

SARADA VILAS EDUCATIONAL INSTITUTIONS(R)

SARADA VILAS COLLEGE, MYSURU

Affiliated to the University of Mysore

Re accredited by NAAC with B+ grade (CGPA: 2.70)

Date: 30 /12/2021

at 3.30 pm

Dear Sir /Madam

Sub: IQAC Meeting


A meeting of internal quality assurance cell (IQAC) will be held on 30-12- 2021 at 3.30 pm in Principal's chamber, SVC. You are requested to find time and attend the meeting and give your valuable suggestions to improve the performance of IQAC.

Agenda of the IQAC second meeting to be held at central office.

1. Admission of 2021- 22.
2. Result Analysis of 2020 -21 .
3. Commencing PG Diploma in e commerce and digitization from 2021-22.
4. AQAR of 2018-19 & 2019-20 has been submitted and the same has been accepted by the NAAC office.
5. AQAR of 2016-17 &2017-18 is ready for submission (online mode)
6. Discussion of AQAR 2020-21 new format released by the NAAC office.
7. Preparation and submission of SSR manual.
8. Matters related to Academic Administrative Audit, Energy Audit & Green Audit.
9. Preparation of calendar of events according to NAAC requirements separately for 2021 – 22.
10. Preparation of IIQA.
11. Appointment of new member in place of Dr. M. K. Manjula due to her retirement.
12. Any other matter.

Thanking you

  
IQAC Coordinator

  
Principal  
Sarada Vilas College  
Mysore-570 004

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Minutes of IQAC Meeting: 2020 – 21

Meeting Details:

Date: 30 /12/2021

Day: Thursday



Time: 3.30 pm


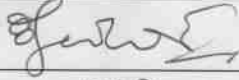

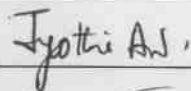

Venue: Principal's chamber, SVC.

Proposed Minutes of Meeting

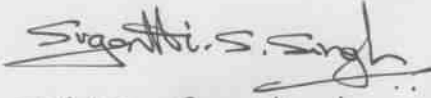
1. Welcome Address by the principal.
2. Discussion related to the agenda of the meeting.
3. Vote of thanks by IQAC Coordinator.


Members Present

	Name	Designation	Signature
1	Dr .Subraya .B.M	President, SVEI	
2	Hon. Chandrashekar .N.	Secretary, SVEI	
3	Dr. T. K. Umesh	Vice President, SVEI	
4	Dr. M .Devika	Principal	
5	Smt. Suganthi S Singh	IQAC Coordinator	
6	Sri. Purnaprajna	Alumni Member	
7	Sri. Mohan Krishna	Industrial Expert	
8	Dr. M. K. Manjula	Teacher Representative	
9	Sri. R. A. Manjunath	Teacher Representative	

10.	Smt. Shakunthala	Co-coordinator	
11.	Sri .H. R. Krishnamurthy	Teacher Representative	
12.	Sri. Geoffrey Vijay Kumar	IT Coordinator	
13.	Dr. Jyothi A.N.	Teacher Representative	
14.	Sri. Eshwar <sup>A.N.</sup>	Non Teaching Representative	

Proceedings of the meeting to be recorded by the IQAC coordinator

  
IQAC Co-ordinator

  
Principal

**Dr. M Devika**  
M. Sc., M. Phil., Ph.D.  
Principal  
Sarada Vilas College,  
Krishnamurthypuram, Mysuru.  
Phone: 0821-2332479  
E-mail: principal@saradavilas.com

## Proceedings of the meeting held on 30<sup>th</sup> December 2021

At Principal's chamber

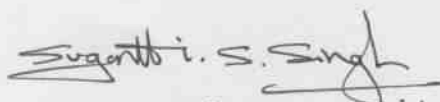
The meeting started with a welcome note from the principal Dr. M Devika. All the members were present during the meeting. Dr. T K Umesh gave the suggestions to improve the energy audit and green audit.


Sri. MohanKrishna gave suggestions to collect feedback from the students during the end of each semester and to analyze it to improve the quality and to run a bridge course based on the feedback. He also suggested that appraisal for teachers should be taken in uniform format. He also suggested that the teacher salary has to be hiked to the best possible.

Dr. T K Umesh suggested that the placement should be made strong and to get teachers updated related to the subject FDP etc., to be conducted. He also suggested to retain good teachers to maintain the glory of the college by making management permanent.

Sri. N Chandrashekar suggested a new technique of analysis the result based on unit handled by individual teachers to improve the next semester results.

The meeting concluded with a vote of thanks from the IQAC coordinator.

  
IQAC coordinator

  
Principal  
Saraswathi Vilas College  
Mysore-570 002


## Action taken report

As per the meeting held on 19/03/2021

1. The college has submitted the AQAR 2019-20 on time.
2. A separate room for IQAC was installed in the college.
3. Few workshops, seminars and special lectures on almost all the subjects were conducted.
4. Intercollege sports, literary and cultural competitions were conducted.
5. Language lab was installed.

As per the meeting held on 30/12/2021

1. The SSR preparation work was implemented.
2. Academic administrative audit was done.
3. The energy audit was conducted by an external body.
4. The green audit of the college campus was done by external agency.

