

INTERNAL QUALITY ASSURANCE CELL (IQAC)
OF
JINDAL COLLEGE FOR WOMEN
Jindalnagar, Tumkur road, Bengaluru 560073

Phone : 080 – 23711830
Prof.VEENA T
CHAIRPERSON



Email : principal@jindalcollege.com

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Minutes of the Meeting

The Proceedings of the IQAC meeting held on 10th September 2022 at JCW, IQAC Cell at 2.30 pm.

Agenda of the Meeting :

- Review of the Previous Meeting held on 9th July 2022
- Preparatory Examination
- Semester Reports Of Cells / Committees Dept Activities
- Graduation Day
- Internal Assessment Marks Uploading
- BU Semester Examination
- BU Semester Valuation
- Action Plan
- NAAC Progress

(Contd.....2)

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ACTION TAKEN REPORT

of IQAC meeting held on 12th July 2022 at JCW, IQAC Cell at 2.30 p.m

- I Internal Test was conducted as per the Schedule and Parents Meet was conducted to intimate the Academic Progress of the students.
- Various Activities are conducted through the Cells/Committees.
- 21st to 25th July Excursion was organized to Waynad, Kerala and Kushalnagar.
- 7 Days Annual Special camp was organized by NSS Unit at Honnarayanahalli, Arebommanahalli (GP), Nelamangala (P), Bangalore Rural successfully
- Placement cell organized Campus Pool Campus Drive. 10 companies had visited, 310 students had participated from 12 colleges around the city.
- The 76th Independence Day 'Azadi Ka Amrit Mahotsav' was celebrated on 15th August 2022 in college ground with great pomp. Various Competitions such as Poster Making, Collage etc were conducted

Proceedings of the IQAC Meeting held on 10th September 2022 at JCW, IQAC Cell at 2.30 pm

SUBJECT	RESOLUTION
1 Welcome Preparatory	<ul style="list-style-type: none">• Principal, Chairman, IQAC welcomed the faculty members for the staff meeting
2 Examination	<ul style="list-style-type: none">• Faculty were instructed to complete the valuation at the earliest and to review the performance of Students in the Preparatory Examination and the need to conduct Remedial classes for weak performers.
3 Semester Reports Of Cells / Committees Dept Activities	<ul style="list-style-type: none">• The secretaries were intimated to submit the Semester End Reports of their Concerned Committees, Cells and Document the same.
4 Graduation Day	<ul style="list-style-type: none">• Instruction was given to the Cultural Committee to organize the Graduation Day as per the schedule. Place the requirements for the Same and get it approved.
5 Internal Assessment Marks Uploading	<ul style="list-style-type: none">• The Faculty members were instructed to upload the Internal Assessment Marks as per the guidelines to the University Portal and submit the same to the Office for documentation.

(Contd.....3)

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SUBJECT		RESOLUTION
5	BU Semester Examination	<ul style="list-style-type: none">• The Examination Committee was intimated to make necessary preparation for the smooth conduct of BU Semester Examination.
7	BU Semester Valuation	<ul style="list-style-type: none">• Eligible Faculty members were permitted to attend the Semester Valuation after 1.00 pm.
8	Action Plan	<ul style="list-style-type: none">• The Faculty members were intimated to prepare the Action Plan for the next semester and submit the same at the earliest.
9	NAAC Progress	<ul style="list-style-type: none">• Discussion went on regarding the Preparation for NAAC Process. The Faculty members were instructed to Co ordinate with NAAC & IQAC Coordinator in preparation for NAAC.
13	Vote of Thanks	<ul style="list-style-type: none">• The IQAC Chairman proposed vote of thanks

(Contd.....4)

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IQAC Members	Name of the Member	Designation	Signature
IQAC Chairperson	Prof Veena T	Principal, JCW	
IQAC Coordinator	Prof.Divya K.B	Asst. Professor, Dept of English	
NAAC Coordinator	Prof.Veena K Anand	Asst Professor, Dept of Commerce	
Faculty	Prof.Bhagyavathi.B	HOD, Dept of Kannada	
Faculty	Dr.Xavier	HOD, Dept of Commerce & Management	
Faculty	Prof.Mamatha H.K	HOD, Dept of Mathematics	
Library	Mrs.Kanthamani	Librarian	

