



SHREE GOKARNANATHESHWARA COLLEGE

GANDHINAGAR, MANGALURU - 575 003, D.K.

Affiliated to Mangalore University

NAAC Re-accredited "B+" Grade (2.73 CGPA)

Ph.: 0824-2457226, Fax : 0824-2457221, E-mail : sgokarnanatha@rediffmail.com

Website : www.gokarnanatheshwaracollege.com

Ref.:

Date :

IQAC MEETING 1

DATED: 07/08/2023

VENUE: NAAC ROOM

AGENDA

1. Constitution of academic calendar for the year 2023-24.
2. Formation of class advisors
3. Regarding annual academic programs for 2023-24.
4. Regarding college calendar.
5. Regarding time table for academic year 2023-24
6. Regarding bridge course for the new batches.
7. Regarding orientation program for the new batches.
8. Regarding student council election.
9. Regarding purchase of books if any.
10. Regarding formation and allocation of association/cell in charges.
11. Any other matter.

Members present:

Chairperson: Dr. Ashalatha Suvarna, Principal.

1	Mr. Yatheen	Assistant Professor, Dept. of Commerce-Coordinator of IQAC
2	Dr. Jayaprakash	Assistant Professor, Department of Physical Education Coordinator of IQAC
3	Mr. Vasanth Karandoor	Correspondent-Management Representative
4	Dr. Ummappa P Poojary	Associate Professor, Dept. of Commerce, In-charge of HRD and Career Guidance
5	Mr. Nagesh Karkera	Office Superintendent
6	Mrs. Leela	Accountant
7	Mrs. Rameela Shekar	Academician
8	Mrs. Ashitha	Dept. of Commerce, Criteria No. 1 Head
9	Dr. Nisha Yuvaraj	Dept. of Economics, Criteria No. 2 Head
10	Mrs. Cheritha K C	Dept. of English, Criteria No. 3 Head
11	Mr. Balachandra	Dept. of History, Criteria No. 4 Head
12	Mr. Mithunchandra R K	Dept. of Commerce, Criteria No. 5 Head
13	Mr. Praveen	Dept. of PG, Criteria No. 6 Head
14	Mrs. Ashwini	Dept. of PG, Criteria No. 7 Head
15	Mr. CA Nandagopal Shenoy	Employer and Industrialist
16	Dr. Haridas Kuloor	University Representative and Alumni
17	Dr. Shridhar Maniyani	Stakeholder
18	Mr. Naveenchandra	Alumni
19	Mrs. Jayashree	Alumni
20	Preethika A (III B.Com)	Student Coordinator (UG)
21	Shivakumar K G (II M.Com)	Student Coordinator (PG)

PRINCIPAL
SHREE GOKARNANATHESHWARA
COLLEGE, GANDHINAGAR

Minutes of the meeting.

1. The responsibility of formulating the college calendar was given to staff in charge and all required fields had to be included in the college calendar along with tentative dates for college activities and examinations. All tentative dates for programs and activities were discussed in the meeting and it was told to print them in the college calendar.
2. Class advisors for various sections was selected and their roles and responsibilities were discussed in the meeting.
3. It was decided to conduct a National Conference entitled VIKSITH BHARATH @2047 in the start of the second semester. Committees for the National Conference was to be set up under the directions of the principal.
4. It was decided to conduct a workshop on theatrics for the students and also initiated a play troupe of the college. Dr. Nisha Y was given the responsibility to take the initiative in this regard.
5. It was decided to conduct various activities under different associations and cells.
6. It was decided to start add on courses in various streams for the students.
7. Responsibility of setting up the Academic time table was allotted to the staff in charge.
8. It was decided to conduct a Bridge course for the new batch students for a minimum of 15 days. The dept. of English was given the duty to formulate the Bridge Course.
9. It was decided to conduct election for class representatives and then for the student's council.
10. It was notified to the staff to put forward the requirements of books if any to the librarian.
11. Any other matter:
It was decided to rearrange the staff in charges for various associations and cells.


