



CANARA COLLEGE

Managed by Canara High School Association, Mangaluru
Reaccredited by NAAC and Affiliated to Mangalore University

Mahatma Gandhi Road, Kodialbail, Mangaluru – 575 003, D. K. District, Karnataka



E-mail : cnrcollege@yahoo.co.in

Ph. No : 0824 - 2492366

Web : www.canaracollege.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App./2020-21

September 15, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Meeting of the IQAC Associate Members, September 2021 – Reg.

With reference to the subject cited above, a meeting of the IQAC Associate Members will be convened on Monday, September 20, 2021 at 3:00 PM in the Office of IQAC. You are required to attend the same. The Agenda for the meet is herewith stated below.

Thank you.

With regards,

HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators
Co-ordinator

Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003



Premalatha V.

Dr. Premalatha V.

Principal and Chairman

Principal
Canara College
Mangaluru

P. S. : Meeting Agenda

1. Read and confirm the minutes of last meeting (virtual) held on May 09, 2021 and review the ATR.
2. Status of the SSR and AQAR 2019-20 submitted to the NAAC.
3. Follow-up with the further documentation of files and records by the Departments and CC/ ECA Associations.
4. Proposal for offering M.A. (Sanskrit) Programme.
5. Consitution of NEP Implementation Taskforce Committee.
6. Any other matter with the permission of the Chair.

To :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Staff Welfare Secretary
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff



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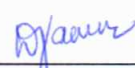




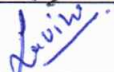

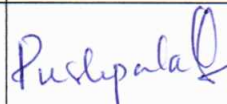

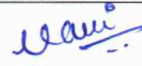



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	September 20, 2021
Time of the Meeting	3:00 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana Prabhu J. Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Administration	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, PG Centre for Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Second Div. Clerk	Administrative Staff	

Hardik P. Chauhan
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Premalatha V.
Dr. Premalatha V.
Principal & Chairman
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App./2020-21

September 21, 2021

Minutes of Meeting of the IQAC Associate Members, September 2021

Date : Monday, September 20, 2021

Time : 3:00 PM

Venue : Office of the IQAC

A meeting of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Monday, September 20, 2021 at 3:00 PM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V. chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting (virtual) held on May 09, 2021 and review the ATR.
2. Status of the SSR and AQAR 2019-20 submitted to the NAAC.
3. Follow-up with the further documentation of files and records by the Departments and CC/ ECA Associations.
4. Proposal for offering M.A. (Sanskrit) Programme.
5. Constitution of NEP Implementation Taskforce Committee.
6. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head Criterion II & Staff Welfare Secretary
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Aparna Kamath, Head, Criterion VII
11. Mrs. Vani U. S., Student Welfare Mentor
12. Mrs. Sushma R. Shetty, Staff Welfare Secretary
13. Mrs. Prathima V. Baliga, Web Administrator
14. Mrs. Radhika Bhat, Administrative Staff

Absentees for the Meet :

-Nil-

Proceedings of the Meet :


At the outset, the IQAC Coordinator Mr. Hardik P. Chauhan welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

- 1. Read and confirm the minutes of last meeting (virtual) held on May 09, 2021 and review the ATR :**
The IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting (virtual) held on Sunday, May 09, 2021. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.
- 2. Status of the SSR and AQAR 2019-20 submitted to the NAAC :**
The IQAC Coordinator Mr. Hardik P. Chauhan updated the members that the Institutional Self-Study Report (SSR) for Fourth Cycle of Accreditation was submitted to NAAC on Thursday, August 19, 2021 and the Student Satisfaction Survey (SSS) initiated by NAAC as a part of assessment process also has been completed. However, the DVV clarifications are awaited. Further, the AQAR 2019-20 was submitted to NAAC on Tuesday, September 07, 2021 and further queries / its approval and acceptance is expected.
- 3. Follow-up with the further documentation of files and records by the Departments and CC/ ECA Associations :**
The IQAC Coordinator Mr. Hardik P. Chauhan reiterated the members to initiate necessary follow-up with further documentation of files and records by the Departments and CC / ECA Associations as per the directives and specifications issued. Year-wise records of the same shall be kept ready by all the concerned. The same was resolved to carry out needful follow-up in this regard. Further, it was also informed to all the Criterion Heads to submit criterion-wise documents collected for SSR to the IQAC for its filing. The members agreed for the same.
- 4. Proposal for offering M.A. (Sanskrit) Programme :**
As a follow-up initiative towards commencement of the formerly existing Sanskrit Research Centre, it is learned and expected that the HEI needs to have a PG Centre for the said Programme. Hence, to initiate the same, the Principal Dr. Premalatha V. informed the members that it has been proposed to offer M.A. (Sanskrit) Programme from the ensuing Academic Year 2021-22 onwards. Necessary formalities with the Affiliating University have been initiated and the same is in progress.
- 5. Constitution of NEP Implementation Taskforce Committee :**
With the introduction of NEP Scheme in the State and its implementation by the Affiliating University from the ensuing Academic Year 2021-22, the need was felt to constitute a Taskforce Committee in the Institute to ensure its effective implementation. The Principal Dr. Premalatha V. informed the members that Mrs. Sandhya B., Head, Dept. of Chemistry and Programme Head, B.Sc. Programme shall be the Convener of the Committee, the IQAC Coordinators as the Advisory Members and the Heads of various Programme Departments shall be its members. The same shall also be notified to all the concerned for their kind information and necessary follow-up from time-to-time.
- 6. Any other matter with the permission of the Chair :**
The following other matters were discussed :
 - i. The IQAC Coordinator Mr. Hardik P. Chauhan informed the members that in consonance with the directives of the Joint Director, Dept. of Collegiate Education, Mangaluru Region, Mangaluru and the University, NEP Awareness Programmes have been scheduled and they are as follows :


