



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.

E-mail : bbhegdecollgeekundapur@rediffmail.com

Website : www.bbhegdecollge.com

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

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 29.08.2023

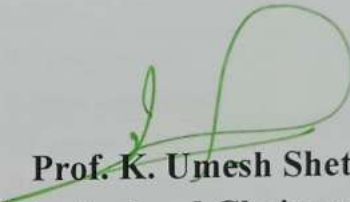
NOTICE

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


Mrs. Deepika G.

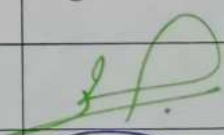
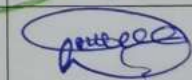
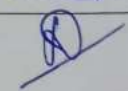
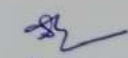


IQAC Coordinator
I.Q.A.C. Co-ordinator




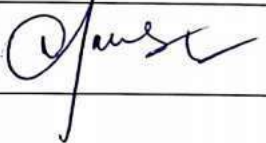

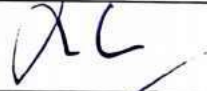







Dr. B. B. Hegde First Grade College
Kundapura-576201


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	
Associate Members(Criterion – wise & Administrative Representative)			
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	
Advisory Members			
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

- a) Reformation of SQAC
- b) Inauguration of Association- Forum Activities
- c) NIRF
- d) New Staff Welfare Secretary.
- e) Festivals / Celebrations.
- f) Celebration of Foundation Day
- g) AQAR-Submission.
- h) Internal Examinations I Internals - Oct 9th
II Internals - Nov 27th
- i) Protocol for sports and Cultural Students.
- j) Re-exam policy
- k) Sports Day
- l) Talent's Day
- m) BBA fest!
- n) Inter-Collegiate Fest for PU student - SWC
- o) Placement
- p) Strengthening Alumni Association
- q) Dhvani - Wale Magazine
- r) Shikara - College Annual Magazine
- s) Campus Voice News Bulletin
- t) Laptop for all the Departments
- v) Digi Campus
- u) Website Update
- w) Moral Value Classes
- x) Bridge Course

The IQAC Coordinator welcomed the members present.

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

A. It was decided to reform SQAC, for better student engagement in the quality assurance process.

B. The Principal notified regarding the upcoming inauguration of the Association- Forum activities at the earliest.

C. It was affirmed to update NIRF data for the current academic year. All the departments were informed to be ready with the related data.

D. The selection of new Staff Welfare Secretary was discussed.

E. An exploration was done on the festivals, celebrations and various academic competitions for the upcoming semester.

F. 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.

G. It was finalized to perform the AQAR submission by checking the compiled data and the significant documents.

H. The tentative dates for the following were provided in the meeting:

I Internals - Oct 9th

II Internals - Nov 27th

I. 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.

J. A more effective and efficient Re-examination policy was discoursed.

K. The Principal informed the Physical Director to oversee the ingenious preparation of the Annual Sports Day.

M. A thorough discourse was done on the onset of BBA fest called Novation.

N. The principal informed the Student Welfare Council to organise an Inter-Collegiate Fest for PU students

O. An emphasis was given on conducting more specific and wide range Placement drives by the Placement Cell.

P. Much of importance was provided to the approach of strengthening the Alumni association.

Q. It was alluded that the Dhwani- Wall Magazine updation should continue in an innovative and persistent manner.

R. The Principal notified the initiation of work regarding Shikhara- College Annual Magazine.

S. It was advised to begin with the collection of data to incorporate Campus Voice - News Bulletin of the relevant semester.

T. The Principal informed that laptops would be provided to all the departments for the smooth functioning of Departmental work.

U. Methods were discussed to make Digi Campus consistently smooth running.

V. It was made a priority to update the college website for better conception.

W. The inception of the Moral Value classes was concluded in the meeting.

X. Plans were made regarding the commencement of Bridge Course at the beginning of the semester.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 23.02.2024

NOTICE

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that IQAC meeting will be held on 23 February 2024 at 2.30 p.m. in the Principal's office. Presence of all the members of IQAC/Heads 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
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4.	Dr. Chethan Shetty K. Assoc. Prof. & Head, Dept. of Kannada	Vice Principal	
5.	Mrs. Veena V. Bhat Asst. Prof.	Head, Dept. of Commerce	
6.	Mrs. Nanda Rai Asst. Prof.	Head, Dept. of Business Administration	



7.	Mr. Mahesh Kumar Assoc. Prof.	Head, Dept. of Comp. Sci. & Application	
8.	Dr. Deepa Assoc. Prof.	Head, Dept. of Hindi	
9.	Mrs. Rakshitha Asst. Prof.	Head, Dept. of Science	
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IQAC Meeting

Minutes of the meeting held on 12.06.2024

- 1) II Term - 26/02/24 to 19/06/24
- 2) Talents Day – 9th May
- 3) College Day – 11th May
- 4) Foundation Day – 10th May
- 5) Traditional Day - Antique Exhibition – 10th & 11th April
- 6) Inter-Class Literary & Cultural Competitions should commence from 11th March.
- 7) Sports Day – 4th March
- 8) IT Fest – 26th March
- 9) BBA Fest Novation – 15th & 16th March
- 10) V-Grow, Business days -15th, 18th & 20th April
- 11) Internals - I - 30th March, 1st, 2nd & 3rd April
Internals – II – 18th, 20th, 21st & 22nd May
- 12) Placement Training - by the Placement Dept.
- 13) Placement Drive
- 14) SPIEL -Games Fest
- 15) Farewell -18 June
- 16) Graduation day

1. The time period of the II Term was discussed, the dates being – 26/02/24 to 19/06/24.

2. The suitable date for the Talents Day was chosen to be 9th May.

3. For the proceeding of the College Day, 11th May was selected as the most appropriate date.

4. It was agreed upon to keep the first Foundation Day of the College to be on 10th May.

5. The Student Welfare Council had announced the convenient dates for the Traditional Day and the Antique Exhibition Day, the dates being – 10th & 11th April.