IQAC Co-ordinator

IQAC Coordinator
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IQAC MEETING 2

DATED: 21/10/2023

VENUE: NAAC ROOM

AGENDA

1. Review of the previous meeting and work done.
2. To conduct special classes for slow learners.
3. Timely execution of internal exams and early corrections of the papers.
4. To maintain proper records of the teaching and evaluation work in the work dairy.
5. To host any inter colligate sports competition with consultation with the dept. of physical education of Mangalore university.
6. To review the scheduled programs of various associations and cells.
7. Any other matter.

Members present:

Chairperson: Dr. Ashalatha Suvarna, Principal.

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Meeting minutes:

1. It was told to all class advisors to identify the slow learners of the class after the completion of the first internals and provide the extra guidance through remedial classes.
2. The examination in charge staff was told to conduct the internal examination on a time bound basis and also to follow up the timely announcements of the results. All grievances related to reexamination was to be addressed to the class advisors and after the approval from the principal the reexamination was to be given.
3. It was told to all the staff to maintain the work dairy in a proper designated manner.
4. It was decided in the meeting to organize any inter collegiate sports event for the academic year. It was directed to Dr Jayaprakash physical education director to apply for organizing inter collegiate tournament in wrestling or kabaddi from dept of physical education Mangalore university.
5. A report of activities scheduled for the academic year from various associations and cell was to be obtained by the IQAC coordinator. All activities conducted by the associations and cells was to immediately collected in the prescribed format by the IQAC coordinator.
6. It was decided to strengthen the activities of the Red Cross association and also it was decided to apply for the University Level best Red Cross unit award.


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IQAC MEETING 3

DATED: 16/12/2023

VENUE: NAAC ROOM

AGENDA

1. Review of the previous meeting and work done.
2. Regarding paper publishing and enrollment of teaching staff to workshops and FDPs.
3. Regarding job fair to be conducted in the end of the even semester.
4. Regarding internal marks assessment and attendance.
5. Reading conducting of soft skill programs for the students.
6. Regarding National Conference Vikshith Bharath @2047.
7. Any other matter

Members present:


Chairperson: Dr. Ashalatha Suvarna, Principal.


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Minutes of the meeting

1. Review of the previous meeting was conducted and the work done was discussed.
2. It was decided to inform all the staff to attend FDPs and workshops and also publish scholarly articles in journals. It was decided to encourage the staff for taking up FDP s and workshops.
3. A Megha job fair is to be conducted after the end of the semester exams. The college along with IQAC and employment exchange department will be conducting a Megha Job Fair at the end of the semester examinations. Mr. Mithun Chandra, Faculty in Commerce was given the responsibility of the job fair.
4. It was decided to keep track of student's attendance on a weekly basis and also to upload the attendance and internal marks on time in the UUCMS portal.
5. It was decided to hold soft skill programs for the final year students of BCom and BA to enhance their soft skills and personality.
6. It was decided to organize a national conference through the dept of commerce along with other departments.
7. Any other matter:
It was decided to conduct a Add on Course in GST for the final year B.Com students. it was decided to call resource persons from the GST professional streams to take up these classes.


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IQAC MEETING 4

DATED:13/03/2024

VENUE: NAAC ROOM

AGENDA

1. Review of the previous meeting and work done.
2. Review of the odd semester results.
3. Preparedness for submission of pending AQAR 2021-22, 2022-23.
4. Regarding AAA for 2023-24.
5. Any other matter,

Members present:

Chairperson: Dr. Ashalatha Suvarna, Principal.

1	Mr. Yatheen	Assistant Professor, Dept. of Commerce-Coordinator of IQAC
2	Dr. Jayaprakash	Assistant Professor, Department of Physical Education Coordinator of IQAC
3	Mr. Vasanth Karandoor	Correspondent-Management Representative
4	Dr. Ummappa P Poojary	Associate Professor, Dept. of Commerce, In-charge of HRD and Career Guidance
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Minutes of the meeting.

1. The previous meeting was discussed and all work done was revived by the committee.
2. The odd semester result was placed before the committee and explained by the principal Dr. Ashalatha Suvarna. Subject wise results were analyzed and it was decided to sought the explanation from the concerned staff about the results. It was also notified to the staff to take up extra remedial classes.
3. The preparedness of the AQAR submission was revived. Mr. Yatheen IQAC coordinator gave the detailed reports of the work done for the submission of AQARs for the academic years 2021-22 and 2022-23.
4. It was decided to conduct AAA. All required arrangements were to be made at the earliest. The dates and time were to be notified by the IQAC coordinator. Dr Ashalatha Suvarna was instructed to be ready with the AAA for the academic year 2023-24.
5. Any other matter:
In any other matter it was decided to honor the staff with mementos as a token of appreciation for research and paper publications during the college annual day celebrations.

