompei P.U.College Talipady and in Vidya Vardhaka P.U.College Mundkur, St Joseph P.U.College, Bajpe by Course Promotion Committee.
	d iv. Mr Steevan Ullas D Cunha, Vice President, Kirem said to strengthen the number of students, programmes have to be conducted to attract students.	<ul style="list-style-type: none"> ✓ Entrepreneurship Awareness Programme on 20.01.2021 by Career Guidance Cell and Commerce Association ✓ Financial Assistance to Self- Employment Opportunities on 13.02.2021 ✓ Webinar on Preparation for competitive examinations on 22.07.2021 ✓ Awareness Programme on CA,ICWA and CS Programme on 24.09.2021 by Career Guidance Cell


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INTERNAL QUALITY ASSURANCE CELL(IQAC)

ACTION TAKEN REPORT OF THE MEETING HELD ON 03.04.2021

S.No	Minutes of meeting	Action Taken
4	a.(i) Criterion I: Mr Thilak Gowda, head of the criterion I in his briefing highlighted the progress of feedback collection and documentation with regard to the participation of staff in BOS, BOE and in other University bodies. He also initiated discussion on the existing add-on, certificate and value-added courses and an evaluation was made. It was suggested to improve the existing courses. Members suggested to start the courses which are very relevant from the point of view of employability of the students in the job market. A discussion was also carried on about feedback from the students on teacher, feedback on course, feedback from the parents and other stakeholders to be collected.	<ul style="list-style-type: none">✓ Three new Add-on Courses were introduced for 2020-21:<ol style="list-style-type: none">1. Data Analysis2. Rain Water Harvesting3. Solid Waste Management✓ The HOD's have been asked by the Principal to start the new add-on course and also to improve the course by bringing in changes.✓ Feedback from various stakeholders have been collected and analyzed.
4	a.(ii) Criterion II: Mrs Chandrika, head of the criterion made presentation on the existing ICT tools for academic activities and it was felt by the members to introduce new ICT tools for classroom teaching, reforms in the examination system - open book test, forming of Internal Squad and digitalization of examination process. Discussion was carried on about e-Resources and funding agencies. It was decided to ask the HODs of all the departments to prepare the programme outcome, programme specific outcome and course outcome. It was also decided to conduct Student Satisfaction Survey as per the guidelines of NAAC.	<ul style="list-style-type: none">✓ Teachers use ICT tools to enhance classroom teaching✓ All the departments have prepared the programme outcome, programme specific outcome and course outcome.✓ Student Satisfaction Survey was conducted as per the guidelines of NAAC.
4	a.(iii) Criterion III: The coordinator of the Criterion III Dr Gunakara S. highlighted the need to mobilize resources for research activities,	Various Career orientation programmes for the final year students were conducted by the Career Guidance Cell:

	<p>Memorandum of Understanding with regard to research activities, inter-institutional, inter-collegiate and Collaborative research activities. After discussion it was agreed on to organize Skill Development programmes, career orientation programmes for the final year students under Career Guidance Cell.</p>	<ul style="list-style-type: none"> ✓ Webinar on Preparation for competitive examinations on 22.07.2021 ✓ Awareness Programme on CA, ICWA and CS Programme on 24.09.2021 by Career Guidance Cell
4 a.(iv)	<p>Criterion IV: Mr James Oliver, the coordinator of the Criterion made presentations on infrastructural facilities, library sources and Maintenance of the campus infrastructure. He also briefed about the meditation room and First Aid Clinic</p>	<ul style="list-style-type: none"> ✓ N-LIST membership is taken on 03.07.2021 ✓ Membership to use the Karnataka Digital Public Library portal for the institution is made operational.
4 a.(v)	<p>Criterion V: Mr Nemichandra G, Coordinator of criterion made presentations on bridge courses, remedial classes, tutorial and mentoring. Suggestion was made to start Personal Counseling Cell for the needy students.</p>	<ul style="list-style-type: none"> ✓ A review of bridge courses, remedial classes, tutorial and mentoring was conducted. ✓ Personal Counseling Cell for the needy students became functional at the Convenorship of Mr Yogindra B, NAAC Coordinator.
4 a.(vi)	<p>Criterion VI: Mr Richard Sequeira, Coordinator, Criteria VI briefed about vision and mission of the institution and strategies for human resource development. It was discussed to enhance the quality of teaching teachers need to attend FDPs, refresher course, staff enrichment programmes and national and international level conferences and seminars etc. It was agreed on to encourage students to participate in the programmes organized by other institutions. Reviewed the services provided to the staff such as ESI, EPF, maternity leave and also services provided to the students such as midday meals, scholarships, medical checkup and uniform for deserved students. It was also decided to conduct more programmes on professional development and administrative training.</p>	<ul style="list-style-type: none"> ✓ Conducted an inter-institutional faculty development programme in collaboration with SDPT College Kateel on 'Online Teaching Methodology' on 28.08.2020. ✓ An orientation programme on Implementation of National Education Policy was held on 28.08.2021. ✓ A workshop on 'Creating Modules for Online Teaching' was conducted on 07 & 09th September 2021. ✓ Midday Meals scheme commenced from 04.03.2021. ✓ Uniforms were given to the needy deserving students
4 a.(vii)	<p>Criterion VII: Dr S.A. Manjunath, Coordinator of Criterion briefed about bio-energy, solar energy, compost, waste bin etc. he also briefed about the importance of programmes by Women's Cell and Anti Sexual Harassment Cell to</p>	<ul style="list-style-type: none"> ✓ Women's Cell and Sexual Harassment Cell have actively functioned during the academic year, conducted a guest lecture on Women and Law on 16.01.2021. ✓ Handbooks for various stakeholders

	<p>achieve gender equity. Discussions were carried on with regard to best practices in the institution. Decided to bring out handbooks for various stakeholders.</p>	<p>have been circulated.</p>
	<p>3. b. (i) Under the agenda views by members, Mr Prasad, External Expert – Industry expressed satisfaction and asked to have MOU to conduct career related programmes. Br John Pereira, Superior, Christian House, Bajpe, PTA representative appreciated the online classes conducted during the Covid pandemic.</p>	<p>✓ MOU on career related programme was signed with ICT Academy: an initiative of Government of India in collaboration with the state Governments on 14.09.2021 for Faculty Development Programme, Campus Placement Drive, Skill Development Programme and Internship.</p>
	<p>4. b. (ii) Under the agenda the information about the AQAR 2019-20 by Mr Yogindra B., NAAC Coordinator, he informed that the AQAR for the year 2019-20 is edited with supportive document for the uploading.</p>	<p>✓ AQAR for the year 2019-20 was submitted on 26.11.2021</p>


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ACTION TAKEN REPORT OF THE MEETING HELD ON 28.10.2021

The meeting conducted on 28.10.2021 discussed issues pertaining to 2021-22 academic year, except the evaluation of academic year 2020-21. Therefore, the action taken report of this meeting will be uploaded in the report of 2021-22.



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