

**Kuvempu University**  
**SAHYADRI SCIENCE COLLEGE, SHIVAMOGGA – 577 203**

(A Constituent college of Kuvempu University)

Phone: 08182 – 240435

E-Mail: sahyadriscience@gmail.com

web: www.kussc.ac.in

Date: 02/02/2024

**IQAC Advisory Committee Meeting Notice**


A meeting of IQAC Advisory Committee members is being scheduled on 06/02/24 in Dr. S. Radhakrishnan Hall at 11.00 am for the discussion and planning on various aspects of academic progress of the college. We cordially invite all the members to attend the meeting without fail. The department heads and unit/cell coordinators are informed to provide required inputs for having a fruitful discussion. They also have been informed to be readily available – for any clarification- on the meeting day.

The agenda of the meeting are enlisted below:

1. To approve proceeding of previous meeting
2. Prepare and submission of AQAR 2023-2024
3. Preparation and Submission of IIQA
4. Final Update of seven criteria and submission of SSR
5. Student Satisfaction Survey Process
6. Feedback and Assessment Process 2023-24
7. Updating of College Web site
8. IQAC initiatives

  
IQAC CO-ORDINATOR  
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Sahyadri Science College (Autonomous)  
Kuvempu University  
SHIMOGA - 577203.

  
IQAC CO-COORDINATOR

  
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SAHYADRI SCIENCE COLLEGE  
(Constituent College of Kuvempu University)  
SHIMOGA, Karnataka State.

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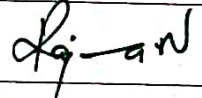
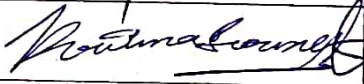
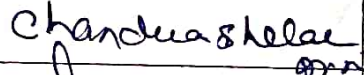
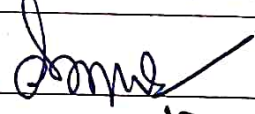

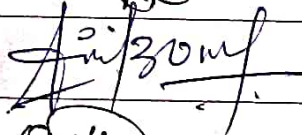
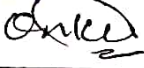
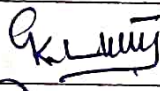

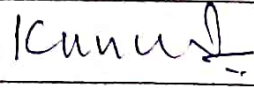

web: www.kussc.ac.in

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Meeting Proceedings**

IQAC advisory committee meeting is held on 06.02.2024 Tuesday at 11.00 a.m. in Dr. Radhakrishnan hall to discuss about the following agenda and to come out with a conclusion for the betterment of the Institution. It is a preliminary meeting of NAAC accreditation process.

The following members were present in the meeting.

Sl No	Name	Designation/Position	Signature
01	Prof. Rajeshwari N	Principal	
02	Dr K Krishna Swamy	IQAC Co-ordinator	
03	Dr. M. N. Chandrashekhar	NAAC Co-ordinator	
04	Dr. Muthaiah S M	Member	
05	Dr Subramanya K	IQAC Co-coordinator	
06	Dr Syed Sanaulla	Member	
07	Dr Onkarappa R	Member	
08	Dr Krishnamurthy G	Member	
09	Dr Venkatesh P	Member	
10	Dr Prabhakara B T	Member	
11	Dr Kumaraswamy B E	Member	
12	Section Officer Sahyadri Science College	Member	



13	Smt Rukmini Naik	Member	Rukmini Naik
14	Miss Nanditha	Member	Nanditha
15	Prof T S Hovaiah Gowda	Member	
16	Mr Dutta Kumar S	Member	Dutta
17	T Radhabai	Member	Radhabai
18	Prof. Gayatri Devi Sajjan	Member	
19	Prof. M K Veena	Member	Veena M.K
20	Dr. H. N. Ramesh Babu	Member	H. N. Ramesh Babu

At the outset, College IQAC Coordinator Dr. Krishna Swamy K invited all the esteemed members of the committee and discussed in details of the following agenda.

