



INTERNAL QUALITY ASSURANCE CELL

Composition of 2021-2022

Principal and Chair person	Prof.Rangashamaiah K R
Coordinator, IQAC	Dr.Kanthamma H K Associate Professor Department of Commerce and Management
Members	Prof. Suvarna Raj. Coordinator, Post Graduate studies Prof. Asha B/L Head, Department of Commerce Prof. Sushma D Head, Department of Management Prof. Vani J U Head, Department of computer application Prof. Ramesh Head, department of Kannada Prof. Simanthini Kulkarni Head, Department of English Prof. Ranjini Head, Department of Hindi Sri. Raghu R, Head, Department of Physical Education Sri. Murali D , Head, Department of Library Science Smt. Sankalpa , Office assistant
Management Representative	Sri. N M Rudramurthy Secretary, VSSESS
Alumni representative	Sri. Girish Assistant Professor, Dept of computer application
Student Representatives – UG	Sri. Sudeep M K III B.Com,
Student Representatives – PG	Sri.Narendra Babu II M.Com,



CIRCULAR

01-07-2021

IQAC meeting is scheduled on 1st July 2021 for Head of Departments and forum conveners in Principal chamber at 1.30pm.

Agenda:

1. Appointment of New IQAC Coordinator.
2. Any other matter.

SI No	Names	Signature
1	Prof. Rangashamaiah K R	
2	Sri. N M Rudramurthy	
3	Dr.Kanthamma H K	
4	Prof. Suvarna Raj · B	
5	Prof. Asha B L	
6	Prof. Sushma D	
7	Prof. Vani J U	
8	Prof. Ramesh	
9	Prof. Simanthini Kulkarni	
10	Prof. Ranjini	
11	Sri. Raghu R	
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14	Sri. Girish	
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16	Sri. Narendra Babu	



Veerashaiva Sree Eshwara Seva Samithi (R)
JNANA JYOTHI DEGREE COLLEGE

(Affiliated to Bengaluru City University)

COLLEGE CODE NO.3415

CA-23, 3rd cross, Yelahanka Newtown, Bengaluru-560064

Ph: 080-42033039, Email Id: jjdc@jnanajyothiynk.com

Agenda:

01-07-2021

1. Appointment of New IQAC Coordinator.
2. Any other matter.

Minutes:

1. Dr.Kanthamma H K Associate Professor, Dept of commerce and management took charge as IQAC coordinator.

Action taken report:

1. The IQAC Coordinator was given instructions to coordinate with all criterion heads in this regard.


IQAC Coordinator


Principal 1/7/21

PRINCIPAL
NANA JYOTHI DEGREE COLLEGE
Yelahanka New Town,
BANGALORE - 560 064.



CIRCULAR

22-08-2021

IQAC meeting is scheduled on 22nd August 2021 for Head of Departments and forum conveners in Principal chamber at 1.30pm.

Agenda:

1. Presentation of proposed plans of departments by HODs.
2. Presentation of forum conveners.
3. Discussion on conduct of meaningful webinar, seminars, workshop sessions for knowledge enhancement, among faculty and students of UG & PG departments.
4. Discussion on conduct of graduation day and farewell day.
5. Discussion about infrastructure and quality enhancement programs.
6. Discussion on to conduct orientation and bridge course.
7. Any others matter.



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IQAC meeting with HODs and conveners

22-08-2021

Agenda:

1. Presentation of proposed plans of departments by HODs.
2. Presentation of forum conveners.
3. Discussion on conduct of meaningful webinar, seminars, workshop sessions for knowledge enhancement, among faculty and students of UG & PG departments.
4. Discussion on conduct of graduation day and farewell day.
5. Discussion about infrastructure and quality enhancement programs.
6. Discussion on to conduct orientation and bridge course.
7. Any others matter.

Minutes:


- Heads of the departments briefly explained the various activities for the semester,
- Several new and innovative initiative work presented by Heads of department,
- Conveners of forums proposed to organize various program during October to November under their respective committees.
- The major programs and initiatives of the institution to be conducted –
 - Anti covid cell to organize awareness program for the students.
 - Discussion happened on meaningful initiatives from post-graduation and under graduate depts.
- Principal instructed the conveners of faculty development cell to conduct minimum of two FDPs in a Semester
- Principal instructed that computer application and commerce and management should come up with innovative programs involving all the students.
- Bridge courses to be conducted to support the learning needs of students from various other academic domains.
- Principal instructed that to conduct graduation day for outgoing students and fresher's day for first year students in the month of October.