FACULTY MEMBERS

SL NO	NAME	DESIGNATION	Signature
1	Prof.Nagappa S Angadi	HOD, English Dept	
2	Prof.Varsha Sharma	Professor, Hindi Dept	
3	Prof. Shashikala N	Asst Professor, Kannada Dept	
4	Dr.Komala. J	Coordinator, M.Com & Professor, Commerce Dept	
5	Prof.Savitha	Asst Professor, Commerce Dept	
6	Prof.Shashikala G	Asst Professor, Commerce Dept	
7	Prof.Lakshmi B.G	Asst Professor, Commerce Dept	
8	Prof.Vedashree N	Asst Professor, Commerce Dept	
9	Prof.Yashaswini	Asst Professor, Commerce Dept	
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11	Prof.Anusha	Asst Professor, Commerce Dept	
12	Prof.Neerajakshi M	Asst Professor, Commerce Dept	
13	Prof.Shruthi G	Asst Professor, Commerce Dept	
14	Prof.Thara G.S	Asst Professor, Commerce Dept	
15	Prof.Latha H.R	HOD, Computer Applications Dept	
16	Prof.Kavyashree N.S	Asst Professor, Computer Applications Dept	
17	Prof.Amruta N	Asst Professor, Computer Applications Dept	
18	Prof.Srinivas P.R	HOD, Physics Dept	
19	Prof.Srilakshmi B.P	Asst Professor, Physics Dept	
20	Dr. Anitha B.G	HOD, Asst Professor, Chemistry Dept	
21	Dr.Sangeetha S	Asst. Professor, Chemistry Dept	
22	Prof.Sandhya Devi R	Asst Professor, Mathematics Dept	
23	Mrs.Bhagyalakshmi	Director, Physical Education	

(Prof. DIVYA K.B)
IQAC Coordinator

(Prof.VEENA T)
Chairperson

Principal

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Minutes of the Meeting

The Proceedings of the IQAC meeting held on 13th September 2022 at JCW, IQAC Cell at 2.30 pm.

Agenda of the Meeting :

- Reopening of college
- Workload Of Faculty
- Time Table
- Class Teacher Allotment
- Examination
- Action plan for the Semester
- NAAC Progress
- Specialization & Project
- Skill Development Activities
- Extension Activity
- Placement
- Value Added Course

(Contd.....2)

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ACTION TAKEN REPORT

of IQAC meeting held on 10th September 2022 at JCW, IQAC Cell at 2.30 p.m

- Weak performers in preparatory examination were given remedial coaching to improve performance in University Examination.
- The Semester End Reports were submitted to the IQAC Cell by all the Departments, Cells/Committees.
- Graduation Day was organized for 16 September 2022 as discussed in the meeting
- Internal Assessment Marks were successfully uploaded to the University Portal and were submitted to the Office.
- BU Semester Examinations were scheduled to be conducted between 20.9.2022 to 14.10.2022 by BU.
- Action Plan for the Next semester would be submitted by the Faculty at the beginning of the ODD Semester
- The Faculty members began the NAAC SSR and Documentation process.

(Contd.....3)

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SUBJECT	RESOLUTION
1. Welcome	<ul style="list-style-type: none">Principal, Chairman IQAC welcomed the faculty members for the staff meeting
2. Reopening of the college	<ul style="list-style-type: none">The Principal intimated that the College to be reopened for ODD Semester from 14.9.2022 as per the University Guidelines. It was decided to conduct an orientation programme on the day of reopening
3. Workload of Faculty	<ul style="list-style-type: none">The HOD's were instructed to finalize the subject allocation and submit the workload to the IQAC.
4. Time Table	<ul style="list-style-type: none">Faculty members were instructed to Finalize Time Table according to the subject allocated.
5. Class Teacher Allotment	<ul style="list-style-type: none">The Chairperson intimated to assign the Commerce teachers as the Class Coordinators for the I Year UG Students and from WhatsApp Groups to convey the required information regarding the classes.It was also discusses to convey the New Education Policy Framework for the I Year UG Students.
6. Examination	<ul style="list-style-type: none">The committee members were instructed to make necessary preparation for UG Even semester examination which were scheduled to be held from 20/09/2022 to 17/10/2022
7. Action Plan for the Semester	<ul style="list-style-type: none">The HOD's were instructed to frame the Action Plan for the Odd Semester and submit at the earliest.