1. To approve proceeding of previous meeting
2. Prepare and submission of AQAR 2023-2024
3. Preparation and Submission of IIQA
4. Final Update of seven criteria and submission of SSR
5. Student Satisfaction Survey Process
6. Feedback and Assessment Process 2023-24
7. Updating of College Web site
8. IQAC initiatives

**1. To approve of proceeding of previous meeting**

**Decision:** *The resolutions taken in the previous meeting were unanimously approved by the committee.*

**2. Preparation and Submission of AQAR 2022-2023**

At the beginning of the meeting, Dr. Krishna Swamy K the IQAC coordinator, explained about each agenda and initiated the discussion and also discussed about the preparation and submission of the 2022-23 AQAR. In this discussion, the committee felt that there is urgent need for the completion of SSR and all seven criteria coordinators were insisted to provide their report as early as possible.

*Decision: Finally, the committee decided the time bound for the completion of AQAR 2022-23 report by February second week of 2024, and submit the same to the NAAC.*

### **3. Preparation and Submission of IIQA**

The IQAC coordinator informed that the Institutional Information for Quality Assessment (IIQA) report has been completely prepared and also informed that fee of Rs. 29,500/- to be paid for submitting IIQA to the NAAC portal online. He asked for the committee's opinion on the specific date for submitting IIQA to the NAAC portal.

*Decision: The committee suggested that after the completion of the semester Theory examination and considering the availability of students in the College campus to submit the IIQA along with requisite fee payment to NAAC portal.*

### **4. Final Update of seven Criteria and submission of SSR**

In the meeting, discussion was held regarding the preparation of the self-study report and completing all the criteria information. Dr. Chandrashekhar M.N, the NAAC coordinator, informed the meeting about completing the reports of Criteria I, III, IV, VI, and VII. He said that Criteria II and V are not yet completed and he also added that. Self-study report (SSR) must be submitted within 45 days from the date of acceptance of IIQA report by NAAC.

*Decision: The committee members felt that there is urgent need to go for 4<sup>th</sup> cycle NAAC accreditation process and all faculty members to take serious initiative in this matter*

### **5. Student Satisfaction Survey Process**

The IQAC coordinator explained the importance of student satisfaction survey (SSS) in the NAAC accreditation process and this survey is conducted by NAAC directly to give an opportunity to the students to get their views which are going to be interpreted as assessment of quality. He brought to the attention of the meeting; SSS can play a critical role in determining the Institutional grade and NAAC would conduct a online student satisfaction survey (SSS) within 48 hours after submitting the self-study report. They emphasized the need to make additional preparations for this and to raise awareness among students about the matter.



*Decision: The committee suggested that there is necessary arrangement for the preparation of student satisfaction survey (SSS) in the college and display of SSS boards and banner in the college campus.*

#### **6. Feedback System and Assessment-2023-24**

To collect feedback from students regarding the curriculum, infrastructure, and other aspects of the college during the academic year 2023-24.

*Decision: The committee discussed the mechanisms for collecting feedback from students, faculty, and other stakeholders to assess the effectiveness of programs and make necessary improvements.*

#### **7. Updating and Redesigning of College Website**

The committee heard that uploading all institutional data and information, including the SSR, onto the College Website. It was suggested to Dr. Latha K.P and Dr. Pradeepa K. the College website coordinators, to expedite this task. The Website coordinators are informed to the committee about the 75% of the College data and NAAC information has already uploaded to the College Website.

*Decision: The committee felt that College Web site is the mirror of the Institution and it shown important data and information of the Institution. Most of the NAAC data & information obtained through College Web link. Hence, it plays an important role in the NAAC accreditation process.*

#### **8. IQAC initiatives**

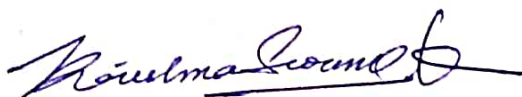
The Internal Quality Assurance Cell (IQAC) in college is responsible for ensuring quality in academic and administrative activities. Some common initiatives undertaken by IQAC are:

- **Faculty Development:** Organizing workshops, seminars, and training programs to enhance the skills and knowledge of faculty members.
- **Feedback System and Stakeholder Engagement:** Engaging with stakeholders such as students, parents, alumni, and employers to gather feedback and improve the quality of education. Implementing mechanisms to collect feedback from students regarding teaching, infrastructure, and other aspects of the college.
- **Academic Audit:** Conducting regular academic audits to evaluate the effectiveness of academic programs and identify areas for improvement.

