



# SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT

MANGALORE - 575 003 (DAKSHINA KANNADA)

Office : 0824-2494186  
Principal : 0824-2496980

NAAC Reaccredited (2017)  
with 'A' Grade

Fax : 0824-2494186  
E-mail : sdmcbm@gmail.com  
Website : www.sdmcbm.ac.in

## COMPOSITION OF IQAC 2019 - 2020

1. Chairperson : Prof. Aruna P. Kamath, Principal
2. Coordinator : Dr. Muraldihara Rao K.S., Vice Principal  
Mrs. Shashikala Shetty, Asst. Professor, BCA  
department
3. Faculty Members : Mrs. Smitha, Dean of BBM department  
Mrs. Divya Uchil, Dean of BCA department  
Mrs. Gayathri, Dean of BA(HRD) department  
Mrs. Manju, Dean of Commerce department  
Mrs. Arun F. Sequeira, HOD of BCA department  
Mrs. Jeevitha, HOD of Kannada department
4. Administrative Staff : Mr. B. Vishnumoorthy, Superintendent, Office  
Representative
5. External Expert : Mr. Clement D'Souza, M.A., M.Phil [Specialized in  
econometrics and quantitative economics], Vice  
Principal & Associate Professor, St. Joseph  
College,  
Bangalore,  
Mr. Ashwin Mendonca, Assistant Professor, Govt.  
College, Haleyangadi,
6. Industry representative : Mr. Karthikeya, Karthik Enterprises, Baikampady
7. Alumni Representative : Mrs. Nanditha Acharya, Entrepreneur, (Alumni)
8. Student representative : Chitra Rao, BBA,  
Aditya, BCA,  
Ananth V. Valke, BA(HRD),  
Sourav Satish Kumta, BCOM.
9. Management Representative : Dr. B. Yashovarma, Secretary, SDME  
Society

*Anand*  
Principal  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE.



# SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT

MANGALORE - 575 003 (DAKSHINA KANNADA)

Office : 0824-2494186  
Principal : 0824-2496980

NAAC Reaccredited (2017)  
with 'A' Grade

Fax : 0824-2494186  
E-mail : sdmcbm@gmail.com  
Website : www.sdmcbm.ac.in

## QAC MEETING for the academic year 2019-2020

Date: 6 November 2019

### Members Present

### IQAC

1.	Mrs. Aruna P Kamath	Principal, Chairman	<i>Aruna</i>
2.	Dr. Muralidhar Rao, K. S.	Vice Principal, Coordinator	<i>ksr</i>
3.	Mrs. Shashikala Shetty	Asst. Professor, Coordinator	<i>ss</i>
4.	Mr. Clement D'Souza	Vice Principal and Associate Professor, St. Joseph College Bangalore External Expert	<i>cdz</i>
5.	Mr. Ashwin Mendonca	Assistant Professor, Govt. College, Haleyangadi, External Expert	<i>Ashwin</i>
6.	Dr. B. Yashovarma	Secretary, SDME Society, Ujire, Management Representative	<i>Yashovarma</i>
7.	Mr. Karthikeya	Proprieter, Karthik Enterprises, Industry Representative	<i>Karthikeya</i>
8.	Mrs. Nanditha Acharya	Entrepreneur, Alumni Representative	<i>Na</i>
9.	Mrs. Divya Uchil	Dean. BCA Department, Member	<i>Divya</i>
10.	Mrs. Smitha	Dean, BBA Department, Member	<i>Smitha</i>
11.	Mrs. Jeevitha D.	HOD, Language Department, Member	<i>Jeevitha</i>
12.	Mr. Arun Francis Sequeira	HOD, BCA Department, NAAC coordinator, Member	<i>Arun</i>
13.	Mrs. Manju	Dean, BCOM Department, Member	<i>Manju</i>
14.	Mrs. Gayathir K.	Dean, BA(HRD) Department, Member	<i>Gayathir</i>
15.	Mr. B. Vishnumurthy	Office Superintendent, Administrative Staff	<i>Vishnumurthy</i>
16.	Ms. Chira Rao BBA	Student Representative	<i>Chira</i>
17.	Mr. Aditya BCA	Student Representative	<i>Aditya</i>
18.	Mr. Ananth V. Valke	BA(HRD) Student Representative	<i>Ananth</i>
19.	Mr. Sourav Satish Kumta,	BCOM Student Representative	<i>Sourav</i>

*Aruna*  
Principal  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE.



# SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT MANGALORE - 575 003 (DAKSHINA KANNADA)

Office : 0824-2494186  
Principal : 0824-2496980

NAAC Reaccredited (2017)  
with 'A' Grade

Fax : 0824-2494186  
E-mail : sdmcbm@gmail.com  
Website : www.sdmcbm.ac.in

## Extended IQAC

20	Thilakraj G		40	Sallan Parinitha
21	Madhumathi J Raja		41	Gururaj G
22	Renuthakshi		42	Sumesh Matada
23	Kavitha Prabhu		43	Kavya U
24	Deepa D Hegde		44	Praveena D
25	Shashikant G		45	Sanjana
26	Sowmya Jyothi		46	Bhat S Sneha Ganesh
27	Jyothi		47	Akshith Kumar K
28	Shashiprabha		48	Kavitha K
29	Supritha A		49	Hemalatha
30	Shalini M		50	Shreeprajna
31	Anasuya		51	Shamashree N Rao
32	Reshmi B R		52	Deliena Joan Menezes
33	Shwetha Y		53	Vishnu Murthy Bhat
34	Veena D Kotian		54	Nagaraja Rao P.B.
35	Preethika Dharmapal		55	Yashaswini
36	Rashmi T		56	Muralidhar Hegde
37	Sowmya Hedge		57	Ramya Ballal
38	Deepashree G Shenoy			
39	Prasanna Kumar T			

*Signature*  
Principal  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE

*Signature*  
Principal  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE.

## ACTION TAKEN REPORT PRESENTED IN THE IQAC MEETING HELD AT THE END OF THE ACADEMIC YEAR 2018-2019

- Mrs. Veena Coordinator of the Prospectors and College calendar committee was reported that An academic calendar was issued to students, faculty, to remind of key dates throughout the academic semester and year.
- Mrs. Gayathri, reported that the college has established an SQAC which acts as an interface for All-Inclusive development of the student Coordinator.
- It was reported that Learning Objectives, Course Outcomes, Program Outcomes and Program Specific Outcomes was framed by the due suggestion given by each department by IQAC committee.
- It was reported by the Principal the Deans along with each department have conducted several built-it In programmes for the overall growth of the student. Several extension activities were conducted for the students for making their extra-curricular activities interesting, engaging, and contextualized.
- It was reported that An Orientation was conducted so the students to well verse in the diverse programme and extra-curricular activities provided by the college.
- It was reported The college has conducted several workshops, seminars for research scholars, many faculties presented papers whichever acknowledged. The College has an established Research Centre, it facilitates the research undertaken by graduate students and faculties. .
- It was reported An academic Audit was conducted based on the criterion of the NAAC covering all academic activities of the College. Audit by external members was conducted on 12 April 2018.
- It was reported Short-term courses were started by BCA faculty .
- It was reported The Joint secretary of the college conducted sakala training programme successfully.
- It was reported that the List of activities for PBSA was proposed
- It was reported that the Formats were restructured and it was decided to send formats in soft copies to faculties.
- It was reported that On 22 June 2018 the IQAC conducted an FDP programme which focuses on different aspects of internalization and institutionalization of quality enhancement initiatives.
- It was reported that All the departments submitted their annual plan of action to IQAC.
- It was reported that On 28 July 2018 NAAC seminar was conducted for all the faculties of SDM institution, The main objective of the seminar was to promote a general quality awareness amongst students but also to provide a platform to the learner community to share its quality concerns and educational experiences..
- It was reported For the effective functioning of college and to create an environment that increases academic, social and emotional success of student and faculty certain best practices for the academic year were taken place, they reviewed students' cumulative files and used that information to support the students and faculties.



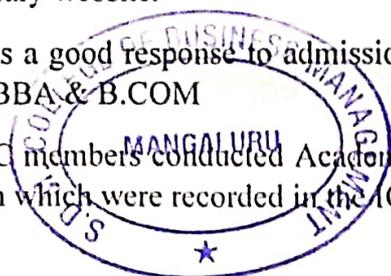
*Principal*  
Principal  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE.

