



ACHARYA INSTITUTE OF GRADUATE STUDIES
(NAAC Reaccredited 'A' and Affiliated to Bengaluru Central University)
Soladevanahalli, Bengaluru-560107

MINUTES OF MEETING
INTERNAL QUALITY ASSURANCE CELL

TIME: 2.00 P.M.

DATE: 9 May 2020

VENUE: Virtual Meet

The Internal Quality Assurance Cell, Acharya Institute of Graduate Studies convened its meeting on 9th May 2020 on Zoom.

Minutes:

The member coordinator, Dr. Anil B. Malali welcomed the Chairperson and all the members of IQAC. It was followed by the address by Dr. Gurunath Rao Vaidya, Principal, AIGS.

The meeting commenced with briefing on the previous minutes of meet by Ms. Ranisha R.

Discussion Summary:

- The Chairperson asked about the effectiveness of online classes being conducted on virtual platform and informed to encourage the use of tools available.
- Considering the pandemic Dr. Riyaz informed that we have to explore conducting virtual activities.
- Ms. Sudha said the Department of Management has already started the activity of Virtual Industrial Visits.
- The internal evaluation should be conducted using Google Classroom or Google form.
- The Chairman informed that the ERP team has developed a learning management system 'ALIVE', for engaging online classes.
- It was discussed to conduct webinar on Quality management for the faculty members.
- The criterion wise coordinators were asked to ensure that the documentation can be organized in the google drive for easy retrieval.

The meeting concluded with the reading out of proceedings' summary by the member coordinator. The IQAC coordinator thanked all the members.



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Members Present

Sl. No.	Name	Designation
1	Dr. Gurunath Rao Vaidya, Principal, AIGS	Chairperson
2	Dr. S. Gopalakrishnan, Head, R&D	Member
3	Mr. George Varied T, Head, Department of Psychology	Member
4	Mrs. Sudha M, Head, Department of Management	Member
5	Mrs. Ashwini Joshi, Head, Department of Fashion and Apparel Design	Member
6	Dr. Riyaz-ur-Rahaman Khan, Asst. Prof, Department of Chemistry	Member
7	Dr. Raghu, Asst. Prof, Department of Economics	Member
8	Mrs. Ranisha R, Asst. Prof, Department of English	Member
9	Mr. Prashantha S C, Librarian	Member
10	Mr. Ravikiran R K	Member
11	Dr. Anil B Malali, Head, Department of Commerce (PG)	IQAC Co-ordinator



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Action Taken Report for the Meeting held on 09/05/2020

Discussions in the Meeting	Action Taken
1. Effective online classes	10. Faculty members encouraged to various tools for online classes
2. Virtual Activities	11. Departments conducted Virtual activities
3. Online Internal Evaluation	12. The HoDs of the department were asked to conduct online tests
4. Webinar on Quality	13. Organized