- **Research Promotion & Quality Research Publications:** Encouraging and supporting faculty and students to engage in research activities to publish research papers and books in reputed journals.
- **Institutional Best Practices:** Identifying and promoting best practices within the institution.
- **Organization of inter and intra institutional** workshops, seminars on quality related themes and promotion of quality circles.
- **Infrastructure Development:** Ensuring that the college has adequate infrastructure to support teaching, learning, and research activities.
- **Documentation and Reporting:** Documentation of the various programmes/activities leading to quality improvement. Maintain thorough documentation of the planning and implementation process, including reports on progress and outcomes.
- **Preparation and submission of the Annual Quality Assurance Report (AQAR) and NAAC Accreditation Process** as per guidelines and parameters of NAAC.

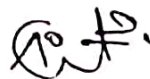
**Decision:** *The Committee expresses their satisfaction about IQAC initiatives that are taken in the college.*

Finally, the meeting ended with a vote of thanks by Dr. Chandra Shekar M.N, NAAC Coordinator.



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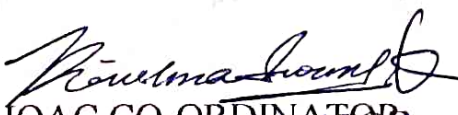
Date: 28/08/2023

**IQAC Advisory Committee Meeting Notice**


A meeting of IQAC Advisory Committee members is being scheduled on 04/09/23 in Dr. S. Radhakrishnan Hall at 11.00 am for the discussion and planning on various aspects of academic progress of the college. We cordially invite all the members to attend the meeting without fail. The department heads and unit/cell coordinators are informed to provide required inputs for having a fruitful discussion. They also have been informed to be readily available – for any clarification- on the meeting day.

The agenda of the meeting are enlisted below:

- 1) Acceptance of AQAR 2020-2021 & 2021-2022
- 2) Speed up the 4<sup>th</sup> cycle NAAC reaccreditation process
- 3) To prepare Academic & Administrative Audit Report
- 4) Research Promotion
- 5) Infrastructure Development
- 6) Alumni Meet and strengthening of Alumni
- 7) Documentation and Maintenance
- 8) Green Audit
- 9) Institutional Best Practices
- 10) Future Plans

  
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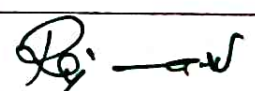
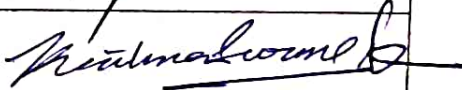
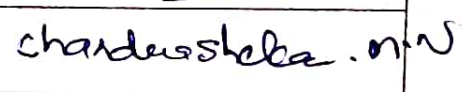

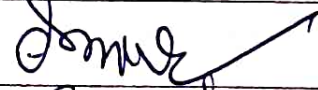
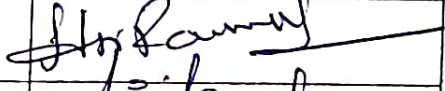
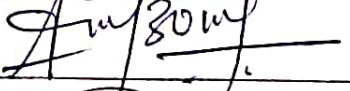
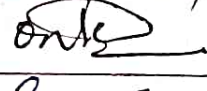

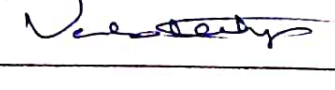
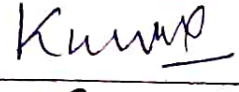

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**Meeting Proceedings**

IQAC advisory committee meeting is held on 04.09.2023 Tuesday at 11.00 a.m. in Dr. Radhakrishnan hall to discuss about the following agenda and to come out with a conclusion for the betterment of the Institution.

The following members were present in the meeting.