6. The Principal articulated that the Inter-Class Literary & Cultural competitions must commence from 11th March.

7. The Annual Sports Day was envisaged to be organized on 4th March.

8. It was settled to conduct the IT Fest on 26th March by the Department of Computer Science.

9. The dates 15th & 16th March were opted for the BBA Fest – Novation by the Department of Business Administration.

10. The HOD of the Department of Commerce provided the dates for the upcoming Business Days: V-GROW, respectively the dates being 15th, 18th and 20th April.

11. The prospective dates for the following were presented in the meeting:

I Internals - Oct 9th

II Internals - Nov 27th

12. A discussion on more innovative and adapted Placement training by the Placement Department was done.

13. The Principal announced about the Mega Placement Drive that all the final years must participate to get the maximum benefits from the prospective employers.

14. The recurring Games Fest called SPEIL was told be organized on 6th June and the felicitation to the winners was fixed to be on 7th June.

15. A thorough discussion was done to oversight and organise the first Graduation Day of the College.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 12.06.2024

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Mrs. Deepika G.

IQAC Coordinator

I.Q.A.C. Co-ordinator

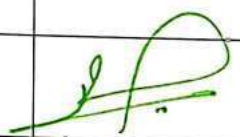


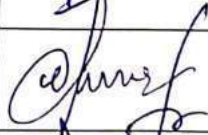


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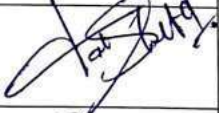

Principal

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IQAC Meeting

Minutes of the meeting held on 12.06.2024

- 1) AQAR Submission of 2023-24.
- 2) Criteria-wise documents compilation
- 3) Dept Visit - Document verification
- 4) AAA.
- 5) Clarity of Documentation
- 6) 12(b)
- 7) More specialization in B.Com, BBA & BCA.
- 8) SEP from next AY.
- 9) Farewell – 18th June, Forenoon
Certificate Course Examinations – 18th June, Afternoon
- 10) Graduation Day – 24th July
- 11) Recognition – Achievements of Staff and Students
- 12) New Appointments for BCA
- 13) New Stationery
- 14) Provision for Lift
- 15) Extensions of Building
- 16) Felicitation to the Rank Holder
- 17) Bridge Course – 2024-25 from all programs
- 18) Placement Training on Soft Skills by Magic Bus India
- 19) Induction Programme for the new batch on 12th, 13th and 14th August.
- 20) New Generator Installation
- 21) Extension of Boys Washroom
- 22) MOU with MSDC

1. The Principal emphasized on the quick and secure submission of AQAR for the academic year 2023-24.
2. It was brought to attention to collect the appropriate documents related to NAAC.
3. A Department Visit would be conducted for the verification of the Department Files in the upcoming week.

4. It was mentioned that AAA filling and submission must be done within the given time period.
5. The IQAC Coordinator advised everyone to make sure that the photos are Geo-tagged ones. The photos must be clear and concise. The documents must have the name of the Department, Resource Person (if any) and the name of the Programme.
6. A discourse was held upon the ongoing process of Section 12(b) UGC Act.
7. It was made a note that an upsurge must be expected in various specializations under B.Com., BBA and BCA.
8. A general discussion was held on the challenges and changes in the syllabus due to SEP in the next Academic Year.
9. The Farewell for the current outgoing batch was decided to be organised on 18th June. The examination for various Certificate Courses for the first year students would be conducted on the same afternoon.
10. The various criteria regarding the Graduation Day, such as the eligibility, dress code and the registration process.
11. Recognition for the achievement of staff and students was encouraged by the Student Welfare Officer.
12. It was informed that there were a few vacancies for BCA by the H.O.D. of Computer Applications.
13. An establishment of a new stationary shop was agreed upon to support seamless functioning.
14. It was conferred that the lift would be revamped within the upcoming year.
15. A detailed contemplation was done on the extension of the College building.
16. A discourse upon felicitating Prathiksha, who secured the 9th Rank in the Mangalore University Examinations.
17. The Principal notified everyone regarding the commencement of the Bridge Courses from all the programs for the academic year 2024-25.
18. Placement Training would be conducted on Soft Skills by Magic Bus India for the final years in the I Term.
19. It was declared that the Induction Programme for the first years would be carried out on 12th, 13th and 14th August.
20. It was apprised that an additional generator would be purchased for optimal productivity.
21. It was resolved that an extension must be done for the Boys Washroom.

22. It was communicated that Department of Physical Education would be established.

23. A detailed discussion was made upon crafting an MOU with the MSDC.