IQAC coordinator Mr.Yatheen gave instruction on collecting the required data and getting prepared for the AAA.

Discussion was held on the National Conference and responsibilities were discussed.

Discussions were held on the Megha job fair and the semester end was finalized to hold the job fair.

It was discussed to hold various sports inter class events. Dr.Jayaprakash physical education director briefed about the various sports activities to be conducted for the students.

Mr.Yatheen presented the details of activities that was to be conducted by various associations and cells.


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IQAC MEETING 5

DATED:27/04/2024

VENUE: NAAC ROOM

AGENDA

1. Review of the previous meeting and work done.
2. Regarding conducting AAA and internal audit.
3. Planning of admission strategy for the next academic year.
4. Discussions on college day celebrations.
5. Review of the internal marks of students and action to be taken in this regard.
6. To conduct pro kabaddi premier league.
7. To schedule the PTA meeting.
8. Any other matter.

Members present:

Chairperson: Dr. Ashalatha Suvarna, Principal.

1	Mr. Yatheen	Assistant Professor, Dept. of Commerce-Coordinator of IQAC
2	Dr. Jayaprakash	Assistant Professor, Department of Physical Education Coordinator of IQAC
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Minutes of the meeting.

1. The previous meeting was discussed and all work done was revived by the committee.
2. AAA was to be conducted and the report was to be submitted during the next IQAC meeting. The IQAC coordinator was given the responsibility to conduct the AAA along with an internal audit team before the visit of the external audit team.
3. It was resolved to strength the admission committee. Dr Jayaprakash formulated an admission committee headed by Mr. Balachandra of the dept. of history. All staff were dived into groups and were told to visit the colleges and present the know about of our institution and persuade the students to join our institution.
4. Final dates for the college day were discussed along with the preparations and cultural programs to be showcased. Prizes committee was constituted headed by Mr. Umesh Hegde of the dept. of Hindi. All competitions dates which were scheduled was completed on time and the results handed over to the prize committee.
5. All the marks from the 2nd internals were revied and Dr.Jayaprakash had notified it to the committee members. Reexamination was to be given to the students who had missed exams due to valid reasons. It was told to give question banks to students to help for their final examinations.
6. Dr.Jayaprakash physical education director has given the proposal of conducting a premier league in kabaddi for the students. The students had given a request to hold such an event. The dates and process of the bidding and conducting of the tournament was briefly discussed in the meeting.
7. PTA meeting was to be organized. It was told to the in charge of the PTA Mr. Umesh Hegde, faculty in Hindi and Mr. Balachandra, faculty in History to make the necessary arrangements.
8. Any other matter:
It was decided to take up special classes for the slow learners. All subject teachers have to identify the


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IQAC MEETING 6

DATED: 08/06/2024

VENUE: NAAC ROOM

AGENDA

1. Review of the previous meeting and work done.
2. Review of AQAR submission of 2021-22, 2022-23.
3. Admission committee review of work done and progress.
4. Action taken report discussion for the academic year 2023-24.
5. Review on the AAA and Internal Audit report.
6. Any other matter,

Members present:

Chairperson: Dr. Jayaprakash, Principal.

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Meeting minutes:

1. The previous meeting was discussed and all work done was revived by the committee.
2. The AQAR for 2021-22 and 2022-23 was revied and placed before the committee.
The IQAC coordinator Mr. Yatheen was instructed in the changes to be done in the AQAR report. It was also suggested to get the work done related to SSR submission as soon as possible.
3. It was decided to approach more colleges to boost the admission drive of the college. Data of PUC students was to be collected and the staff were to be given the responsibility to follow up the process of admissions.
4. The details of the action taken report for the academic year 2023-24 along with the AAA and internal audit was placed before the committee.
5. The AAA and internal audit were placed and discussed. Short coming was discussed and measures to improve the outcomes was to be initiated by the IQAC committee.
6. Any other matter:
It was discussed to enhance the admission drive by visiting more colleges and through proper call up of students.


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