- Stakeholders Awareness Workshop on “NEP 2020 : A Vision for New Horizon – An Understanding of and Orientation to the Intent, Implementation and Prospects in Higher Education” (For the selected newly admitted First year students of 2021-22 Batch across the streams along with their Parents)
 - Educators Awareness Workshop on “NEP 2020 : Vision to Action – Intent, Implementation, Impact and Implications in Higher Education” for the Teachers of the Institute and few invitees from the Canara Pre-University College – the Sister Institution along with the presence of Management Members.
- ii. The Principal Dr. Premalatha V. informed the members that the College Visit by the Local Inspection Committee (LIC) of Mangalore University is likely to take place in the ensuing month October 2022. Needful follow-up and preparations for the same shall be carried out as applicable.
- iii. The Principal Dr. Premalatha V. also informed the members that the Management is likely to address / interact with the teaching staff members in the ensuing month October 2021. The same will be intimated when scheduled.
- iv. Considering the availability of time, it was resolved to have the Academic and Administrative Audit (AAA) – A Quality Assurance initiative of the Institute, for the AY ended 2020-21 in the month of December 2021. Hence, necessary preparations for the same shall be made by all the concerned.

On a concluding note, the Principal and the IQAC Coordinators expressed a general concern on expected preparedness of the Institution keeping in mind the effective implementation / adoption of NEP 2020. Hence, it is very much required to have further understanding on the modalities and framework of the same which is however expected from the University, so as to have better clarity.

Assuring the best, the meet concluded with a vote of thanks to the Chair.


Mrs. Dejamma A.
Mr. Hardik P. Chauhan
 IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003




Dr. Premalatha V.
 Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/118/2020-21

May 04, 2021

Notice

Dear Madam / Sir,

Subject : Virtual Meeting for the Academic Planning of Even Semester 2020-21 - Reg.

Reference : Directives issued by the Principal dated 04/05/2021.

With reference to the subject cited above and as per the directions of the Principal based on her participation in the virtual Meeting of the Principals with the Hon'ble Vice Chancellor held on 04/05/2021, a virtual meeting of all the teaching staff is hereby convened today i.e, 04/05/2021 at 4:00 PM. You are hereby required to attend the same. The link of the meeting will be shared in the Official WhatsApp Group. The agenda of the meeting is stated below.

Thanking you.

With regards,

HP Chauhan Dejamma
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



P. Premalatha V.
Dr. Premalatha V.

Principal

Principal

Canara College

Mangaluru

P. S. : Meeting Agenda

1. Calendar for the commencement of Even Semester 2021 for U.G. & P.G. Programme(s).
2. Updates on the pending Odd Semester Examinations, April / May 2021.
3. Conduct of Online Classes.
4. Discuss and plan for offering Open Elective Course (Interdisciplinary) across all the U.G. programmes.
5. Plan for the schedule of classes and preparation of Time Table for the same.
6. Action plan for E-Content Development / LMS.
7. Any other matter with the permission of the Chair.

To :

1. All the Faculty members.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/118/2020-21

May 05, 2021

Minutes of the Virtual Meet of IQAC with the Teaching Faculty, April 2021

(Academic Planning for the Even Semester 2020-21)

Date : Tuesday, May 04, 2021

Time : 4:00 PM

Platform : Google Meet

A virtual meeting of the Internal Quality Assurance Cell (IQAC) with the teaching faculty was convened on Tuesday, May 04, 2021 at 4:00 PM through Google meet. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on April 10, 2021 and review the ATR.
2. Updates on the University Academic Calendar for the commencement of Even Semester 2020-21 for U.G. & P.G. Programme(s).
3. Updates on the conduct of pending Odd Semester Examinations, April / May 2021.
4. Discuss and plan for the conduct of online classes.
5. Discuss and plan for offering Open Elective Course(s) (Interdisciplinary) across all the U.G. programmes.
6. Plan for the duration and schedule of classes and preparation of Time Table for the same.
7. Action plan for E-Content Development / LMS.
8. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Aparna Kamath, Head, Criterion VII
11. Mrs. Vani U. S., Student Welfare Mentor
12. Mrs. Sushma R. Shetty, Staff Welfare Secretary
13. Mrs. Prathima V. Baliga, Web Administrator
14. Other Faculty members - 43