Sl No	Name	Designation/Position	Signature
01	Prof. Rajeshwari N	Principal	
02	Dr. Krishna Swamy K	IQAC Coordinator	
03	Dr. M. N. Chandrashekhar	NAAC Coordinator	
04	Dr Subramanya K	IQAC Co-coordinator	
05	Dr. Muthaiah S M	Member	
06	Dr. H. N. Ramesh Babu	Member	
07	Dr Syed Sanaulla	Member	
08	Dr Onkarappa R	Member	
09	Dr Krishnamurthy G	Member	
10	Dr Venkatesh P	Member	
11	Dr Prabhakara B T	Member	
12	Dr Kumaraswamy B E	Member	
13	Section Officer	Member	



	Sahyadri Science College		
14	Smt Rukmini Naik	Member	Rukmini Naik
15	Miss Nanditha	Member	Nanditha
16	Prof T S Hovaiah Gowda	Member	
17	Mr Dutta Kumar S	Member	Dutta
18	T Radhabai	Member	Radhabai
29	Prof. Gayatri Devi Sajjan	Member	
20	Prof. M K Veena	Member	Veena MK

At the outset, IQAC Coordinator Dr. Krishna Swamy K invited all the esteemed members of the meeting and presented meeting agenda with brief explanation and presented the proceedings of the previous meeting and sought approval from the members where the members approved the proceeding of the previous meeting with minor corrections.

- 1) Acceptance of AQAR 2020-2021 & 2021-2022
- 2) Speed up the 4<sup>th</sup> cycle NAAC reaccreditation process
- 3) Prepare Academic & Administrative Audit Report
- 4) Research Promotion
- 5) Infrastructure Development
- 6) Alumni Meet and strengthening of Alumnip
- 7) Documentation and Maintenance
- 8) Green Audit
- 9) Institutional Best Practices
- 10) Future Plans

### 1. Acceptance of AQAR 2020-2021 & 2021-2022

IQAC Coordinator Dr. Krishna Swamy K has informed that AQAR for academic year 2020-21 and 2021-22 was accepted by NAAC through online portal and both the report was placed before the committee members. It was informed that online AQAR for academic year 2020-21 and 2021-22 was accepted by NAAC Bangalore website on 14/07/2023 & 09-08-2023 respective dates. The same details were discussed in the meeting. The committee

members were verified the data and information in the AQAR and congratulated the IQAC & NAAC Coordinator for the successful submission of reports.

## **2. Speed up the 4<sup>th</sup> cycle NAAC accreditation process**

The NAAC Coordinator Dr. Chandra Shekar M.N. said that only few Criteria reports were prepared and suggested that all seven criteria coordinators should work seriously and submit the report as early as possible. He asked the Principal to give the time bound to the criteria Coordinator for the submission SSR.

*Decision: The committee members felt that there is urgent need to College has to go for 4<sup>th</sup> cycle NAAC accreditation process. The principal seriously mentioned that as it is every staff members should voluntarily involved in this process.*

## **3. To prepare Academic & Administrative Audit Report**

The Principal of the College Dr. Rajeshwari N presented the Academic & Administrative Audit Report (AAA) of academic year 2018-19 to 2022-23.

*Decision: The committee felt to conduct regular Academic and Administrative audits to evaluate the effectiveness of academic programs and identify areas for improvement. It was resolved that Academic & Administrative Audit Report (AAA) of 2021-22 was accepted.*

## **4. Research Promotion**

As our college is recognized as the Research centre and there are about Thirty Research Guides in the college and more than 100 research students are working in different area, it is expected to have a greater number of Research publications being a published in reputed international Journals with good Index number. In this context the Committee insisted the College administration to give more support and encourage the faculty and students to actively participate in the research activities.

*Decision: The Committee members felt that a greater number of research publications and Books credits to the College and the Principal of the College should take serious initiatives for motivating the faculty to publish at least 03 articles per year.*



## **5. Infrastructure Development**

The committee suggested that the College has adequate infrastructure to support teaching, learning and research activities. The committee members to asked the Principal to get the permission from the University for releasing newly constructed rooms, laboratories and Ladies toilet and Rest Rooms, it will be more useful for teaching and learning process.

