



**Dr. B. B. HEGDE FIRST GRADE COLLEGE, KUNDAPURA**

Accredited by NAAC With B++ Grade (Cycle I)

(Affiliated to Mangalore University)

(A Unit of Coondapur Education Society (R.), Kundapura)

Smt. Vishalakshi B. Hegde Campus, N.H.-66, Sangam, Kundapura-576201, Udupi Dist.

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Date: 17.02.2025**





**NOTICE**









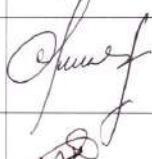




All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting will be held on 17 February 2025 at 4.00 pm. in the Principal's office. Presence of all the members of IQAC is solicited.


  
Mrs. Deepika G.  
IQAC Coordinator  
Dr. B. B. Hegde First Grade College  
Kundapura-576201

  
Prof. K. Umesh Shetty  
Principal and Chairperson  
Dr. B. B. Hegde First Grade College  
Kundapura-576201

**Members:**

Sl. No.	Name	Position of the Member	Signature
1.	Prof. K. Umesh Shetty Principal	Chairperson	
2.	Mrs. Deepika G. Asst. Prof. & Head, Dept. of English	Coordinator	
3.	Sri. B. M. Sukumar Shetty President, CES (R.)	Management Representative	
4.	Mr. Rakshith Rao Asst. Prof., Dept. of Commerce	Asst. Coordinator & Dean (Discipline)	

5.	Mr. Giriraj Bhat Assoc. Prof. & Head, Dept. of Computer Applications	Dean (Academics)	
6.	Mr. Satish Shetty Asst. Prof., Dept. of Commerce	Head, Criterion I	
7.	Mrs. Veena V. Bhat Asst. Prof. & Head, Dept. of Commerce	Head, Criterion II	
8.	Mrs. Nanda Rai Asst. Prof. & Head, Dept. of Business Administration	Head, Criterion III	
9.	Mr. Mahesh Naik Chief Librarian	Head, Criterion IV	
10.	Mr. Rajesh Shetty Assoc. Prof., Dept. of Commerce	Head, Criterion V	
11.	Mr. Rakshith Rao Asst. Prof., Dept. of Commerce	Head, Criterion VI	
12.	Mrs. Avitha M. Correa Asst. Prof., Dept. of Business Administration	Head, Criterion VII	
13.	Dr. Chethan Shetty K. Assoc. Prof. & Head, Dept. of Kannada	Vice Principal	
14.	Mr. Manjunath Kulala Computer Programmer, Dept. of Computer Applications	Web Administrator	
15.	Ms. Gayathri Shet Office Superintendent	Administrative Staff	
16.	Mr. Adesh Nayak President, Alumni Association	Alumni Representative	
17.	Mr. G. Jayakara Hegde, Entrepreneur-Kota President, PTA	Parent Representative	

18.	Mr. Vinayaka Adiga Secretary, Student Welfare Council (SWC)	Student Representatives	Vinayak
19.	Ms. Shraddha R. Convener, Students' Quality Assurance Cell (SQAC)		



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**IQAC Meeting**

**Minutes of the meeting held on 17.02.2025**

1. Discussion of Term End
2. Tentative dates for I, II Internals and Re-examination
3. Traditional Day
4. Antiques Exhibition
5. Talent's Day
6. College Day
7. Foundation Day
8. V Grow
9. Graduation Day
10. Farewell
11. Mega Placement Drive
12. Inter-class Literary and Cultural Competitions
13. Sammilana – Alumni Meet
14. Sports Activity Timings
15. Inter-Collegiate Cultural and Management Fest
16. Introduction of new forms of Arts in the Cultural Team
17. SWAYAM- Mentors' Meeting
18. Extension and Outreach Activities
19. CA/CS/CMA Classes
20. PGCET Classes
21. New Add On Courses- Tally Prime, SSC
22. New Admissions
23. Department Meetings with the Principal
24. FIP
25. Mini Research Project
26. Association and Statutory Cells
27. SSS Feedback
28. Moulya Software
29. Orientation of NAAC Documentation
30. IBM and MSDC Classes
31. Moral Value Classes

## IQAC MEETING

The IQAC Coordinator welcomed the members present.

The Principal took over the discussion and the following matters were decided.

1. A discussion was held on the topic of the term end.
2. The tentative dates I, II Internals and Re-examination were discussed.
3. The peculiarities regarding the Traditional Day were conversed.
4. The Student Welfare Officer discoursed about the rules and regulations about the Antiques Exhibition Day.
5. Three major events were pondered over- Talent's Day, College Day and Foundation Day. All the necessary issues regarding the same were decided.
6. The HOD of Commerce engaged in a deep conversation regarding the Commerce Fest – V-Grow.
7. The particulars of the Graduation Day were conferred by the IQAC Coordinator.
8. The Placement Officer emphasized the importance of alertness and full attendance in the upcoming Mega Placement Drive.
9. A talk regarding active participation in the Inter-class Literary and Cultural competition was apprehended.
10. As discussed in the previous Academic Year, a huge attendance for the Alumni Meet – Sammilana was made a priority in this meeting.
11. There was a suggestion regarding the appropriate and suitable timing for the Sports Activities.
12. The impending Inter- Collegiate Cultural and Management Fest was brought up in the meeting by the Cultural Coordinator.
13. It was informed that there needs to be a meeting for all the SWAYAM- Mentors.
14. The need for a greater number of active Extension and Outreach Activities was highlighted.
15. The timetable, attendance and other such significant details were brought regarding the CA, CS and CMA classes.
16. The initiation of the PGCET classes in the college was given vital thought by the HOD of Business Administration.
17. The introduction of the novel courses – Tally Prime and SSC were communicated in the meeting.
18. Student Welfare Officer crucially pointed out the urgent need to focus upon the new admissions.
19. It was thought to be essential that there be Department Meetings in the presence of the Principal.
20. The norms under the Faculty Increment Programme (FIP) were put into the picture by the Principal.
21. The three major streams were notified to give their utmost attention in the Mini Research Projects to be done by the third-year students.
22. The Principal articulated that the Association and the Statutory Cells should be more active and conduct more quality programmes.



23. A reminder regarding the SSS Feedback was given to everyone.
24. The HOD of Computer Applications gave out the guidelines regarding the G-sheets and the Moulya Software.
25. A need for the Orientation of NAAC documentation work was communicated.
26. The furtherance of IBM and MSDC classes was considered to be of great magnitude.
27. A discourse regarding the syllabus, attendance and other technicalities regarding the Moral Value Classes were kept for confab.