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Sarada Vilas Educational Institutions (R.)

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SARADA VILAS COLLEGE

Krishnamurthypuram, Mysuru - 570 004

(Affiliated to the University of Mysore)

Reaccredited by NAAC with A grade (CGPA : 3.19)

E-mail : principal@saradavilas.com Website : www.saradavilas.com



Dr. M. Devika, M.Sc., M.Phil., Ph.D.

Principal

Mobile : 9880024483

DETAILS OF IQAC MEETINGS

2023-24

SL.NO	DATE	NUMBER OF MEETINGS	PAGE NO
1	12/02/2024	IQAC MEETING -1	2-3
2	01/09/2023	IQAC MEETING -2	4-5
3	03/08/2023	IQAC MEETING -3	6-7
4	12/07/2023	IQAC MEETING -4	8
5	30/06/2023	IQAC MEETING -5	9
6	23/06/2023	IQAC MEETING -6	10
7	15/06/2023	IQAC MEETING -7	11-12
8	02/06/2023	IQAC MEETING -8	13-14


Dr. M. Devika
M.Sc., M.Phil., Ph.D.
Principal
Sarada Vilas College
Krishnamurthypuram, Mysuru.

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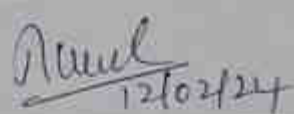


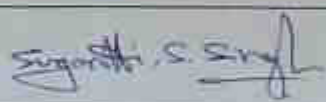



AAA 2022-2023 Meeting




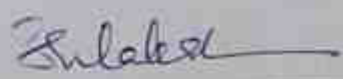

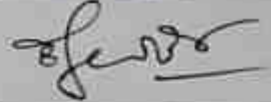
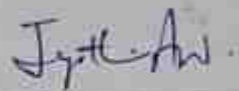


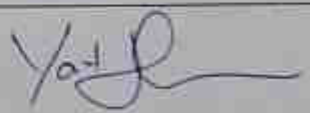



12/02/2024

As a part of IQAC, a meeting related to AAA (2022-23) was conducted for AQAR (2022-23) on 12/02/2024 in Principal's chamber during 12.00 noon - 6.30 pm in the presence of following members listed below

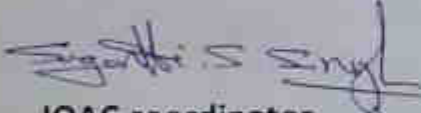
Agenda of the meeting

- Welcome note by the Principal.
- PPT presentation by the heads of all the departments and various committee convenors to be presented to the external experts for their suggestions and remarks.
- Suggestions suggested by the external experts to be noted and implemented.
- AAA report writing by the external experts.
- Thank you note by the IQAC coordinator.

NAME	DESIGNATION	SIGNATURE
1. Prof. K. A. Raveesha	Chairman, Dean, School of Life Sciences JSS-AHER, Mysuru	 12/02/24
2. Prof. S. Ravi	External Member DOS in Statistics University of Mysore Manasagangotri, Mysuru	 12-02-2024
3. Dr. M. Devika	Principal & Head of the Department of Botany	
4. Smt. Suganthi. S. Singh	IQAC coordinator & Head of the Department of Physics	
5. Smt. Shakunthala	IQAC co-coordinator & Head of the Department of Zoology	
6. Dr. R. Gururaja	Head of the Department of PG Chemistry	
7. Dr. Yathirajsharma M. V.	Head of the Department of Mathematics	

8. Sri. R. A. Manjunath	Head of the Department of Microbiology & Biotechnology	
9. Smt. Shilphashree N.	Head of the Department Of Computer Science & B.Sc. Hon's (DS & AI)	
10. Dr. Rekha H. L.	Head of the Department of Kannada	
11. Smt. Srilakshmi R.	Head of the Department of English	
12. Sri. Likith Clement P.	Head of the Department of Biochemistry	
13. Sri. H. R. Krishnamurthy	Head of the Department of UG Chemistry	
14. Dr. Jyothi A. N.	Head of the Department of Commerce	
15. Dr. Swamy. D.	Head of the Department of Library	
16. Sri. Shivakumar G.	Head of the Department of Physical Education	
17. Dr. Yathirajsharma M. V.	Convener, Placement Cell	
18. Smt. Shakuntala	Convener, Cultural Committee	
19. Smt. Arpitha K.	Convener, Posh & Anti-Ragging Committee	
20. Dr. Rekha H. L.	Literary Committee	

Expert's suggestions and remarks of AAA are noted and the report is attached


IQAC coordinator

Suganthi S. Singh


Principal

Dr. M. Devika


M.Sc., M.Phil., Ph.D.
Principal
Sarade Vilas College,
Krishnamurthypuram, Mysuru.