*Decision: The Committee felt that the College should increase the ICT enabled Smart rooms in the College and Promotion of use of ICT materials in teaching. To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching. Teachers from all the departments who have a sound knowledge over ICT train the teachers/students about the use of power point presentations, browsing the internet for useful resources, uploading content on the college website, use of Google docs for information sharing, etc. The committee felt upgrade toilet and rest rooms facilities for student in the College.*

## **6. Alumni Meet and strengthening of Alumni**

*Decision: The following suggestions made by the committee members*

*To year wise update of Alumni*

*To conduct regular Alumni meeting*

*To conduct Alumni programs related to student supporting activities*

*To obtain financial /academic/administrative support from Alumni to the college*

## **7. Documentation and Maintenance**

*Documentation and Reporting of the various programmes/activities leading to quality improvement;*

*Decision: Maintain through documentation of the planning and implementation process, including reports on academic activities.*

## **8. Green Audit**

*Decision: The committee insisted the College for conducting regular Green audits to evaluate the effectiveness of eco-friendly environment.*

## **9. Institutional Best Practices**

The committee discussed about the Best practices in the college, Principal informed that capacity buildings programs and Career counseling programs are regularly conducted in the Pathways unit.

*Decision: The committee suggested that identifying and promoting a greater number of Institutional Best Practices apart from the Path Ways and Sahyadri Vijnana Parishath.*

The committee suggested some of the best practices in the College such as to promote faculty for developing E-content teaching, Coaching Classes for Competitive examination for students, to promote the Renewable energy resources in the College. To initiate the Prathibha Puraskara Program, Waste management Disposal and Biofertilizer and Vermiculture.

#### 10. Future Plans

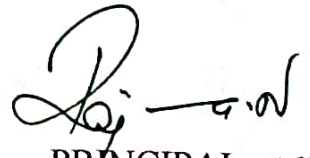
*Decision: The committee members were expressed their following points regarding about the Future plans*

- To organize seminars, conferences, work shop by various depts.
- To promote the faculty for more research work.
- To recognize more laboratories as research centre for Ph.D. Students.
- To introduce more P.G. courses in various subjects.
- To cover the total campus of college under solar electricity
- To establish incubation centre for creation & transfer of knowledge.
- To introduce more skill-oriented certificate courses.
- To organize various extension activities by N.S.S. & N.C.C. depts.
- To organize various training programs for teaching & non- teaching staff regarding software operating.
- Infrastructure facilities will be improved by increasing number of teaching halls & laboratories.
- Library facility will be enhanced by new books & E- sources.
- To organize campus interview for placement of students frequently in the college campus by industries, companies & banks, etc.
- To motivate the faculty for minor & major research projects & to provide more infrastructural facilities.
- Sport facilities & equipments to be made available in the auditorium for indoor games.
- To develop entrepreneurship skills among students.
- To conduct Gender Equity promotion programmes

Finally with the vote of thanks by NAAC Coordinator Dr. Chandrashekar M.N, the meeting came to an end.

  
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Date: 12-06-2023

## IQAC Advisory Committee Meeting Notice

A meeting of IQAC Advisory Committee members is being scheduled on **17/06/23** in **Dr. S. Radhakrishnan Hall** at **11.00 am** for the discussion and planning on various aspects of academic progress of the college. We cordially invite all the members to attend the meeting without fail. The department heads and unit/cell coordinators are informed to provide required inputs for having a fruitful discussion. They also have been informed to be readily available – for any clarification- on the meeting day.