Absentees for the Meet :

1. Dr. Ganesh Shetty U., Head, Dept. of Political Science

Proceedings of the Meet :

At the outset, the IQAC and NAAC Steering Coordinator Mrs. Dejamma A., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. Read and confirm the minutes of last meeting held on April 10, 2021 and review the ATR:

IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Saturday, April 10, 2021. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.

2. Updates on the University Academic Calendar for the commencement of Even Semester 2020-21 for U.G. & P.G. Programme(s) :

Principal Dr. Premalatha V., updated the faculty members about the discussions held and directives issued by the University based on her participation in the virtual meet of the Principals with the Hon'ble Vice Chancellor held on May 04, 2021. In this regard, the revised U.G. Academic Calendar of the Even Semester 2020-21 has been decided and will be officially notified very soon. It is as stated below :

Commencement of II, IV & VI Semester classes (Through online mode)	10/05/2021
Commencement of I IAE	4 th week of June 2021
Commencement of II IAE	1 st week of August 2021
End of II, IV & VI Semester classes	28/08/2021
Commencement of II, IV & VI Semester Examinations	02/09/2021 To 30/09/2021

However, the even Semester for P.G. programmes will be commencing from June 01, 2021. Therefore, the Principal directed all the Departments to plan and prepare themselves for the commencement the even semester commencing from May 10, 2021 amid the situation of State Lockdown due to growing second wave of COVID-19 pandemic.

3. Updates on the conduct of pending Odd Semester Examinations, April / May 2021 :

Based on the discussions held at the meeting cited above, Principal Dr. Premalatha V., updated the faculty members that the pending I, III and V Semester Examinations which is postponed due to COVID-19 situation will be scheduled in between the Even Semester classes after getting the directions from the Government to start the offline classes. Moreover, it has also been told that one week prior intimation will be given to the colleges before the commencement of I, III and V Semester Examinations.

4. Conduct of Online Classes :

Principal Dr. Premalatha V., informed the faculty members that considering the prevalent lockdown situation amid COVID-19 pandemic, the following has been directed by the University with regard to the conduct of online classes :

- To opt for $\frac{1}{3}$: $\frac{1}{3}$: $\frac{1}{3}$ way of teaching-learning process i.e., online : offline and experiential learning modes respectively.
- To conduct live classes using any virtual platforms that are available viz., Google Meet, Zoom, Cisco Webex, etc.

iii. Attendance of the students to these classes will be mandatory i.e., maintaining of 75% of the attendance has been insisted upon.

iv. The duration of the live classes can be of 30-40 minutes duration.

The above aspects were thoroughly discussed. Suggestions were also received from the Heads of the Departments and few faculty members. Considering the above, the following resolutions were made :

- i. To conduct online classes from May 10, 2021 through online mode using Google Meet platform. However, considering some genuine constraints, few Departments opted to send recorded video lectures and conduct Google meet once or twice in a week to have an interaction with the students and clear their doubts if any as it was followed during the previous semester.
- ii. To insist upon students attendance to the online classes. Also consider marking of the attendance and keeping a proper record of the same. However, in case of any genuine difficulty or challenges of poor network connectivity and any other issues, it must be informed by the students to the concerned course teachers and the same may be noted. In such cases, the recorded clipping of the Google meet class can be shared on their request.
- iii. In this regard, all the Departments are hereby expected to further convene Department level meetings and make appropriate plans for curriculum delivery.

5. Discuss and plan for offering Open Elective Course(s) (Interdisciplinary) across all the U.G. programmes :

Principal Dr. Premalatha V., informed the faculty members about the Open Elective Course(s) (Interdisciplinary) to be considered for offering to the students of IV Semester across all the U.G. Programmes for the academic year 2020-21 as per the Choice Based Credit System (CBCS). In this regard, Principal directed all the Heads of Programme Departments to choose a course that they will be going to offer. Further, a discussion at length was held on the number of courses that can be offered by the Departments, mode of collecting the choice of the students, their preference, minimum and maximum number of students expected for a course if any., etc. It was resolved that Heads shall further brainstorm and discuss in their Departmental meetings and finalize the course considered for offering. However, the same will be further discussed once the list of elective courses is ready.

6. Plan for the duration and schedule of classes and preparation of Time Table for the same :

Principal Dr. Premalatha V., directed the Heads of Programme Departments to conduct the Departmental meetings and plan for a common duration for the conduct of online classes and schedule the classes accordingly. A time table for the same shall be prepared and must be communicated to the students too.

7. