

MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 1 April 2021
Location : IQAC Staff room
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 10/14

Sl. No	Representative's Designation	Name
1	IQAC Coordinator	Dr. Anil B Malali
2	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
3	Criterion II	Dr. Riyaz Ur Rahaman Khan
4	Criterion IV	Mr. Ravikiran R K
5	Criterion V	Mr. Shashidhar S
6	Criterion I & Head	Mrs. Ashwini Atul Joshi
7	Technical Assistance	Ms. Yamuna P
8	Documentation In-charge	Dr. Raghu
9	Criterion II co-ordinator	Mr. Ramakrishna Reddy
10	Head, Dept. of Management	Dr. Sudha M

Members Absent: 6/17

Sl.No.	Designation	Name	Reason
1	Library	Mr. Prashantha S C	On official duty
2	IQAC Assistant	Ms. Bindhu	On leave
3	Criterion III	Dr. Gopal Krishna	On official duty
4	Criterion VI	Mr. Hazrath Saheb	Invigilation duty
5	Faculty, Dept. of Physics	Mr. Anil Kumar S N	On medical leave

Caridya

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Acharya Institute of Graduate Studies
Soladevanahalli, Mesaraghatta Road
Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: Dr. Anil B Malali addressed the criteria-in-charge and insisted to methodically document the quantitative data since 2017-18 to 2022. Further, it was conveyed that Dr. Raghu will be coordinating the documentation of the quantitative data of all the criteria.

	Action/Discussion Points	Responsibility	Timeline
1	Documentation of the quantitative data	Dr. Raghu	Through the tenure
2	Maintenance of documents based on criteria and questionnaire	All criteria in-charge	
3	Preparation of Master list going through the requisites of each criteria	All criteria in-charge	

Signature of the Chairperson / Designation

Date: 1/4/2021

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Soladevanahalli, Hesareghatta Road
Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 18 March 2021
Location : Business Lab
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 10/14

Sl. No	Representative's Designation	Name
1	IQAC Coordinator	Dr. Anil B Malali
2	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
3	Criterion II	Dr. Riyaz Ur Rahaman Khan
4	Criterion V	Mr. Shashidhar S
5	Criterion VI	Mr. Hazrath Saheb
6	Criterion III	Dr. S Gopal Krishnan
7	IQAC Assistant	Ms. Bindhu
8	Criterion I & Head	Mrs. Ashwini Atul Joshi
9	Faculty, Dept. of Physics	Mr. Anil Kumar S N
10	Technical Assistance	Ms. Yamuna P

Members Absent: 6/17

Sl.No.	Designation	Name	Reason
1	Library	Mr. Prashantha S C	Meeting with Chief Librarian
2	Criterion IV	Mr. Ravikiran R K	Invigilation
3	Head, Dept. of Economics	Dr. Raghu	On leave
4	Head, Dept. of Management	Dr. Sudha M	On leave


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Soladevanahalli, Hosuraghatta Road
Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: The criteria in-charge, Mrs. Ashwini Atul Joshi, Mr. Shashidhar S, Dr. Riyaz Ur Rahaman Khan and Dr. Gopal Krishna presented the progress of the work so far. The faculty members present provided necessary inputs and suggestion for the further work after the presentation of the progress.

	Action/Discussion Points	Responsibility	Timeline
1	Insist the Heads of the Departments to conduct career guidance programmes for the students	Mr. Shashidhar	
2	Conduct meeting with HoDs to submit requisite data in time and respond to mails on top priority	IQAC Head	
3	Encourage to conduct extension activities in the Departments	Criteria III	
4	Involve more faculty in extension activities and community service	Criteria III	
5	Publications to be in Scopus indexed/UGC CARE list journal	Dr. Gopal Krishna	

Arindya

Signature of the Chairperson / Designation

Date: 18/3/2021

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Acharya Institute of Graduate Studies
Compliance Report, Hesaraghatta Road
Bengaluru - 560107

- Career Guidance programmes have been initiated in various Departments.
- Faculty are encouraged to more and more quality publications.



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 4 March 2021
Location : Business Lab
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 11/17

Sl. No	Representative's Designation	Name
1	IQAC Coordinator	Dr. Anil B Malali
2	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
3	Criterion II	Dr. Riyaz Ur Rahaman Khan
4	Criterion V	Mr. Shashidhar S
5	Criterion VI	Mr. Hazrath Saheb
6	Criterion III	Dr. S Gopal Krishnan
7	IQAC Assistant	Ms. Bindhu
8	Head, Dept. of Management	Dr. Sudha M
9	Faculty, Dept. of Physics	Mr. Anil Kumar S N
10	Technical Assistance	Ms. Yamuna P
11	Library	Mr. Prashantha S C

Members Absent: 6/17

Sl.No.	Designation	Name	Reason
1	Principal	Prof. Gurunath Rao Vaidya	IMU meeting
2	Criterion II & Head	Mrs. Ashwini Atul Joshi	External examiner work
3	Criterion IV	Mr. Ravikiran R K	Coordination of Certification program
4	Head, Dept. of Economics	Dr. Raghu	
5	Faculty, Dept. of Computer Applications	Mr. Ramakrishna Reddy	Coordination of Certification program
6	Criterion VI	Mr. Hazrath Saheb	Class coordinator work

Gandya

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MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: The criteria in-charge, Mr. Shashidhar S, Dr. Riyaz Ur Rahaman Khan and Dr. Gopal Krishna presented the progress of the work so far. The faculty members present provided necessary inputs and suggestion for the further work after the presentation of the progress. The Criteria-in charge alongside expressed work being delayed because of lesser responses from the authorities concerned.

	Action/Discussion Points	Responsibility	Timeline
1	Documentation of scholarship details based on the nature to be collected from the Main Office	Mr. Shashidhar	
2	Conduct meeting with HoDs to submit requisite data in time and respond to mails on top priority	IQAC Head	
3	Data pertaining to Sports and Cultural committee for the year 2017-18 to be recorded	Mr. Shashidhar	
4	Start answering the questions in SSR	All Criteria-in charge	
5	Encourage faculty members to meet the set target to strengthen R & D	Dr. Gopal Krishna	
6	Publications to be in Scopus indexed/UGC CARE list journal	Dr. Gopal Krishna	

Signature of the Chairperson / Designation

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Bengaluru - 560107

Date: 4/3/2021

- Details of the Institutional Scholarship is collected.
- Faculty members are ensuring the publications in UGC-CARE list/Scopus Indexed Journal.



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 25 February 2021
Location : Business Lab
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 7/17

Sl. No	Representative's Designation	Name
1	IQAC Coordinator	Dr. Anil B Malali
2	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
3	Criterion II	Dr. Riyaz Ur Rahaman Khan
4	Criterion V	Mr. Shashidhar S
5	Criterion VI	Mr. Hazrath Saheb
6	Criterion III	Dr. Gopal Krishna
7	IQAC Assistant	Ms. Bindhu

Members Absent: 10/17

Sl.No.	Designation	Name	Reason
1	Principal	Prof. Gurunath Rao Vaidya	BCU meeting
2	Head, Dept. of Management	Dr. Sudha M	
3	Criterion II & Head	Mrs. Ashwini Atul Joshi	
4	Criterion III	Dr. Gopal Krishna	
5	Criterion IV	Mr. Ravikiran R K	
6	Technical Assistance	Ms. Yamuna	
7	Faculty, Dept. of Physics	Mr. Anil Kumar S N	
8	Library	Mr. Prashantha S C	
9	Head, Dept. of Economics	Dr. Raghu	
10	Faculty, Dept. of Computer Applications	Mr. Ramakrishna Reddy	

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Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: The criteria in-charge, Mr. Shashidhar S, Mr. Hazrath Saheb, Dr. Riyaz Ur Rahaman Khan and Dr. Gopal Krishna presented the progress of the work so far. The faculty members present provided necessary inputs and suggestion for the further work after the presentation of the progress. The Criteria-in charge alongside expressed work getting stalled because of lesser responses from the authorities concerned.

	Action/Discussion Points	Responsibility	Timeline
1	Documentation of scholarship details based on the nature to be collected from the Main Office	Mr. Shashidhar	
2	Conduct meeting with HoDs to submit requisite data in time and respond to mails on top priority		
3	Data pertaining to Sports and Cultural committee for the year 2017-18 to be recorded	Mr. Shashidhar	
4	Collecting the details of AQAR and documents in IQAC towards Criteria 6	Mr. Hazrath Saheb	
6	Session for faculty members on method of PO and PSOs attainment	Dr. Riyaz Ur Rahaman Khan	
7	Encourage faculty members to meet the set target to strengthen R & D	Dr. Gopal Krishna	
8	Briefed on method of PO and PSOs attainment	Dr. Gopal Krishna	

Anidya

Signature of the Chairperson / Designation

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Date: 25/2/2021

Acharya Institute of Graduate Studies
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Bangalore-560016

- Data pertaining to the Government Scholarships were collected and documented.
- Documents of the Sports & Cultural Committee for the year were collected and scanned.



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 18 February 2021
Location : Business Lab
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 8/16

Sl. No	Representative's Designation	Name
1	Principal	Prof. Gurunath Rao Vaidya
2	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
3	Criterion II	Dr. Riyaz Ur Rahaman Khan
4	Criterion V	Mr. Shashidhar S
5	Criterion VI	Mr. Hazrath Saheb
6	Faculty, Dept. of Physics	Mr. Anil Kumar S N
7	Faculty, Dept. of Computer Applications	Mr. Ramakrishna Reddy
8	Head, Dept. of Economics	Dr. Raghu

Members Absent: 7/15

Sl.No.	Designation	Name	Reason
1	Head, PG Department of Management & IQAC Coordinator	Dr. Anil B Malali	Medical leave
2	Head, Dept. of Management	Dr. Sudha M	
3	Criterion II & Head	Mrs. Ashwini Atul Joshi	
4	Criterion III	Dr. Gopal Krishna	
5	Criterion IV	Mr. Ravikiran	
6	Technical Assistance	Ms. Yamuna	
7	IQAC Assistant	Ms. Bindhu	
8	Library	Mr. Prashantha S C	

Gurudya

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MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: The criteria in-charge, Mr. Shashidhar S and Mr. Hazrath Saheb were insisted to present the progress of work for the two weeks. The faculty members present provided necessary inputs and suggestion for the further work after the presentation of the progress.

	Action/Discussion Points	Responsibility	Timeline
1	Bifurcate the details of scholarship based on its nature (Sports/Merit/Single girl child/Orphan)	Mr. Shashidhar S	
2	Attested copy of the scholarship receipt acknowledgement	Mr. Shashidhar S	
3	Hold Skill development and career guidance programmes involving external agencies	Mr. Shashidhar S	
4	To document Minutes of Meeting for the required particulars	Mr. Hazrath Saheb	
6	To devise Standard Operating procedure for the requisites of academic credentials	Mr. Hazrath Saheb	
7	To collect all the essential data towards the criteria	Mr. Hazrath Saheb	
8	To devise mechanism improvising the Professional Development	Mr. Hazrath Saheb	

Anidya

Signature of the Chairperson / Designation

Date: 18/2/2021

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Compliance Report:
Soladevarahalli, Hosanghatta Road

- The data pertaining to scholarship was listed differently based on the awarding criteria.
- Attested copy is documented.
- Heads of the Departments were informed to coordinate Skill Development and Career Guidance programmes
- Minutes of Meeting were documented



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 11 February 2021
Location : Business Lab
Duration : 2 hours (3 p.m. – 5 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 12/13

Sl. No	Representative's Designation	Name
1	Principal	Prof. Gurunath Rao Vaidya
2	Head, Department of Management	Dr. Sudha M
3	Library Head & Criterion IV	Mr. Prashantha S C
4	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
5	Criterion II	Dr. Riyaz Ur Rahaman Khan
6	Criterion III	Dr. Gopal Krishna Sir
7	Criterion IV	Mr. Ravikiran R K
8	Criterion V	Mr. Shashidhar S
9	Criterion VI	Mr. Hazrath Saheb
10	IQAC Assistant	Ms. Bindu
11	Technical Assistance	Ms. Yamuna
12	Faculty, Dept. of Chemistry	Dr. Anil Kumar

Members Absent: 1/12

Sl.No.	Designation	Name	Reason
1	Head, PG Department of Management & IQAC Coordinator	Dr. Anil B Malali	

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Bengaluru - 560107

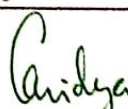


MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: Prof. Gurunath Rao Vaidya commenced the meeting insisting the criteria-in charge to do the presentations on the progress till then. The in-charge of first four criteria presented the progress of the work. He expressed contentment about the progress; necessary inputs and suggestions were put forward on the best feasible options to obtain data. The faculty in-charge of the last three criteria were informed to present the progress of two weeks the following Thursday.

	Action/Discussion Points	Responsibility	Timeline
1	Refer to previous SSR/SSR of other Institution whenever required	Criteria in-charge	
2	Identify the gaps and devise a mechanism for the requisite quantitative data	Criteria in-charge	
3	Insist activities that are feasible to be held by the Department and Institution in its capacity to make up for activities that are not held	HoD & Faculty	Every year
4	To create a format and arrange procurement of structured feedback from all the stakeholders	Mrs. Ashwini Atul Joshi	13 February 2021
6	Refer to the SSR manuals and visit the questionnaire to know the requisites	Criteria in-charge	


Signature of the Chairperson / Designation

Date: 11/2/2021

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Sole Road, Heeranghatta Road
Bengaluru - 560 077

The Institution has devised a mechanism to resolve the gaps and have channeled the academic activities accordingly.