The agenda of the meeting are enlisted below:

1. Review of previous years Programs/activities undertaken
2. Planning for the Current Academic year 2023-2024
3. Discussion on NEP Curriculum (specifically, OE, SEC and CIE components) scheduled for B.Sc. & B.C.A, P.G programmes and their effective implementation.
4. Organization of Seminars / Workshops / Conferences/ Special Lectures
5. Feedback collection from various stake holders and action plan thereof.
6. Conducting career guidance and Orientation programmes for Freshers.
7. Formation of Internal Assessment and other required committees, and modification of committee members of various other functional units/cells on need basis.
8. Preparation and Submission of AQAR 2020-2021 & 2021-2022, and about preparation of SSR for NAAC accreditation (4<sup>th</sup> Cycle)

  
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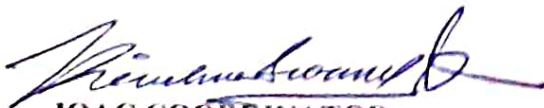
Date: 12-06-2023

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8. Preparation and Submission of AQAR 2020-2021 & 2021-2022, and about preparation of SSR for NAAC accreditation (4<sup>th</sup> Cycle)



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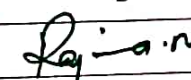
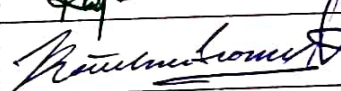
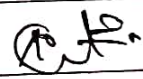
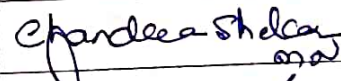
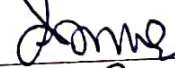
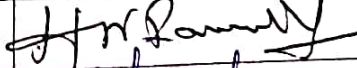
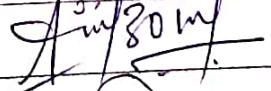
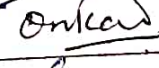
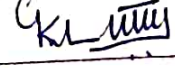
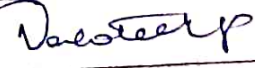
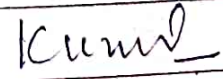
Date: 17-06-2023


**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Meeting Proceedings**

Below we document the Proceedings of the meeting of IQAC advisory committee of the college held as scheduled on 17-06-2023, Saturday at 11.00 a.m. in Dr. Radhakrishnan Hall to discuss about the various agenda related to planning and implementation of academic curricula and other co-curricular and extra-curricular aspects of the college pertaining to academic year 2023-24. The members were pre-intimated about these agenda.

The following Members were present in the meeting.

SINo	Name	Designation/Position	Signature
01	Prof. Rajeshwari N	Principal	
02	Dr. Krishna Swamy K	IQAC Coordinator	
03	Dr Subramanya K	IQAC Co coordinator	
04	Dr. M. N. Chandrashekhar	NAAC Coordinator	
05	Dr. Muthaiah S M	Member	
06	Dr. H. N. Ramesh Babu	Member	
07	Dr Syed Sanaula	Member	
08	Dr Onkarappa R	Member	
09	Dr Krishnamurthy G	Member	
10	Dr Venkatesh P	Member	
11	Dr Prabhakara B T	Member	
12	Dr Kumaraswamy B E	Member	

13	Section Officer, Sahyadri Science College	Member	
14	Smt. Rukmini Naik	Member	Rukmini Naik
15	Miss Nanditha	Member	Nanditha
16	Prof T S Hovaiah Gowda	Member	
17	Mr Dutta Kumar S	Member	Datta
18	T Radhabai	Member	Radhabai
19	Prof. Gayatri Devi Sajjan	Member	
20	Prof. M K Veena	Member	Veena M.K.

At the outset, IQAC Coordinator Dr. Krishna Swamy K cordially welcomes all the esteemed members of the committee. The college Principal re-iterated the following meeting agenda to be taken for discussion/approval/suggestion.

1. Review of previous years Programs/activities undertaken.
2. Planning for the Current Academic year 2023-2024.
3. Discussion on NEP Curriculum (including OE, SEC and CIE components) scheduled for B.Sc. & B.C.A and their effective implementation.
4. Organization of Seminars / Workshops / Conferences/ Special Lectures
5. Feedback collection from various stake holders and action plan thereof.
6. Conducting career guidance and Orientation programmes for Freshers.
7. Formation of Internal Assessment and other required committees, and modification of committee members of various other functional units/cells on need basis.
8. Preparation and Submission of AQAR 2020-2021 & 2021-2022, and about preparation of SSR for NAAC accreditation (4<sup>th</sup> Cycle)

#### 1. Review of previous years Programs/activities undertaken

The Advisory committee reviewed the following data/information of previous academic year i.e., 2022-23 and evaluated the effectiveness of programs conducted in the previous academic year, including their impact on student learning and overall outcomes.