(Contd.....4)

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SUBJECT	RESOLUTION
8. NAAC Progress	<ul style="list-style-type: none"> • The Faculty members had begun the NAAC SSR and Documentation process which was updated before the IQAC Board.
9. Specialization & Project	<ul style="list-style-type: none"> • Final Year Commerce Teachers were intimated to guide the Final Year UG Students regarding the Specialization subjects its scope and importance and help them to opt their subject of interest. • BBA HOD was instructed to convey the Final Year BBA Students regarding the Project Work and was intimated to allot the Guides for the same. • M.Com Coordinator was instructed to finalize regarding the Project Work of Final Year M.Com Students.
10. Skill Development Activities	<ul style="list-style-type: none"> • All the Departments were instructed to conduct Skill Development Activities for the Students through their respective forum which would give practical exposure to the Students of the same.
11. Extension Activity	<ul style="list-style-type: none"> • All the Department were instructed to take up extension activity during the semester and motivate the students to take part in the same to develop a sense of civic responsibility
12. Placement	<ul style="list-style-type: none"> • The Placement Committee was instructed to conduct placement drive and make necessary planning for the same.
13. Value Added Course	<ul style="list-style-type: none"> • It was decided to introduce new Value Added Courses with the existing ones.
14. Vote of Thanks	<ul style="list-style-type: none"> • The IQAC Chairman proposed vote of thanks

(Contd.....5)

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CHAIRPERSON



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Proceedings of the IQAC Meeting held on 13th September 2022 at JCW, IQAC Cell at 2.30 pm

IQAC Members	Name of the Member	Designation	Signature
IQAC Chairperson	Prof Veena T	Principal, JCW	
IQAC Coordinator	Prof.Divya K.B	Asst. Professor, Dept of English	
NAAC Coordinator	Prof.Veena K Anand	Asst Professor, Dept of Commerce	
Faculty	Prof.Bhagyavathi.B	HOD, Dept of Kannada	
Faculty	Dr.Xavier	HOD, Dept of Commerce & Management	
Faculty	Prof.Mamatha H.K	HOD, Dept of Mathematics	
Library	Mrs.Kanthamani	Librarian	

FACULTY MEMBERS

SL NO	NAME	DESIGNATION	Signature
1	Prof.Nagappa S Angadi	HOD, English Dept	
2	Prof.Varsha Sharma	Professor, Hindi Dept	
3	Prof. Shashikala N	Asst Professor, Kannada Dept	
4	Dr.Komala. J	Coordinator, M.Com & Professor, Commerce Dept	
5	Prof.Savitha	Asst Professor, Commerce Dept	
6	Prof.Shashikala G	Asst Professor, Commerce Dept	
7	Prof.Lakshmi B.G	Asst Professor, Commerce Dept	
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12	Prof.Neerajakshi M	Asst Professor, Commerce Dept	
13	Prof.Shruthi G	Asst Professor, Commerce Dept	
14	Prof.Thara G.S	Asst Professor, Commerce Dept	
15	Prof.Latha H.R	HOD, Computer Applications Dept	
16	Prof.Kavyashree N.S	Asst Professor, Computer Applications Dept	
17	Prof.Amrutha N	Asst Professor, Computer Applications Dept	
18	Prof.Srinivas P.R	HOD, Physics Dept	
19	Prof.Srilakshmi B.P	Asst Professor, Physics Dept	
20	Dr. Anitha B.G	HOD, Asst Professor, Chemistry Dept	
21	Dr.Sangeetha S	Asst. Professor, Chemistry Dept	
22	Prof.Sandhya Devi R	Asst Professor, Mathematics Dept	
23	Mrs.Bhagyalakshmi	Director, Physical Education	

(Prof. DIVYA K.B)
IQAC Coordinator

Principal
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Minutes of the Meeting

The Proceedings of the IQAC meeting held on 3rd January 2023 at JCW, IQAC Cell at 2.30 pm.

Agenda of the Meeting:

- Review of previous meeting
- Review of Cells/Committees/Dept Activities
- Moral Retreat Programme
- Counselling Cell
- PTM
- Placement Drive
- Industrial Visit
- Examination
- Alumni
- Skill Development Activities
- NAAC Progress

(Contd.....2)