- Conduct of activities is taken care of with due consideration to the pandemic restrictions.
- The feedback form is revisited and re-formulated duly considering the parameters of assessment.



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 12 January 2021
Location : Business Lab
Duration : 1.5 hours (2 p.m. – 3.30 p.m.)
Agenda :-

Reference No:

1. Preparation of Self Study Report
2. Preparations for Third Cycle of accreditation

Members present: 15/15

Sl. No	Representative's Designation	Name
1	Principal	Prof. Gurunath Rao Vaidya
2	IQAC Coordinator & Criterion VII	Dr. Anil B Malali
3	Head, Department of Management	Dr. Sudha M
4	Head, Department of FAD & Criterion I	Mrs. Ashwini Atul Joshi
5	Head, PG Department of Economics	Dr. Raghu
6	Faculty, Department of Chemistry	Dr. Anil Kumar S N
7	Library Head & Criterion IV	Mr. Prashantha S C
8	Technical Assistance IQAC	Ms. Yamuna P
9	MoM, IQAC Drafts & SSR	Mrs. Ranisha R
10	Criterion II	Dr. Riyaz Ur Rahaman Khan
11	Criterion III	Dr. Gopal Krishna Sir
12	Criterion IV	Mr. Ravikiran R K
13	Criterion V	Mr. Shashidhar S
14	Criterion VI	Mr. Hazrath Saheb
15	IQAC Assistant	Ms. Bindu

Members Absent: 0/15

Sl.No.	Designation	Name	Reason
1			

Gandya

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Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: Prof. Gurunath Rao Valdya commenced the meeting citing that the Institution's accreditation is due to end in October 2022 and hence, the Institution needs to gear up the work towards the Third cycle of accreditation process. It was opined that the drafting of Self Study Report for NAAC in 2022 must commence now without further delay. He spoke on the new evaluation system of NAAC which has changed unlike the previous cycle and is subject to change frequently. It was also conveyed that the criteria-in-charge must work diligently; else, may opt out of it. The whole purpose of the committee is to ensure meeting the requirements of NAAC and working towards earning a better grade for the Institution.

	Action/Discussion Points	Responsibility	Timeline
1	The Institution must aim at A++ in the third cycle	Faculty members	
2	Departments to conduct value added courses	HoD & Faculty	Every year
3	Hold activities that are feasible to be held by the Department and Institution in its capacity to make up for activities that are not held	HoD & Faculty	Every year
4	Identify the gaps and attempt at creating a mechanism that fills in the existing gaps	Criteria in-charge	
5	To create a format and arrange procurement of structured feedback from all the stakeholders	Mrs. Ashwini Atul Joshi	
6	Insistence to have all the committee members and Criteria-in-charge to sit in IQAC staff		
7	Hold Certificate Programmes and FDPs that brings weightage points (Minimum prescribed duration)		
8	Sudha mam suggested to hold activities including Alumni of the respective Departments		
9	AAA is conducted to ensure documentation that will run parallel in the course of compilation of NAAC data		

Gurudya

Signature of the Chairperson / Designation

Date: 12/01/2021

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Bengaluru - 560107

- Various Departments have started creating the syllabus for Value added courses with due consideration to the target audience
- Have started offering Certificate programmes and conducting FDPs to enhance the skills
- Departments have started convening alumni interaction thereby strengthening their bond with the almamater



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Date & Time : 9 December 2020

Reference No:

Location : Business Lab

Duration : 2 hours (1p.m. – 3 p.m.)

Agenda :-

1. Finalisation of AQAR
2. Cross-verification of the entries

Members present: 22/23

Sl. No	Representative's Designation	Name
1	Principal	Prof. Gurunath Rao Vaidya
2	IQAC Coordinator & Criterion VII	Dr. Anil B Malali
3	Head, Department of Management	Dr. Sudha M
4	Head, Department of Arts	Mr. George Varied Thekkan
5	Head, Department of FAD & Criterion II	Mrs. Ashwini Atul Joshi
6	Head, Department of Computer Application	Mr. Ramakrishna C N
7	Head, Department of Commerce	Mrs. Lakshmi V
8	Head, Department of Science	Mr. Ashok Kumar
9	Head, Department of Journalism & Mass Communication	Mrs. Premavathi M
10	Head, PG Department of Economics	Dr. Raghu
11	Head, P G Department of Chemistry	Dr. Somashekhar & Dr. Anil Kumar S N
12	In-charge, PG Department of Physics	Dr. Punith Kumar V
13	Head, Department of Aviation	Mrs. Chaitra B
14	Library Head & Criterion IV	Mr. Prashantha S C
15	Technical Assistance IQAC	Ms. Yamuna P
16	MoM and IQAC Drafts	Mrs. Ranisha R
17	Criterion II	Mr. Riyaz Ur Rahaman Khan
18	Criterion III	Dr. Gopal Krishna Sir
19	Criterion IV	Mr. Ravikiran R K
20	Criterion V	Ms. Nethravathi N & Mr. Shashidhar S
21	Criterion VI	Mr. Hazrath Saheb
22	IQAC Assistant	Ms. Bindu