- It was reported that The new formats for documenting information about various activities was sent to all, and teachers had taken the in charge of conducting various activities, short term courses and plan of action mentioning all the activities carried out by them in accordance with the Vision and Mission of the college.
- It was reported that the Leadership programme was conducted for the students to provide an opportunity to learn. Identify and display effective communication and interpersonal skills.It's important for students to experience leadership opportunities during their academics, hence to learn the art of building relationships within teams, defining identities, and achieving tasks effectively.
- It was reported that the suggestions which were given by the external was considered for implementation.
- It was reported that the institutional plans for the development were prepared and discussed in the Board of Management and the Faculty Council, were presented to Reverend President Dr. D. Veerendra Hegdeji appreciated it. An annual plan of action was beneficial for the staff to keep the workforce united and set to give a uniformity direction for the faculties to help them work in a team with a sense of direction
- It was reported that the new members of IQAC were chosen by the input given by the Principal. The IQAC members will look out for the institution's quality enhancement activities. They also shouldered the responsibilities of generating and promoting awareness in the institution and to devote time for working out the convenience of overall growth of the college and students.
- It was reported that the bulletin sync vision was published, All the faculties wrote down the reports of the events they had coordinated. It reflects the literary, educational and sports activities that had taken place in the college.
- It was reported that On 4 August 2018, The chosen faculties by the principal had attended a NAAC seminar at Ujire the parent institute. The seminar was beneficial for the institution as the faculties understood the importance of NAAC Accreditation and Its revised framework. The seminar identified some best practices that helped in enhancing quality standards of the college.
- It was reported that Faculties had to write a report about the conferences they had attended and submit it to Dr. Muralidhar Rao as he had provided the staff with the format to write the report. Participating in professional development courses will expose faculties to new ideas and perspectives.
- It was reported that The students together with staff had to participate in several FDP counselling programme organized by the college, as the mental health of teachers and students are interconnected, thus directly affecting their learning outcomes. The objective of these sessions were to Promote Student Learning and Well-being.
- It was reported that The Staff Sports Meet was organized on 13 October 2018. Various events like Volley Ball, Throw Ball, Kabaddi, Tug of War, Carrom, Shuttle Badminton and Musical Chair were organized for the staff members. SDM College of Business Management won the Overall Championship and SDM Law College was the Runners Up.
- It was reported that the new choice-based pattern system was implemented in our college, as per the guidelines given by the University at par with the global practices in terms of academic standards and evaluation strategies.Hence Mangalore University



thought it fit to introduce the CBCS (Semester Scheme) in its post-graduate programmes.

- It was reported that the Fest's forum conducted Synergy and Sygma it was conducted smoothly it provided a platform for students to showcase their unique talents and are important in the holistic development of the personality of the students, providing a break from the monotonous routine of evaluation and academics.
- It was reported that the NSS camp was organized for the duration of 7 days with day-night boarding & lodging. The NSS camp was conducted at Nandalike which is located at Karkala. The NSS camp helped the student to grow individually and also as a group. It is beneficial for the student to be confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learnt other skills that help them lead a better life in various situations.
- It was reported that The faculties submitted a report on a minor research, conference which they attended to Dr. Muralidhar Rao Research cell coordinator. Minor research reports were underpin professional learning of knowledge, skills to improve their understanding of professional and policy context, organizationally, locally and nationally, enabling you to teach and lead more strategically and effectively
- It was reported that the Faculties submitted the reports of PBSA to Mr. Thilak Raj, staff in-charge of PBSA which were sent to the management by using all the guidelines given.
- It was reported On 31 January 2019 Faculty in charges of Student council and Rovers Rangers conducted several inter-collegiate competitions to observe the National Youth Day, was held at our college.
- It was reported that the Certificate of Appreciation was an award given to the student considering the all-rounding performance of the student, who has well performed during the course of education, co-curricular activities. The Deans of various department proposed the names to be considered for the best outgoing award.
- It was reported On 22 February 2019 sports day was conducted at Mangala stadium in which students participated in competitive sporting activities.
- It was reported on 1 March 2019 the college conducted annual day. The annual college day celebration was organized by the management. The students participated with great interest and enthusiasm. It provides an opportunity to assess the achievements of the college. The students had actively associated in all the segments of the programme.
- It was reported on the faculties of our college had organized several short-term courses for the benefit of our students, Short term courses are a great way to fill the gaps in professional knowledge.
- It was reported that the extension activities act as guide and educate them how to use new knowledge, skills and attitudes in solving their problems. Several extension activities were conducted by the department for the students..
- Mr. Muralidhar Hegde Librarian reported that papers presented were uploaded by the faculty to D-Space in the Library website.
- It was reported that there was a good response to admission for all courses. 10% of extra seats were allocated to BBA & B.COM
- It was reported that the IQAC members conducted Academic Audit, they presented a brief report of the observation which were recorded in the IQAC file.