Action taken report:

1. Commerce and management forum in association with Milestone academy has organized and orientation program for the first year students for a week from 16-09-2021 to 21-09-2021.
2. Placement committee had organized soft skill training for 6th sem B com, BBA & BCA students on 04-10-2021 from milestone Academy.
3. Organized two days FDP program on "ART OF WRITING RESEARCH PAPER" from a resource person Dr. Usha Devi Associate Professor, MLA College on 01-10-2021 to 02-10-2021.
4. Conducted Mime act from Anti covid cell on 29-10-2021 about how to take precautionary measures to protect from covid-19 from the students.
5. Anti-sexual & harassment cell organized drawing competition for the students on 08-01-2021.
6. HOD of department of commerce and management gave a proposal to conduct a lecture session on stock market analysis in the month of December.


IQAC Coordinator


Principal 22/8/21
PRINCIPAL
JNANA JYOTHI DEGREE COLLEGE
Yelahanka New Town,
BANGALORE - 560 064.



CIRCULAR

29-10-2021

IQAC meeting is scheduled on 29th October 2021 for Head of Departments and forum conveners in Principal chamber at 1.30pm.

Agenda:

1. Discussion relating to review of various criterions of NAAC.
2. Discussion on grievance redressed mechanism.
3. To discuss about campus discipline maintenance.
4. Discussion on remedial class conduction.
5. Any others matter.



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16	Sri. Narendra Babu	



CIRCULAR

29-09-2021

IQAC meeting is scheduled on 29th November 2021 for Head of Department and forum conveners in Principal chamber at 2.30pm.

Agenda:

1. Discussion relating to review of various criterions of NAAC.
2. Discussion on grievance redressed mechanism.
3. To discuss about campus discipline maintenance.
4. Discussion on remedial class conduction.
5. Any others matter.

Minutes:

1. The principal informed IQAC coordinator to review each criterion documentation with the criterion heads.
2. It was suggested to the heads to continue with the progress and comply with review requirements.
3. The principal informed all criterion heads to complete all pending documentation work of NAAC by 20th Jan 2022.
4. Principal informed to all the staff to maintain proper dress code in the classes and timings of college.
5. Head, Commerce department mentioned on promotion of online suggestion box among students and to provide timely solution to student grievances.
6. Remedial classes to be conducted by subject faculties to assist students learning needs.



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Action taken report:

29-09-2021

1. Criterion heads presented before the committee the progress report of their criterion.
2. The student were informed about the online suggestion box/grievance redressal platform which has been created with google form.
3. An expert session on the institutional preparedness was organized to address the need.
4. Several programs were organized with forums and departments.
5. A lecture program conducted by Prof. Ramesh for the students regarding maintenance of discipline around campus and class rooms on 12th Dec 2021.
6. Some of our faculties attended many workshops relating to NEP effective implementation conducted by various colleges and universities.


IQAC Coordinator


Principal



CIRCULAR

08-02-2022

IQAC meeting is scheduled on 8th Feb 2022 for Head of Departments and forum conveners in Principal chamber at 1.30pm.

Agenda:

1. Plan of action for even semester 2021-2022
2. Discussion on strengthen mentorship programs
3. Discussion on conduct of campus recruitment program and providing soft skill training to the students regarding how to face the interview.
4. Discussion on plan to take 6th sem BBA students for one day industrial visit.
4. Any others matter.



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CIRCULAR

09-04-2022

IQAC meeting is scheduled on 9th APRIL 2022 for Head of Departments and forum conveners in Academic Director Room at 2.30pm.

Agenda:

1. Plan of action for even semester 2021-2022
2. Discussion on strengthen mentorship programs
3. Discussion on conduct of campus recruitment program and providing soft skill training to the students regarding how to face the interview.
4. Discussion on plan to take 6th sem BBA students for one day industrial visit.
4. Any others matter.

Minutes:

1. Strengthen mentorship initiatives to support academic, career needs among students.
2. Placement committee coordinator explained regarding conducting one day campus pool for students in college campus.
3. Decision taken to conduct one week soft skill training for the students to face the interviews.
4. Suggestion's from UG students, they were happy with the learning experience.
5. Suggestion's from UG students the needs for further strengthening of internship and field visit could enhance student effective learning.



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Action taken:

1. The college placement committee has made effort to provide placements in various reputed companies,
2. The mentor, mentee interactive activities has been improved.
3. One day industrial visit has been conducted for 6th sem BBA students to KMF Mandya.
4. Guides allotted for internship work for the B.Com students & allotment of guides for BBA students for their field study work.
5. Various faculties of dept of commerce and management organized some activities for the students relating to their personality development.


IQAC Coordinator


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