- Student Admission details
- Student Result details
- Feedback system & Assessment process



- Faculty Development Programs
- Student Participation in various curricular & Co-curricular activities
- Student learning & outcomes
- Research Promotion

*Decision: The decisions taken by the advisory committee during its final meeting of 2022-23 were unanimously approved. The member also ratified the corresponding meeting proceedings and was accepted as it is.*

## **2. Planning and Approval of various activities for the Current Academic year 2023-2024**

The Committee discussed and acquainted itself about the following aspects/activities related to the Current Academic year.

- University Academic Calendar of U.G.(To be followed as per the order)
- University Academic Calendar of P.G.(To be followed as per the order)
- College Academic Calendar of Events (Prepared & kept for members approval)
- Preparation of the General College Time-Table (Prepared & kept for members approval)
- Department wise Time-table (To be prepared by respective department heads in accordance with the master time-table approved by the advisory committee)
- Student Admission Process – (First-cum-first basis & Roaster-wise seat allotment across all programmes – B.Sc./BCA/M.Sc.)
- Student Orientation Programs for freshers
- Selection of Class Representatives process
- Allotment of Mentors to Classes
- Students Cultural/Sports events
- Initiation of NSS/NCC/Red Cross/ Rangers & Rovers & others Statutory Units /Cells of the College

**Scheduled Dates for celebration of national festivals and national/  
international days of importance for the AY: 2023-24**

Serial No.	Academic Events	Date
1	World Health Day	9 <sup>th</sup> April
2	Dr. Ambedkar Jayanthi	14 <sup>th</sup> April
3	World Tobacco Day	30 <sup>th</sup> May
4	World Environment Day	5 <sup>th</sup> June
5	International Day of Yoga	21 <sup>st</sup> June
6	Drug Abuse Day	27 <sup>th</sup> June
7	Independence Day	15 <sup>th</sup> August
8	Sadbhavana Divas	20 <sup>th</sup> August
9	Teachers Day	5 <sup>th</sup> September
10	Swachatha Divas	01 <sup>st</sup> October
11	Gandhi Jayanthi Day	2 <sup>nd</sup> October
12	Rastriya Ektha Divas	31 <sup>st</sup> October
13	Kannada Rajyosthava Day	01 <sup>st</sup> November
14	Constitution day	26 <sup>th</sup> November
15	National Consumer Day	26 <sup>th</sup> December
16	Republic day	26 <sup>th</sup> January
17	National Youth Day	12 <sup>th</sup> January
18	National Science Day	28 <sup>th</sup> February
19	International Women's day	8 <sup>th</sup> March

Apart from the above activities/events, the committee opined that the college must ensure the initiation and proper functioning of the following Statutory and Non-statutory committees of the college during the Academic year 2023-24.



1. Women Empowerment Cell
2. Student Grievances & Redressal Cell
3. Anti-ragging Cell
4. Anti-Sexual Harassment cell
5. Internal Compliance Committee
6. SC/ST Cell
7. Orientation for Freshers
8. Inauguration of Vijnana Parishath
9. NSS Programs
10. NCC Programs
11. Youth Red Cross Programs
12. Rangers & Rovers Programs
13. Extension Activities
14. Alumni Meet
15. Class Representative Selection Process
16. Faculty Development Programs Cultural Day
17. Sports day
18. Cultural Day

***Decision: Approval and initiation of various activities for the Current Academic year 2023-2024 including Academic calendar of events was approved by the committee with minor corrections.***

**3. Discussion on NEP Curriculum (including OE, SEC and CIE components) scheduled for B.Sc. & B.C.A and their effective implementation**

The College offers a total of 28 programs and 284 courses at UG, PG and Ph.D. levels (Including Open Electives, SEC, and AECCs). A detailed copy of the list was presented in the meeting and was accepted for implementation. The committee called for evolving strategies for better implementation of OE, SEC and various CIE components. The principal assured the committee for needful action.