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ACTION TAKEN REPORT

of IQAC meeting held on 13th September 2022 at JCW, IQAC Cell at 2.30 p.m

- College reopened for I Semester on 14.9.2022 and for III and V Semester on 19.10.2023
- Action Plan, Workload, Timetable were prepared on the timely basis and circulated to the faculty members for smooth functioning of the curriculum.
- Class teachers were allotted to the I Year UG Classes were oriented on the reopening day ie.,14.9.2022
- UG Even semester examination which were scheduled to be held from 20/09/2022 to 17/10/2022 was conducted smoothly by Examination Committee.
- NAAC SSR and Documentation process was efficiently being carried over by the Faculty Members.
- Skill Development Activities, Extension Activities were being conducted in full swing by all the Depts.
- Value Added Course on Amazon Web Services (AWS) was introduced to BCA Students
- Placement drive is planned to be held on 17 January 2023

(Contd.....3)

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SUBJECT	RESOLUTION
1. Welcome	<ul style="list-style-type: none">Principal, Chairman IQAC welcomed the faculty members for the staff meeting
2. Review of Cells/Committees/Dept Activities	<ul style="list-style-type: none">Various activities of the Cells, Committees and Dept's were reviewed.
3. Moral Retreat Programme	<ul style="list-style-type: none">It was discussed to organize a Moral Retreat Programme for the students. The Vivekananda Study Cell was intimated to give the proposal for the same and plan the moral retreat programme.
4. Counseling Cell	<ul style="list-style-type: none">It was also intimated to the Counselling Cell to conduct a Counselling session on the Moral Values and ethical principles to the students
5. PTM	<ul style="list-style-type: none">The HOD's were instructed to schedule a Parents Teachers Meet to update the academic performances of their wards.
6. Placement Drive	<ul style="list-style-type: none">Placement Cell which had scheduled the Placement Drive were enquired regarding the preparation for the Placement Drive and the faculty members were instructed to cooperate for the same.
7. Industrial Visit	<ul style="list-style-type: none">The HOD's were instructed to plan an Industrial Visit for the students and to prepare a proposal for the same to be forwarded to the management.

(Contd.....4)

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SUBJECT	RESOLUTION
8. Examination	<ul style="list-style-type: none">• The Examination committee was instructed to schedule the Preparatory Examination for the Students by the end of January as the exams might be scheduled in the month of February by Bangalore University
9. Alumni	<ul style="list-style-type: none">• It was decided to connect to the Alumni more effectively and to conduct Resource Programs to the Alumni.
10. Skill Development Activities	<ul style="list-style-type: none">• Skill Development Activities conducted for the Students were reviewed and many other activities were proposed during the same.
11. NAAC Progress	<ul style="list-style-type: none">• The Progress in preparation of NAAC SSR and Documentations were updated before the members for further recommendations.
12. Vote of Thanks	<ul style="list-style-type: none">• The IQAC Chairman proposed vote of thanks

(Contd.....5)

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NAAC Coordinator	Prof.Veena K Anand	Asst Professor, Dept of Commerce	
Faculty	Prof.Bhagyavathi.B	HOD, Dept of Kannada	
Faculty	Dr.Xavier	HOD, Dept of Commerce	
Faculty	Prof.Mamatha H.K	HOD, Dept of Mathematics	
Library	Mrs.Kanthamani	Librarian	

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21	Prof.Priyanka J	Asst. Professor, Chemistry Dept	
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23	Mrs.Bhagalakshmi N	Director, Physical Education	

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Minutes of the Meeting

The Proceedings of the IQAC meeting held on 3rd April 2023 at JCW, IQAC Cell at 2.30 pm.

- To confirm the minutes of the Previous IQAC Meeting and Discuss the action taken report.
- Reopening of college for Even Semester UG
- Workload Of Faculty
- Time Table
- Calendar of Events
- Action plan & Achievement/Outcome for the Semester
- Examination
- Sports / Cultural Annual Event
- Fests/ Seminars/ Guest Lectures/ Conferences
- Value Added Course
- Other
 - Preparation for NAAC

(Contd.....2)

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ACTION TAKEN REPORT

of IQAC meeting held on 3rd January 2023 at JCW, IQAC Cell at 2.30 p.m

- Vivekananda Study Cell & Dept of Languages in association with Sharada Ramakrishna Ashrama, Chitradurga conducted one day Moral Retreat Programme as discussed.
- A Counselling session on Moral values and ethical principles for second year students was organized by Counselling Cell
- PTM was conducted for all semesters on 7.1.2023
- Placement Drive was hosted by Placement Cell-Parikrayana in collaboration with Brand crew Aviation Academy on 17.1.2023
- Industrial visit to KMF, Hassan and Historical places Halebeedu, Pushpagiri Hill and Shetty Halli church was Organized on 16.2.2023
- Examination Committee ensured smooth conduct of UG Semester examination between 3.3.2023 to 30.3.2023
- Add-On Course "Python Programming" was organized for Alumni (BCA 2022 passed out batch) by Hope Foundation, KR Puram for 20 students
- Skill Development Activities were conducted throughout the Semester by all the Departments
- NAAC SSR and Documentation work is going on in full swing.