Members Absent: 1/23

Sl.No.	Designation	Name	Reason
1	Head, Dept. of English	Dr. Krishnan Namputhiri M R	

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Soladsvanchalli, Heeraghatta Road
Bengaluru - 560107



MINUTES OF MEETING: IQAC
ACHARYA INSTITUTE OF GRADUATE STUDIES
BENGALURU



Discussion Summary: Prof. Gurunath Rao Vaidya commenced the meeting expressing disappointment with the delay in the procurement and upload of AQAR 2019-2020. Further, the emphasis was laid on to systematically function and regularly follow up the activities within the Department; and ensure the performance of the Department to be improving over the course of time.

	Action/Discussion Points	Responsibility	Timeline
1	The uploaded data was presented on PPT for cross-verification of the data pertaining to AQAR 2019-2020	Criteria in-charge & HoD	25 December 2020
2	Department to conduct value added courses	HoD & Faculty	Every year
3	Look for and initiate more internship programs for the students	HoD & Faculty	Every year
4	To hold briefing on the NAAC particulars to individual faculty once a month	Dr. Anil B Malali	Once a month
5	To create a format and arrange procurement of structured feedback from all the stakeholders	Mrs. Ashwini Atul Joshi	25 December 2020
6	Insist two publications an year by every faculty	Dr. Gopal Krishna	Every year
7	Coordinators to involve more teachers in extension activities/community services	Dr. Kumaraswamy & Mr. George V T	
8	Briefed on citations and h-index	Dr. Gopal Krishna	
9	Insisted the entries pertaining to the amount particulars to be consulted with the Accounts Department and entered	Ms. Nethravathi N (Alumni fees)	25 December 2020


Signature of the Chairperson / Designation

PRINCIPAL

Acharya Institute of Graduate Studies

Medavanehalli, Heeralakotta Road

Date: 10/12/2020

Compliance Report:

- Individual Departments have been instructed to initiate and offer Value Added Courses in the respective domains; Initiatives have been taken to do the required
- The faculty members are oriented on NAAC and academic engagements at regular intervals
- Mrs. Ashwini Atul Joshi created the Google form for the procurement of feedback and devised the mechanism towards the same.
- Faculty members are guided on research areas and encouraged to engage in research works; and insisted on quality publications every year.





ACHARYA INSTITUTE OF GRADUATE STUDIES
(Re-accredited 'A' and Affiliated to Bengaluru Central University)
Soldevanahalli, Bengaluru-560107

MINUTES OF MEETING

A meeting with the core team towards the 3rd cycle of NAAC accreditation was convened on 30 September 2020 in Principal's Chamber, Acharya Institute of Graduate Studies from 10.00 a.m. to 11.00 a.m.

The meeting was chaired by Prof. Gurunath Rao Vaidya (Principal, AIGS). The meeting commenced with briefing on the previous minutes of meet by Mr. Riyaz – UI – Rahman (Faculty, Department of Chemistry).

Prof. Gurunath Rao Vaidya commenced the meeting emphasizing on the priority of the documentation towards NAAC visit in 2022. He stated that the committee members must plan the data procurement, collection and assimilation of data.

- He conveyed that the faculty assigned each criteria must follow up collection of the essential details through the Heads of the Department.
- He reminded the AQAR that needs to be uploaded before December. In this regard, the coordinators of each criteria were instructed to start the online entry process.
- It was conveyed that the window to apply for NIRF is likely to open in the last week of October or the first week of November. The committee members were insisted to plan the things accordingly.
- It was also communicated that Ms. Bindu is appointed as the IQAC assistant. She will be assisting the documentation process.
- Dr. Anil B Malali will be coordinating the criteria pertaining to Institutional values and Best practices.
- Prof. Gurunath Rao Vaidya concluded the meeting by insisting on discouraging the committee members from absenting during the meeting.

Compliance Report:

- The Faculty Coordinators started reading into the essentials of the criteria and streamlining the mechanism to collect the data pertaining to the criteria.

G. Vaidya

PRINCIPAL

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Soldevanahalli, Hazaraghatta Road
Bengaluru - 560107