***Decision: The Committee discussed and finalized the Number of Programs and Courses offered by the College under the NEP guidelines during the academic year 2023-2024.***

**4. Organizing Seminar / Workshop / Conference/ Special Lecture**

The members suggested preparing a detailed time-table showing tentative schedules of organization of seminars, workshops, conferences and special lecture programs throughout the year. They insisted to ensure that each department of the college has to conduct at least one such programmes during the year.

**Decision: The Committee has suggested that to prepare tentative timetable for the same and to be approved in the next meeting.**

## **5. Feedback And Assessment Process**

The students are the most important stakeholders in all higher education institutes. Student's participation plays a vital role in ensuring the quality of teaching and learning exercises at the institution. The Committee members discussed the mechanisms for collecting feedback from Students, faculty, Parents, Alumni and other stakeholders to assess the effectiveness of programs and make necessary improvements.

In order to assess the teaching performance of the teachers and to know our strength and weakness, the institute has collected the feedback on Curriculum & Teachers from the students. The forms were given to the students. The feedback was collected on the basis of FOUR-point rating scale where, 4 is for excellent, 3 for good, 2 for average and 1 scale for below average. All the students submitted their feedback confidentially to each individual teacher. For each teachers separate code were given for analysis. Following questions were given in the format and they are:

- 1. Teaching competency**
- 2. Subject knowledge**
- 3. General knowledge**
- 4. Class preparation**
- 5. Readiness to answer students**
- 6. Sense of discipline**
- 7. Punctuality**
- 8. Attitude towards students**
- 9. Concerned for neatness and appearance**
- 10. Availability after the class hours**

Feedback from stakeholders of education system on curriculum is essential to develop a competent syllabus. The following information sought under students feedbacks on syllabus.

1. Our syllabus helps us to build our academic competence.
2. When compare to other universities our course content is exhaustive in nature
3. Innovative vision is applied while preparing the syllabus
4. Syllabus meets the demand of the job market
5. The syllabus is exam oriented
6. The course is knowledge oriented
7. The syllabus is heavy to learn in a semester
8. Continuity of subject is well maintained
9. Books on the prescribed syllabus are available in the library



10. There is a good linkage between theory and practical subject

*Decision: The Committee appreciated the procedure and mechanism of implementation of Feedback and Assessment process from different stakeholders and finally committee accepted the feedback process of 2022-23 academic years.*

**6. Conducting career guidance and Orientation programmes for Freshers**

The Orientation program for Fresher's to be organize to introduce about the College, facilities, Academic activities, Curriculum, Examination process, Internal Assessment System, discipline followed by the students supporting programs and various Statutory & Non-Statutory units of the College. To monitor this Sri Shashidhar, assistant professor, dept. of physics was given responsibility as a Coordinator of Orientation program and to submit a report after the program.

**7. Formation of Internal Assessment and other required committees, and modification of committee members of various other functional units/cells on need basis**

*Decision: The committee recommended in time formation of IA and all committees of units/cells facilitating for their smooth functioning.*

**8. Preparation and Submission of AQAR 2020-2021 & 2021-2022, and about preparation of SSR for NAAC accreditation (4<sup>th</sup> Cycle)**

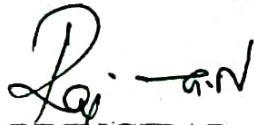
*Decision: The committee recommended earliest submission of pending AQARs of Assessment Year 2020-21 & 2021-22. Thereafter, the college must work towards preparation of SSR for NAAC accreditation (4<sup>th</sup> cycle).*

Finally, the meeting ended with a vote of thanks by Dr. Subramanya K, Co-coordinator of IQAC.

  
IQAC COORDINATOR  
IQAC CO-ORDINATOR

Sahyadri Science College (Autonomous)  
Kuvempu University  
SHIMOGA - 577203.

  
IQAC CO- COORDINATOR

  
PRINCIPAL  
PRINCIPAL

SAHYADRI SCIENCE COLLEGE  
(Constituent College of Kuvempu University)  
SHIMOGA, Karnataka State.