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SUBJECT	RESOLUTION
1 Welcome	<ul style="list-style-type: none">Principal, Chairman, IQAC welcomed the faculty members for the staff meeting
2 Reopening of college for UG	<ul style="list-style-type: none">It was decided to Reopen the classes for Even Semester from 17 April 2023
3 Workload Of Faculty	<ul style="list-style-type: none">The HODs were intimated to prepare the Subject Allocation List and Work Load of Faculty for the Even Semester and get the approval of the same.
4 Time Table	<ul style="list-style-type: none">The Time table Committee and Dept HODs were instructed to prepare the Master Time Table for the Even Semester at the earliest.
5 Calendar of Events/ Plan of Action	<ul style="list-style-type: none">The Tentative Calendar of Events / Plan of Action of all the Departments were reviewed and was instructed to follow the same during the Semester Activities.
6 Examination	<ul style="list-style-type: none">Examination Committee was instructed to schedule the Internal Tests and intimated Faculty members for completion of syllabus for the same.
7 Sports & Cultural Events	<ul style="list-style-type: none">Cultural Fest “Ananthotsava” & Sports meet was planned to be conducted in the month of May. The Committee Members were intimated to make necessary arrangements for the same.

(Contd.....4)

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SUBJECT	RESOLUTION
8 Fests/ Seminars/ Guest Lectures/ Conferences	<ul style="list-style-type: none">• The Committee/ Cells/Dept Secretaries Members were instructed to resume the activities for the Even Semester. Plan Fests/Seminars/Guest Lectures etc for the Even Semester.
9 Value Added Courses	<ul style="list-style-type: none">• Commerce and Computer Application Dept HODs were instructed to plan for introduction of New Add On Courses.
10 Preparation for NAAC	<ul style="list-style-type: none">• The NAAC Progress was updated and discussed among the faculty members
11 Vote of Thanks	<ul style="list-style-type: none">• The IQAC Chairman proposed vote of thanks

(Contd.....5)

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NAAC Coordinator	Prof.Veena K Anand	Asst Professor, Dept of Commerce	
Faculty	Prof.Bhagyavathi.B	HOD, Dept of Kannada	
Faculty	Dr.Xavier	HOD, Dept of Commerce & Management	
Faculty	Prof.Mamatha H.K	HOD, Dept of Mathematics	
Library	Mrs.Kanthamani	Librarian	

FACULTY MEMBERS

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2	Prof.Varsha Sharma	Asst. Professor, Hindi Dept	
3	Prof. Shashikala N	Asst Professor, Kannada Dept	
4	Dr.Komala. J	Coordinator, M.Com & Professor, Commerce Dept	
5	Prof.Savitha	Asst Professor, Commerce Dept	
6	Prof.Shashikala G	Asst Professor, Commerce Dept	
7	Prof.Lakshmi B.G	Asst Professor, Commerce Dept	
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9	Prof.Yashaswini	Asst Professor, Commerce Dept	
10	Prof.Kodhai	Asst Professor, Commerce Dept	
11	Prof.Anusha	Asst Professor, Commerce Dept	
12	Prof.Thara G.S	Asst Professor, Commerce Dept	
13	Prof.Shubhashree.S	Asst Professor, Management Dept	
14	Prof.Latha H.R	HOD, Computer Applications Dept	
15	Prof.Kavyashree N.S	Asst Professor, Computer Applications Dept	
16	Prof.Amrutha N	Asst Professor, Computer Applications Dept	
17	Prof.Srinivas P.R	HOD, Physics Dept	
18	Dr. Anitha B.G	HOD, Asst Professor, Chemistry Dept	
19	Prof.Priyanka J	Asst. Professor, Chemistry Dept	
20	Prof.Sandhya Devi R	Asst Professor, Mathematics Dept	
21	Mrs.Bhagyalakshmi N	Director, Physical Education	

(Prof. DIVYA K.B)
IQAC Coordinator

(Prof.VEENA T)
Principal
Jindal College for Women
Jindalnagar, Tumkur Road
Bengaluru 560073