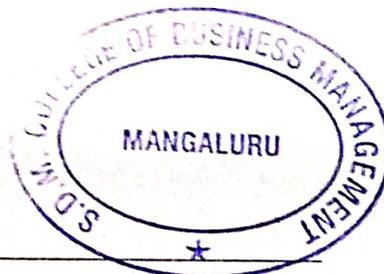
- It was reported that the college website has been updated and translated into kannada as per the direction received from the government. The website presents an accurate information, and highlight features of the college.
- It was reported that the Various functioned committee were formed for the next academic year,2019-2020.
- It was reported that The Calendar for the academic year was issued for the staff and students. It provides guidelines to staff and students. The Calendar was a useful tool for keeping track of upcoming meetings, deadlines, and milestones
- It was reported that PTA members were nominated new class advisors in the presence of previous class advisor.
- It was reported that PTA's office bearers were nominated.
- It was reported that the Feedback was analyzed by IQAC and based on the finding, suggestions were given in the staff meeting.



**ACTION TAKEN PLACE 2019-2020**

**AGENDA**

- IQAC 19-20/ 1.1 Major Programmes
- IQAC 19-20/1.2 Conferences
- IQAC 19/20 1.3 National seminars conducted by various departments
- IQAC 19-20/1.4 Student Internal Marks
- IQAC 19-20/1.5 Student Minor Research Projects
- IQAC 19-20/1.6 Short term Courses
- IQAC 19-20/1.7 Decision regarding best outgoing students
- IQAC 19-20/1.8 NAAC Criteria wise discussion
- IQAC 19-20/1.9 University Examination
- IQAC 19-20/1.10 Online Admission
- IQAC 20-21/1.11 Class advisors to be proactive and Productive use of teacher's time.
- IQAC20-21/1.12 Email ID created for students
- IQAC20-21/1.13 Google classrooms
- IQAC20-21/1.14 Admission process
- IQAC20-21/1.15 Webinars by each department
- IQAC20-21/1.16 Discussion on feedbacks
- IQAC20-21/1.17 Orientation of Literary Association
- IQAC20-21/1.18 Orientation of Consumer Club "Samvradhi"
- IQAC20-21/1.19 Orientation of SCAN Association
- IQAC20-21/1.20 Orientation of Fine Arts Association
- IQAC20-21/1.21 Professional Course Orientation
- IQAC20-21/1.22 Library orientation programme
- IQAC20-21/1.23 Orientation of Finance Association
- IQAC20-21/1.24 Orientation of HRD Association "Resource Hub"
- IQAC20-21/1.25 Orientation of Business Law Association
- IQAC20-21/1.26 Orientation of EDP Association
- IQAC20-21/1.27 Orientation of Economics Association
- IQAC20-21/1.28 Orientation of Youth Red Cross Association
- IQAC20-21/1.29 Orientation of Marketing Association



IQAC20-21/1.30 FDP on "Quality Improvement Measures

IQAC20-21/1.31 FDP on "Methodical organisation and uploading of documents

IQAC20-21/1.32 FDP on "Quality Base Management Education

IQAC20-21/1.33 FDP on "Role of Social Entrepreneurship in Job Creation

IQAC20-21/1.34 FDP on "SEBI initiated Investment Awareness

IQAC20-21/1.35 Leadership Development Programme for Council members

IQAC20-21/1.36 FDP on Health Care for Teachers on 6 June 2019

---



## MINUTES OF THE MEETING

### **IQAC 19-20/ 1.1 Major Programmes**

Principal said that the dates for major Programme should be discussed with the faculties and fix the date accordingly.

### **IQAC 19-20/1.2 Conferences**

Principal said that each department should conduct a minimum of three Conferences.

### **IQAC 19/20 1.3 National seminars conducted by various departments**

Principal requested that each department should conduct national seminars by various departments.

### **IQAC 19-20/1.4 Student Internal Marks**

Student Internal Mark should be signed by the students before sending to the university.

### **IQAC 19-20/1.5 Student Minor Research Projects**

Student Minor Research Projects should be submitted to Dr. Muralidhar Rao as a hard copy or in the form of CD.

### **IQAC 19-20/1.6 Short term Courses**

Short term Courses certificate should be submitted to Dr. Muralidhar Rao.

### **IQAC 19-20/1.7 Decision regarding best outgoing students**

Decisions regarding selecting the names of best outgoing students with respect to various association had to be decided for awarding on college day.

### **IQAC 19-20/1.8 NAAC Criteria wise discussion**

NAAC Criteria wise discussion dates should be fixed and adjourned.

### **IQAC 19-20/1.9 University Examination**

Based on the University decision classes and examination will be conducted.

### **IQAC 19-20/1.10 Online Admission**

Principal ordered that In view of prevailing situation online Admission and online payment of fees should be monitored

### **IQAC 20-21/1.11 Class advisors to be proactive and Productive use of teacher's time.**

Principal called upon the deans to ensure that all the class advisors are proactive and are available to the students for interaction through their class WhatsApp group.

Principal said that many useful links regarding faculty development programme, online teaching methods, etc., should be forwarded to all the teachers.

The lock down period should be made use of by the teachers to familiarize themselves.

### **IQAC20-21/1.12 Email ID created for students**

Principal gave in charge to, Mrs. Divya Uchil, Dean BCA Department to create Email ID of students and class advisors are asked to give it to the students, Students were given two days' time to login and class advisor have to give the students necessary guidance.

### **IQAC20-21/1.13 Google classrooms**

Principal urged upon conducting online classes by the faculties during the lock down period and to send the recorded videos and teaching aids in the classroom so that the students could benefit from it.

### **IQAC20-21/1.14 Admission process**



Mrs. Smitha, Coordinator of Admission committee reported that admission committee will interact with candidates who have submitted the applications.

**IQAC20-21/1.15 Webinars by each department**

Mrs. Shashikala Shetty, IQAC Co-Ordinator said that the departments should affix the date and conduct webinars from each department.

**IQAC20-21/1.16 Discussion on feedbacks**

Following feedbacks received from various stakeholders were discussed.

- 1) Feedback on Faculty performance by students
- 2) Feedback on Institutional Performance by students
- 3) Feedback on curriculum by students
- 4) Feedback on curriculum by Alumni
- 5) Feedback on curriculum by Faculties

**IQAC20-21/1.17 Orientation of Literary Association**

Orientation of Literary Association on 26th June 2019

**IQAC20-21/1.18 Orientation of Consumer Club "Samvradhi"**

Orientation of Consumer Club "Samvradhi" on 20 August 2019

**IQAC20-21/1.19 Orientation of SCAN Association**

Orientation of Scan Association on 28 June 2019

**IQAC20-21/1.20 Orientation of Fine art Association**

Orientation of Fine Arts Association on 28 June 2019

**IQAC20-21/1.21 Professional Course Orientation**

Professional Course Orientation on 25 June 2019

**IQAC20-21/1.22 Library orientation programme**

Library orientation programme from 6th to 15th July 2019

**IQAC20-21/1.23 Orientation of Finance Association**

Orientation of Finance Association on 6 July 2019

**IQAC20-21/1.24 Orientation of HRD Association "Resource Hubb"**

Orientation of HRD Association "Resource Hub" on 8th July 2019

**IQAC20-21/1.25 Orientation of Business Law Association**

Orientation of Business Law Association on 9 July 2019

**IQAC20-21/1.26 Orientation of EDP Association**

Orientation of EDP Association on 10 July 2019

**IQAC20-21/1.27 Orientation of Economics Association**

Orientation of Economics Association on 10 July 2019

**IQAC20-21/1.28 Orientation of Youth Red Cross Association**

Orientation of Youth Red Cross Association on 10 July 2019

**IQAC20-21/1.29 Orientation of Marketing Association**



Orientation of Marketing Association on 5 July 2019

**IQAC20-21/1.30 FDP on "Quality Improvement Measures**

FDP on "Quality Improvement Measures on 18 June 2019

**IQAC20-21/1.31 FDP on "Methodical organisation and uploading of documents under NAAC – New System**

FDP on "Methodical organisation and uploading of documents under NAAC – New System 30 July 2019

**IQAC20-21/1.32 FDP on "Quality Base Management Education**

FDP on "Quality Base Management Education. 30 January 2020

**IQAC20-21/1.33 FDP on "Role of Social Entrepreneurship in Job Creation**

FDP on "Role of Social Entrepreneurship in Job Creation 11 February 2020

**IQAC20-21/1.34 FDP on "SEBI initiated Investment Awareness**

FDP on "SEBI initiated Investment Awareness on 8 February 2020

**IQAC20-21/1.35 · Leadership Development Programme for Council member**

Leadership Development Programme for Council members

**IQAC20-21/1.36 FDP on Health Care for Teachers**

FDP on Health Care for Teachers on 6 June 2019



## RESOLUTION OF THE MEETING

**IQAC 19-20/1.1** It was resolved that Dates for major Programme were discussed and fixed.

**IQAC 19-20/1.2 Conferences.** It was resolved that three Conferences to be held from each department the dates were fixed.

- BCA Conference 20 December 2019
- BBM Conference 30 January 30 2020
- BCOM Conference 11 February 2020

**IQAC 19/20 1.3** It was resolved that National seminar were conducted by various departments as the dates mentioned, the conference coordinatos gave the feedback of the same.

- Conference Coordinator Mrs. Divya Uchil, Dean of BCA department gave feed –back about National Seminar organized from BCA department on 9 January 2020.
- Conference coordinator Dr. Jyothi, Asst. Professor language department gave a report on National Seminar organized from Language department on 11 January 2020.
- Conference coordinator Mrs.Smitha Asst. Professor of BBA department gave a report on National Seminar from BBA department organized on 30 January 2020 .

**IQAC 19-20/1.4** It was resolved that Student Internal Mark were signed by the students before sending to the university.

**IQAC 19-20/1.5** It was resolved that Student Minor Research Projects were submitted to Dr. Muralidhar Rao.

**IQAC 19-20/1.6** It was resolved that Short term Courses certificate were submitted to Dr. Muralidhar Rao.

**IQAC 19-20/1.7** Decisions regarding selecting the names of best outgoing students with respect to various associations were decided for awarding on college day .

**IQAC 19-20/1.8** NAAC Criteria wise discussion dates were fixed and the dates were confirmed to 5 April 2020 to 10 April 2020.

**IQAC 19-20/1.9** Based on the University decision classes and examination also conducted.

**IQAC 19-20/1.10** Online Admission and online payment of fees was monitored.

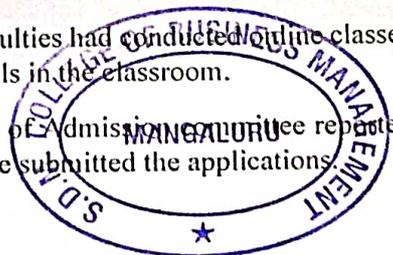
**IQAC 20-21/1.11** Deans assured the principal that all the class advisors are proactive and were available to the students for interaction through their class WhatsApp group.

The lock down period was made useful by the teachers to familiarize themselves on the subjects. Many useful links regarding faculty development programme, online teaching methods, etc. Had been forwarded to all the teachers.

**IQAC20-21/1.12** Mrs. Divya Uchil, Dean BCA Department said that Email ID of students is created and class advisors are asked to give it to the students, Students were given two days' time to login and class advisor gave the students necessary guidance.

**IQAC20-21/1.13** It was resolved that Deans reported that few faculties had conducted online classes and also sent recorded videos and uploaded the teaching materials in the classroom.

**IQAC20-21/1.14** It was resolved that Mrs. Smitha, Coordinator of Admission committee reported that admission committee is interacting with candidates who have submitted the applications



**IQAC20-21/1.15** It was resolved that Mrs. Shashikala Shetty, IQAC coordinator said that the following Webinars are planned by various departments:

- “Investments in Stock Market during Pandemic” by Commerce department on 27 June 2020
- “Self-Analysis during the Pandemic” by BA(HRD) department on 30 June 2020
- “Reflections of Higher Education Scenario-Post COVID -19” by BBA department on 2 July 2020
- “Tech for good – Using Technology to make a Better World” on BCA department 4 July 2020

**IQAC20-21/1.16** It was resolved that Feedback was analyzed by IQAC and based on the finding, suggestions were given in the staff meeting.

**IQAC20-21/1.17** It was resolved that Orientation of Literary Association on 26th June 2019

**IQAC20-21/1.18** It was resolved that Orientation of Consumer Club “Samvradhi” on 20 August 2019

**IQAC20-21/1.19** It was resolved that Orientation of Scan Association on 28 June 2019

**IQAC20-21/1.20** It was resolved that Orientation of Fine Arts Association on 28 June 2019

**IQAC20-21/1.21** It was resolved that Professional Course Orientation on 25 June 2019

**IQAC20-21/1.22** It was resolved that Library orientation programme from 6th to 15th July 2019

**IQAC20-21/1.23** It was resolved in the meeting that Orientation of Finance Association on 6 July 2019

**IQAC20-21/1.24** It was resolved in the meeting that Orientation of HRD Association “Resource Hub” on 8th July 2019

**IQAC20-21/1.25** It was resolved in the meeting that Orientation of Business Law Association on 9 July 2019

**IQAC20-21/1.26** It was resolved in the meeting that Orientation of EDP Association on 10 July 2019

**IQAC20-21/1.27** It was resolved in the meeting that Orientation of Economics Association on 10 July 2019



**IQAC20-21/1.28** It was resolved in the meeting that Orientation of Youth Red Cross Association on 10 July 2019

**IQAC20-21/1.29** It was resolved in the meeting that Orientation of Marketing Association on 5 July 2019

**IQAC20-21/1.30** FDP on "Quality Improvement Measures on 18 June 2019

**IQAC20-21/1.31** It was resolved in the meeting that FDP on "Methodical organisation and uploading of documents under NAAC – New System 30 July 2019

**IQAC20-21/1.32** It was resolved in the meeting that FDP on "Quality Base Management Education, 30 January 2020

**IQAC20-21/1.33** It was resolved in the meeting that FDP on "Role of Social Entrepreneurship in Job Creation 11 February 2020

**IQAC20-21/1.34** It was resolved in the meeting that FDP on "SEBI initiated Investment Awareness on 8 February 2020

**IQAC20-21/1.35** It was resolved in the meeting that Leadership Development Programme for Council members

**IQAC20-21/1.36** It was resolved in the meeting that FDP on Health Care for Teachers on 6 June 2019



## ACTION TAKEN REPORT PRESENTED IN THE IQAC MEETING HELD AT THE END OF THE ACADEMIC YEAR 2019-2020

- Principal reported that the dates for major Programme were discussed with the faculties and the date was fixed accordingly.
- Principal reported that each departments conducted a minimum of three Conferences.
- Principal reported that each department conducted national seminars by various departments.
- It was reported that Student Internal Mark were signed by the students for sending to the university.
- It was reported that the Student Minor Research Projects were submitted to Dr. Muralidhar Rao as hard copy or in the form of CD.
- Dr. Muralidhar Rao reported that Short term Courses certificate were submitted.
- It was reported that Decisions regarding selecting the names of best outgoing students with respect to various association had been decided for awarding on college day.
- It was reported that NAAC Criteria wise discussion dates were fixed and adjourned.
- It was reported that Based on the University decision classes and examination were being conducted.
- Principal reported that online Admission and online payment of fees were monitored
- Principal reported that all the class advisors were proactive and were available to the students for interaction through their class WhatsApp group.
- Principal reported that many useful links regarding faculty development programme, online teaching methods, etc., were forwarded to all the teachers.
- It was reported that The lock down period was to be made use of by the teachers to familiarize themselves and equip themselves with technology.
- Principal reported that Mrs. Divya Uchil, Dean BCA Department had created Email ID of students and class advisors were asked to give it to the students, Students were given two days' time to login and class advisor had to give the students necessary guidance.
- Principal reported that online classes were conducted by the faculties during the lockdown period and to send the recorded videos and teaching aids in the classroom so that the students could benefit from it.
- Mrs. Smitha, Coordinator of Admission committee reported that admission committee interacted with candidates who submitted the applications.
- Mrs. Shashikala Shetty, IQAC Co-Ordinator reported that the departments should affixed the date and conducted webinars from each department.
- IQAC20-21/1.16 It was reported that the Discussion on feedbacks and Following feedbacks were received from various stakeholders were discussed.



**Principal**  
Shri Dharmasthala Manjunatheshwara  
College of Business Management  
MANGALORE.