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Sarada Vilas College

(Re-Accredited by NAAC with 'A' grade (CGPA:3.19)
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Krishnamurthypuram, Mysuru – 570004

Minutes of meeting

IQAC meeting

Date: 1st September 2023

Place: Principal's Chamber

Time: 4:00 PM to 5:30 PM

Agenda:

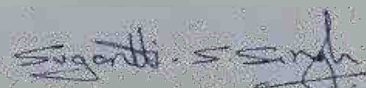
1. To start the AQAR 2022-23 work
2. To discuss on the academic calendar.
3. To set the plan for the academic year 2023-24.
4. Formation of committees.

Proceedings of the meeting

By welcoming the members present, Smt. Suganthi S. Singh, the IQAC coordinator, proposed the agendas of the meeting. Both the IQAC coordinator and the principal requested all the criteria heads present in the meeting to start the work of AQAR 2022-23. Members requested to add additional faculty for their respective criteria's work. The request was approved and it was assured that new teaching staff would be added to all the criteria.


This was followed by a discussion on the events each department would carry out in the academic year 2023-24. All the heads were informed previously to come up with a plan to the meeting. All of them submitted their plan for 2023-24.

This discussion was followed by setting a plan for the academic year 2023-24. The following plans were set in the meeting:














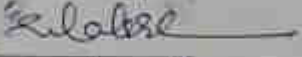
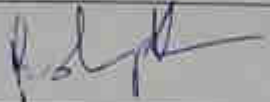
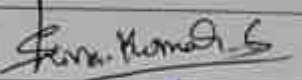
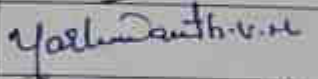

IQAC Co-ordinator

(Suganthi.S.Singh)


Principal
Sarada Vilas College
Mysore - 570 004

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Members present:

Sl. No.	Name	Designation/Role	Signature
1	Dr. Devika M	Principal, Head, Dept. Botany	
2	Smt. Suganthi S Singh	IQAC coordinator, Criteria 1 coordinator & Head, Dept. Physics	
3	Smt. Shakunthala	IQAC coordinator & Criteria 4 coordinator	
4	Dr. Gururaja R	Coordinator, PG Chemistry	
5	Capt. R. A. Manjunath	Criteria 3 coordinator & Head, Dept. Biotechnology and Microbiology	
6	Mr. Krishnamurthy H R	Head, Dept. Chemistry	
7	Yathirajsharma M. V.	Criteria 6 coordinator & Head, Dept. Mathematics	
8	Dr. Rekha H L	Head, Dept. Kannada	
9	Dr. Jyothi A. N.	Criteria 7 coordinator & Head, Dept. Commerce and Business Administration	
10	Smt. Shilpashree N	Head, Dept. Computer Science	
11	Mr. Likith Clement	Head, Dept. Biochemistry	
12	Smt. Sreelakshmi R	Head, Dept. English	
13	Dr. Pushpa K	Criteria 2 coordinator	
14	Sri. Shivakumar G	Criteria 5 coordinator	
15	Sri. Yashvanth V M	Part A Coordinator	
16	Dr. Swamy D	Librarian	

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INTERNAL QUALITY ASSURANCE CELL MEETING

Meeting details for 03-08-2023 at 4PM.

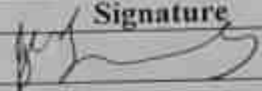
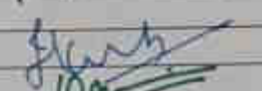
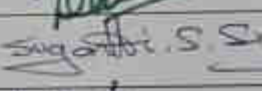




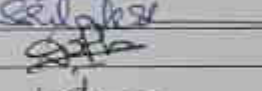
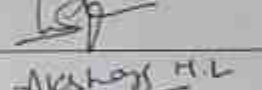
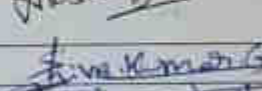


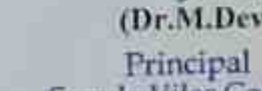
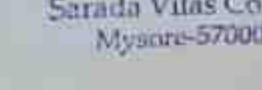

Venue: Board Room

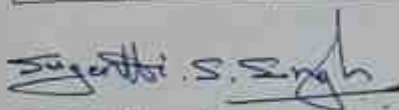
Time: 4:00 PM

Agenda of the Meeting


- To discuss about the NAAC PEER Team visit.
- To take the Valuable suggestion from our institution President, Secretary, Dr.T.K.Umesh and other members present.

The Members Present in the Meeting

Sl.No	Name	Designation	Signature
1	Dr.B.Subraya	President SVEI	
2	Hon.Chandrashekar.N	Secretary, SVEI	
3	Dr.T.K.Umesh	Senior Governing Council	
4	Dr.M.Devika	Principal	
5	Smt.Suganthi.S.Singh	IQAC Co-ordinator	
6	Sri.Venkataramana Bhat	Sanskrit Professor	
7	Dr.Gururaj	PG Co-ordinator	
8	Nataraj	UG Chemistry	
9	Sri.Manjunath.R.A	HOD Microbiology	
10	Smt.Shakunthala	Co-coordinator	
11	Sri.Krishanmurthy.H.R	HOD Chemistry	
12	Dr.Yathiraj Sharma	HOD of Maths Department	
13	Dr.Rekha	HOD of Kannada	
14	Smt.Srilakshmi.R	HOD of English	
15	Sri.Likith Clement	HOD of Bio-Chemistry	
16	Smt.Shilpashree.N	HOD of B.Sc Hon's & Computer Science	
17	Smt.Akshaya	Computer Science Faculty	
18	Sri.Shivakumar.G	Physical Education Director	
19	Dr.Swamy.D	Librarian	



IQAC Co-ordinator
(Suganthi.S.Singh)


Principal
(Dr.M.Devika)
Principal
Sarada Vilas College
Mysore-570004

Proceedings of the meeting:

As the NAAC peer team was visiting the college on 17th and 18th of the month, IQAC coordinator explained the preparations for the same. The coordinator presented the list of committees formed for carrying out the processes smoothly and successfully.


All the documents to be submitted before the peer team were presented before the members. President, Secretary and Dr. T. K. Umesh urged that the PPT presentations prepared for the visit be presented on the next day before them.

The protocols for the two days were discussed. Few suggestions and corrections were made in the already prepared time table for the visit.



IQAC Co-ordinator

(Suganthi S. Singh)


Principal
Principal
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Mysore - 579 004

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INTERNAL QUALITY ASSURANCE CELL MEETING

Date : 12-07-2023

Day : Thursday

Venue : Principal Chamber

Time : 12:00 PM

A meeting was held in principal chamber on 12-07-2023 at 12:00 pm. The meeting Commenced with a welcome note from the principal. All the HOD's of various department were present in the meeting. The purpose of the meeting was to discuss about the Mock PEER Team visit on 12-07-2023 to check all the department file documentation. To serve this purpose Dr. Ashok Kumar Department of Zoology, former principal of Sarada Vilas College, Mysuru was invited as an external expert. The External expert visited all the departments along with principal Dr. Devika, IQAC Co-ordinator Smt. Suganthi. S. Singh and IQAC Co-coordinator Smt. Shakunthala. The valuable suggestions given by the expert was noted and all HOD's were instructed to implement the same. The meeting concluded with a thankyou note from the IQAC Co-ordinator.

The Members Present in the Meeting

Sl.No	Name	Designation	Signature
1	Dr.M.Devika	Principal	
2	Smt.Suganthi.S.Singh	IQAC Co-ordinator	
3	Sri.Venkataramana Bhat	Sanskrit Professor	
4	Dr.Gururaj	PG Co-ordinator	
5	Nataraj	UG Chemistry	
6	Sri.Manjunath.R.A	HOD Microbiology	
7	Smt.Shakunthala	HOD of Zoology	
8	Sri.Krishanmurthy.H.R	HOD Chemistry	
9	Dr.Yathiraj Sharma	HOD of Maths Department	
10	Dr.Rekha	HOD of Kannada	
11	Smt.Srilakshmi.R	HOD of English	
12	Sri.Likith Clement	HOD of Bio-Chemistry	
13	Smt.Shilpashree.N	HOD of B.Sc Hon's & Computer Science	
14	Smt.Akshaya	Computer Science Faculty	
15	Sri.Shivakumar.G	Physical Education	
16	Dr.Swamy.D	Librarian	

IQAC Co-ordinator
 (Suganthi.S.Singh)

Principal
 (Dr.M.Devika)
Dr. M Devika
 M.Sc, M.Phil, Ph.D.
 Principal
 Sarada Vilas College,
 Krishnamurthypuram, Mysuru.