  
IQAC Coordinator

  
Principal  
Sarada Vilas College  
Mysore - 570 004

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Proceedings of IQAC Meeting: 2022 – 2023

Meeting Details:

Date: 18/07/2022


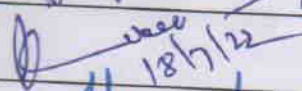

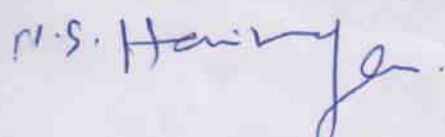

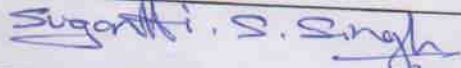

Day: Monday Time: 11.00 pm

Venue: Principal's chamber, Sarada Vilas College

Proposed Minutes of Meeting

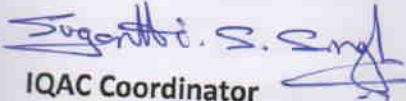
1. Welcome Address by the principal at the start of the meeting
2. Discussion related to the agenda of the meeting point wise
3. Vote of thanks by IQAC Coordinator at the conclusion of the meeting

Members Present

	Name	Designation	Signature
1	Dr .Subraya .B.M	President, SVEI	
2	Hon. Chandrashekar .N.	Secretary, SVEI	
3	Dr. T. K. Umesh	Senior Governing Council Member, SVEI	
4	Dr. N.S. Harinarayana	DOS in Library Science and Information IQAC Director University Representative	
5	Dr. M .Devika	Principal	
6	Smt. Suganthi S Singh	IQAC Coordinator	
7	Smt. Shakunthala	IQAC Co - coordinator	

8	Sri. Purnaprajna	Alumni Member	V. Purnaprajna
9	Sri. Mohan Krishna	Industrial Expert	M. Krishna
10	Sri. Krishnamurthy H R	Teacher Representative	H. R. Krishna
11	Sri. Yathiraj Sharma M.V	Teacher Representative	Y. Sharma
12	Dr. Jyothi A.N.	Teacher Representative	Jyothi A.N.
13	Sri. Eswara . N	Non Teaching Representative	A. Eswara
14	Adithya Bharadwaj N	Student Representative	A. Bharadwaj
15	Vijay Kumar Geoffrey	IT Representative	V. Kumar

Minutes of the meeting to be recorded during the meeting

  
Suganthi S. Singh  
IQAC Coordinator

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

## MINUTES OF MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 18/07/2022 Time: 11.00am Venue: Principal's chamber

IQAC meeting was held on 18/07/2022 at 11 am in Principal's chamber to discuss about the agenda of the meeting.

All the members attended the meeting. The meeting started with the welcome note from the Principal, Dr. M. Devika.

### Agenda

1. **Submission of AQAR for 2020-2021** – Dr. T.K.Umesh, Former Vice Chancellor, University of Mysore and Governing Council Member, SVEI (R.) viewed the Power point presentation of the prepared AQAR 2020-21 along with Dr. N.S. Hari Narayana, DOS in Library and Information centre and gave their valuable suggestion. They suggested to check the uploaded documents and web links in the Institutional website.
2. **Period of duration consider for AQAR 2020-21**- The period of duration was discussed with Dr. N.S. Hari Narayana, DOS in Library and Information centre and suggested to continue from same period (from January 2021 to December 2021).
3. **Payment of fees for submitting IIQA and filling up of IIQA**- The said point was discussed with Hon. Secretary of Sarada Vilas Educational Institutions (R.), Sri. Chandrashekhar. N.
4. **Preparation for SSR**- SSR preparation work is under progress.
5. **To set up e-Library**-Dr. T.K. Umesh and Dr. N. S. Hari Narayana also suggested to automate Library using Integrated Library Management System (ILMS) and also suggested to subscribe a greater number of e-resources.
6. **To have a registered Alumni Association**-The President of the Institution Dr. B. M. Subraya suggested to have a combined registered Alumni association for all the sister concerns.
7. **To have an external member representative for academic and administrative office, energy audit and green audit**- On the request of Dr.

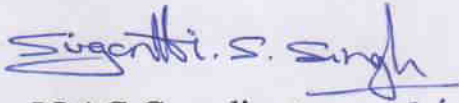


Dr. T.K.Umesh, Dr. N. S. Hari Narayana accepted to be an external member to above said audit.

8. **MOUs for E-waste management to be signed-** T.K.Umesh, suggested discussing this point with IT representatives.
9. **To include Sri.Yathiraj Sharma M.V. due to superannuation of Dr. Manjula. K.M** –All the members of the IQAC cell have given their concern.
- 10.**Regarding the AQAR on our college website from 2010 –**

Dr. T.K. Umesh and Dr. N. S. Hari Narayana suggested retaining old AQAR on our College website.

The meeting was concluded with Vote of thanks by Smt. Suganthi. S. Singh after summarizing the meeting proceeding and conclusive remarks.



IQAC Coordinator  
Sarada Vilas College, Mysuru



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

As per the agenda, the action taken report of the IQAC meeting held on

18/07/2022 is as mentioned below

1. The period of duration for AQAR 20-21 was finalised with the help of the NAAC office.

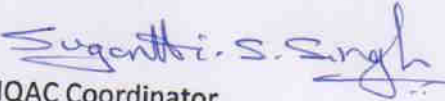
As per the instructions given by the NAAC office, the related work was done and AQAR 2020 - 21 were submitted on time.

2. The IIQA fees were remitted by the stipulated time and IIQA was submitted.

3. SSR preparation work is in progress. The Principal, iqac coordinator and the external Experts are monitoring the work regularly.

4. Koha software (open source integrated library system) in the library was installed for Automation process.

5. Replacement of a new faculty member in the place of the superannuation faculty member was implemented immediately.

  
IQAC Coordinator

  
Principal  
Principal  
Sarada Vilas College  
Mysore - 579 004