



**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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Fax & Phone : 08254 - 235588, 235589, Mob : 9844218126

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Date: 29.08.2023**

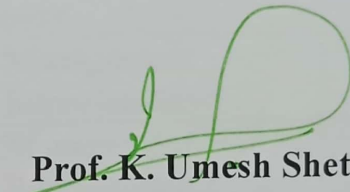
**NOTICE**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting will be held on 29<sup>th</sup> August, 2023 at 3.00 pm. in the President's office. Presence of all the members of IQAC is solicited.

  
**Mrs. Deepika G.**

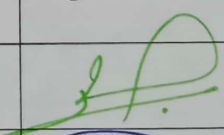
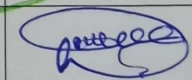
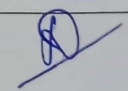
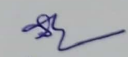
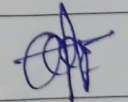

**IQAC Coordinator**  
I.Q.A.C. Co-ordinator




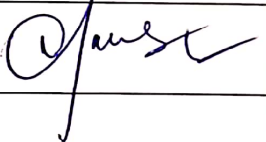

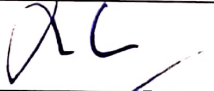




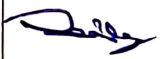


**Dr. B. B. Hegde First Grade College**  
Kundapura-576201

  
**Prof. K. Umesh Shetty**  
**Principal and Chairperson**

**Principal**  
**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.	Mr. Rakshith Rao Asst. Prof., Dept. of Commerce	Asst. Coordinator	
<b>Associate Members( Criterion – wise &amp; Administrative Representative )</b>			
4.	Mr. Satish Shetty Asst. Prof., Dept. of Commerce	Head, Criterion I	
5.	Mrs. Veena V. Bhat Asst. Prof. & Head, Dept. of Commerce	Head, Criterion II	
6.	Mrs. Nanda Rai Asst. Prof. & Head, Dept. of Business Administration	Head, Criterion III	

7.	Mr. Mahesh Kumar Assoc. Prof. & Head, Dept. of Comp. Sci. & Application	Head, Criterion IV	
8.	Mr. Rajesh Shetty Assoc. Prof., Dept. of Commerce	Head, Criterion V	
9.	Mrs. Avitha M. Correa Asst. Prof., Dept. of Business Administration	Head, Criterion VII	
10.	Mr. Chethan Shetty K. Assoc. Prof. & Head, Dept. of Kannada	Vice Principal	
11.	Mr. Harish P.S. to the Principal	Web Administrator.	
12.	Ms. Gayathri Shet Office Superintendent	Administrative Staff	
<b>Advisory Members</b>			
13.	Sri. B. M. Sukumar Shetty President, CES (R.)	Management Representative	
14.	Sri Seetharama Nackathaya Secretary, CES (R.)	Management Representative	
15.	Dr. M. Dinesh Hegde Retd. Principal, Kundapura	Educational List	
16.	Sri K. Chandrashekar M.D., Kalpatharu Industries, Kundapura	Industry Representative	
17.	Mr. Adesh Nayak President, Alumni Association	Alumni Representative	
18.	Mr. K. Rajarama Shetty President, PTA	Parent Representative	
19.	Mr. Skanda Chatra Secretary, Student Welfare Council (SWC)	Student Representatives	
20.	Mr. Chethan Convener, Students' Quality Assurance Cell (SQAC)		



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### **IQAC Meeting**

#### **Minutes of the meeting held on 29.08.2023**

- ❖ Reformation of SQAC
- ❖ Inauguration of Association- Forum Activities
- ❖ NIRF
- ❖ New Staff Welfare Secretary.
- ❖ Festivals/Celebrations.
- ❖ Celebration of Foundation Day
- ❖ AQAR-Submission.
- ❖ Internal Examinations I Internals - Oct 9th  
II Internals Nov 27th
- ❖ Protocol for sports and Cultural Students.
- ❖ Re-exam policy
- ❖ Sports Day
- ❖ Talent's Day
- ❖ BBA fest
- ❖ **Project work**
- ❖ Inter-Collegiate Fest for PU student - SWC
- ❖ Placement
- ❖ Strengthening Alumni Association
- ❖ Dhvani - Wale Magazine
- ❖ Shikara - College Annual Magazine
- ❖ Campus Voice News Bulletin
- ❖ Laptop for all the Departments
- ❖ Digi Campus
- ❖ Website Update
- ❖ Moral Value Classes
- ❖ Bridge Course

The IQAC Coordinator welcomed the members present.

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

- It was decided to reform SQAC, for better student engagement in the quality assurance process.
- The Principal notified regarding the upcoming inauguration of the Association- Forum activities at the earliest.
- It was affirmed to update NIRF data for the current academic year. All the departments were informed to be ready with the related data.
- The selection of new Staff Welfare Secretary was discussed.
- An exploration was done on the festivals, celebrations and various academic competitions for the upcoming semester.
- The Principal initiated the plan to celebrate the first Foundation Day of the college. The committee discussed various ideas to mark this significant milestone, including a formal ceremony, honouring the first student, Principal, teacher, office staff and first Ph.D.
- Focus was laid on to strengthen the mini research projects and benefit more number of students with Internships
- It was finalized to perform the AQAR submission by checking the compiled data and the significant documents.
- The tentative dates for the following were provided in the meeting:  
I Internals Oct 9th  
II Internals - Nov 27th
- It was addressed to keep a standard disciplinary protocol for Sports and Cultural students with clear guidelines to make sure the students maintain the institutional values and college decorum.
- A more effective and efficient Re-examination policy was discussed.
- The Principal informed the Physical Director to oversee the ingenious preparation of the Annual Sports Day.
- A thorough discourse was done on the onset of BBA fest called Novation.
- The principal informed the Student Welfare Council to organise an Inter- Collegiate Fest for PU students
- An emphasis was given on conducting more specific and wide range Placement drives by the Placement Cell.
- Much of importance was provided to the approach of strengthening the Alumni association.
- It was alluded that the Dhvani- Wall Magazine updation should continue in an innovative and persistent manner.
- The Principal notified the initiation of work regarding Shikhara- College Annual Magazine.
- It was advised to begin with the collection of data to incorporate Campus Voice - News Bulletin of the relevant semester.
- The Principal informed that laptops would be provided to all the departments for the smooth functioning of Departmental work.
- Methods were discussed to make Digi Campus consistently smooth running.
- It was made a priority to update the college website for better conception.
- The inception of the Moral Value classes was concluded in the meeting.
- Plans were made regarding the commencement of Bridge Course at the beginning of the semester.