

Sarada Vilas College  
Krishnamurthypuram, Mysore-570 004, Karnataka  
Affiliated to University of Mysore  
Reaccredited by NAAC with B+ Grade (CGPA 2.70)

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Internal Quality Assurance Cell  
IQAC Meeting held on 18-05-2020

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Venue: President's Chamber, SVEI

Time: 11 am

**AGENDA OF THE MEETING**

1. To start PG Diploma courses in the PG centre.
2. To Equip class rooms for online classes.
3. To educate teachers about handling of online classes by preparing PPTs, downloading e-contents and video lectures and making Whatsapp group of students for online teaching.
4. Encourage teachers to attend more webinars to upgrade their knowledge
5. Encourage teachers to organize webinars from every department
6. Any other relevant matter

**Members present**

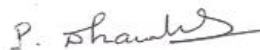
Sri. B. S. Parthasarathy  
President, SVEI  
Mysore



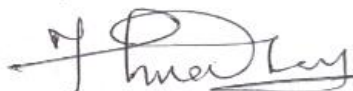
Sri. H. K. Srinath  
Hon. Secretary, SVEI  
Mysore



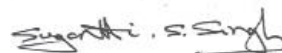
Smt. P. Dhanalakshmi  
Principal  
SVC, Mysore



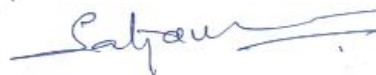
Sri.K.Umakanth  
Associate Professor  
SVC, Mysore



Smt. Suganthi S Singh  
Associate Professor  
SVC, Mysore



Dr. Sathyanarayana  
Dean of Commerce  
SVC, Mysore



**Proceedings of the meeting**

As per the instructions of the Chairperson of the committee, all the heads of the department were also called for the meeting

1. Sri K. Umakanth, welcomed the chairperson and all the members of the committee
2. Smt. P. Dhanalakshmi, spoke about the agenda of the meeting
3. Dr. Sathyanarayana, suggested to start PG Diploma courses in PG centres of the College

4. Dr. M.K. Manjula, HOD of Chemistry, gave suggestions to educate the teachers about the COVID protocol to be followed in the Institution
5. Dr. Devika, HOD of Botany, suggested that the teachers must be encouraged to attend webinars to enhance their teaching, learning quality and their subject knowledge
6. Dr. Jyothi, HOD of Commerce, gave suggestions to educate teachers to organize webinars through Zoom or Google meet platforms\
7. Dr. Jagadeesh Krishna, HOD of Computer Science, noted down the proceedings of the meeting
8. Sri. R A Manjunath, HOD, Department of Microbiology, thanked all the members of the committee and concluded the meeting

**Signature of Heads of the Department**

1. Dr. Devika M



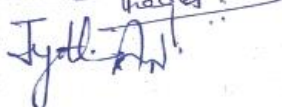
2. Sri. R A Manjunath



3. Dr. Jagadeeshkrishna



4. Dr. Jyothi A.N.



P. Shankar

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**Internal Quality Assurance Cell**  
**IQAC Meeting held on 11-12-2019**

**Venue: President's Chamber**

**Time: 11.30 AM**

Meeting of IQAC was held in the President's chamber, SVEI, Mysore on 11th of December 2019 at 11.30am.

**AGENDA OF THE MEETING**

1. Two additional class rooms to be made ICT enabled.
2. One more section to be added for UG commerce.
3. To obtain annual feedback from students regarding the teachers.
4. MoU to be signed with NASCOM and other top notch industries to improve placements.
5. To encourage PG students to take up internships with industrial collaboration.
6. Any other relevant matter

**Members present**

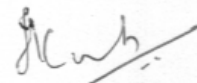
Sri. B. S. Parthasarathy  
President, SVEI  
Mysore



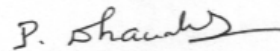
Sri. H. K. Srinath  
Hon. secretary, SVEI  
Mysore



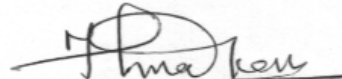
Prof. T. K. Umesh  
Expert member  
University of Mysore



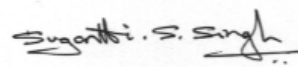
Smt. P. Dhanalakshmi  
Principal  
SVC, Mysore



Sri. K. Umakanth  
Associate professor  
SVC, Mysore



Smt. Suganthi S Singh  
Associate professor  
SVC, Mysore



## **Action taken report**

**As per the agenda of the meeting held on 11/12/2019, the action taken is as mentioned below**

Two additional classrooms are ICT enabled  
One more section added to UG Commerce  
Feedback taken from students about teachers  
MOU is made with NASSCOM

**As per the agenda of the meeting held on 18/05/2020, the action taken is as mentioned below**

Approval taken to start B. Sc (Hon's) in Data Science and Artificial Intelligence  
Approval taken to start PG Diploma in E Commerce and Digitization at the PG Center  
Classrooms for online classes are equipped.  
Teachers encouraged to prepare power point presentations for online classes.  
Teachers encouraged to attend workshops and FDPs to make online teaching effective  
Teachers encouraged to attend more webinars to upgrade their knowledge.  
Teachers encouraged to organize webinars from every department.