SARADA VILAS COLLEGE
Krishnamurthypuram, Mysuru

INTERNAL QUALITY ASSURANCE CELL MEETING







Date : 30-06-2023
Venue : Principal Chamber

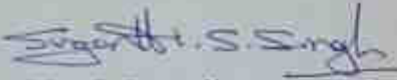
Day : Friday
Time : 2:15 PM

A meeting was held in principal chamber on 30-06-2023 at 2:15 pm. The meeting Commenced with a welcome note from the principal. The purpose of the meeting was to discuss about the website requirements as per NAAC guidelines for the visit. The required modification was to be done immediately without any delay, various suggestions given by the website technical team was implemented. The meeting concluded with a thankyou note from the IQAC Co-ordinator.

The Members Present in the Meeting

Members present in the meeting

Sl.No	Name	Designation	Signature
01.	Dr.Devika.M	Principal	
02.	Smt.Suganthi.S.Singh	Co-ordinator	
03.	Smt.Shakunthala	co-ordinator	
04.	Smt.Shilpashree	HOD of Computer Science Department	
05.	Smt.Akshaya	Computer Science Faculty	
06.	Sri.Aravind	IT representative	


IQAC Co-ordinator

(Suganthi.S.Singh)


Principal
Sarada Vilas College
Dr. M. Devika
Mysore - 570 004

SARADA VILAS COLLEGE
Krishnamurthypuram, Mysuru



INTERNAL QUALITY ASSURANCE CELL MEETING

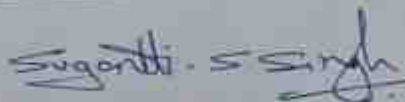
Date : 23-06-2023
Venue : Principal Chamber

Day : Monday
Time : 3:00 PM

A meeting was held in principal chamber on 23-06-2023 at 3:00 pm. The meeting Commenced with a welcome note from the principal. All the HOD's of various department and committee members were present in the meeting. The meeting was scheduled to discuss about the NAAC PEER TEAM Visit, various committees framed for the NAAC preparation work were given instructions by the principal. A time target was given to each committee to submit the report of preparation done by them. The meeting concluded with a vote of thanks from the IQAC Co-ordinator.

The Members Present in the Meeting

Sl.No	Name	Designation	Signature
1	Dr.M.Devika	Principal	
2	Smt.Suganthi.S.Singh	IQAC Co-ordinator	
3	Dr.Gururaj	PG Co-ordinator	
4	Nagaraj	UG Chemistry	
5	Sri.Manjunath.R.A	HOD Microbiology	
6	Smt.Shakunthala	HOD of Zoology	
7	Sri.Krishanmurthy.H.R	HOD Chemistry	
8	Dr.Yathiraj Sharma	HOD of Maths Department	
9	Dr.Rekha	HOD of Kannada	
10	Smt.Srilakshmi.R	HOD of English	
11	Sri.Likith Clement	HOD of Bio-Chemistry	
12	Smt.Shilpashree.N	HOD of B.Sc Hon's & Computer Science	
13	Smt.Akshaya	Computer Science Faculty	
14	Sri.Shivakumar.G	Physical Education	
15	Dr.Swamy.D	Librarian	


IQAC Co-ordinator

(Suganthi.S.Singh)


Principal
Principal
Sarada Vilas College
Mysore - 570 004

SARADA VILAS COLLEGE
Krishnamurthypuram, Mysuru

INTERNAL QUALITY ASSURANCE CELL MEETING



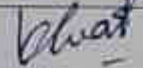

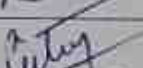





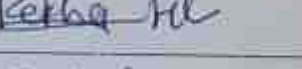
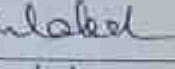

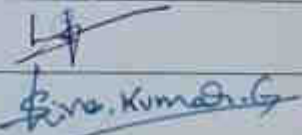
Date: 15-06-2023
Venue: Principal Chamber


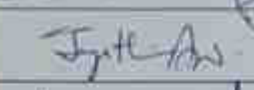

Day: Thursday
Time: 3:30 PM

A meeting was held in principal chamber on 15-06-2023 at 3:30pm. The meeting commenced with a welcome note from the principal. All the HOD's of various departments were present in the meeting. The purpose of the meeting was to discuss about the preparation for the NAAC PEER Team Visit. Various committees were framed to distribute the work among staff's. HOD's gave the required inputs. Requirement of various departments were listed and the said work started immediately.

All the HOD's were instructed by the principal to take care of all the department needs for the NAAC Visit. The meeting concluded with a thank you note from the IQAC Coordinator

The Members Present in the Meeting

Sl.No	Name	Designation	Signature
1	Dr. M. Devika	Principal	
2	Smt. Suganthi. S. Singh	IQAC Coordinator HOD of Physics	
3	Sri. Venkataramana Bhat	Sanskrit Professor	
4	Dr. Gururaj R	PG Coordinator	
5	Sri. Natraj	UG Chemistry	
6	Sri. Manjunath. R.A	HOD Microbiology & Biotechnology	
7	Smt. Shakunthala	Co-coordinator HOD of Zoology	
8	Sri. Krishanmurthy. H. R	HOD Chemistry	
9	Dr. Yathiraj Sharma	HOD of Mathematics Department	
10	Dr. Rekha	HOD of Kannada	
11	Smt. Srilakshmi. R	HOD of English	
12	Sri. Likith Clement	HOD of Bio-Chemistry	
13	Smt. Shilpashree .N	HOD of B.Sc Hon's & Computer Science	
14	Sri. Shivakumar. G	Physical Education	

15	Dr. Swamy. D	Librarian	
16	Dr. Jyothi A N	Dept. of Commerce	
17	Sri. Aravind	System IT Admin	


Suganthi .S. Singh
IQAC Coordinator

Suganthi .S. Singh


Principal

Dr. M. Devika

Dr. M Devika

M.Sc., M.Phil., Ph.D.

Principal

Sarada Vilas College,
Krishnamurthyapuram, Mysuru.

SARADA VILAS COLLEGE, MYSURU
INTERNAL QUALITY ASSURANCE CELL MEETING

Venue: Board Room

Date: 02/06/2023 (Friday)

Agenda of the Meeting

1. Second Installment Fee Payment discussion (Rs.59,000 & Rs.2,36,000/-) ✓
2. To discuss about the stay of the NAAC Peer Team
3. To fix the dates of NAAC Peer Team visit within the academic period, as the university calendar of events is proposed
4. Department PPT's to be ready
5. Infrastructure requirements to be discussed
6. To arrange for a mock team visit
7. To discuss about the Route map of the NAAC Peer Team visit
8. To form various committees to receive the NAAC Peer Team
9. Principal & IQAC PPT to be ready
10. To prepare the visit schedule

The IQAC meeting was held on 02/06/2023 (Friday) at 11:00am in Central office in the presence of the Institution President, Hon. Secretary, Dr. T. K. Umesh Senior governing council member, Principal, IQAC Coordinator & other IQAC members.

Minutes of the meeting:

The meeting started with a welcome note from the principal.

The discussion started with

As per Agenda 1: The permission to pay the fees was granted by the management.

As per Agenda 2: It was decided, to fix the dates with reference to the university Calendar.

So that, the current students are available during the NAAC peer team visit.

To book suites in a decent and respectable star hotel.

As per Agenda 3: All the HOD's were instructed to prepare the department PPT's as per NAAC guidelines.

As per Agenda4: Infrastructure requirement was placed before the management for approval.

As per Agenda 5: A mock team visit was scheduled on 14/06/2023 and all the HOD's were instructed to prepare for the mock Peer Team visit. The team will consist of three members.






As per Agenda 6: A Route map to be prepared for the NAAC PEER Team.

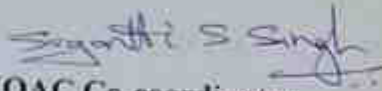
The suggestions thus given by the experts to be adopted.

As per Agenda 7: As per the suggestion given by the experts Various Committees were framed and given responsibilities for the conduct.

As per Agenda 8: The principal PPT and IQAC PPT to be ready.

Members Present for the Meeting

SLNo	Name & Designation	Signature
1	Dr. Subraya – President (SVEI)	
2	Sri. Chandrashekar – Hon. Secretary	
3	Dr. T. K. Umesh – Senior Governing Council Member	
4	Dr. M. Devika – Principal (SVC)	
5	Smt. Suganthi. S .Singh – (SVC) IQAC Co-coordinator	


IQAC Co-coordinator
Suganthi. S. Singh


Principal
Dr. M Devika
Dr. M Devika
M.Sc., M.P.N.L., Ph.D.
Principal
Sarada Vilas College
Krishnamurthypuram, Mysuru.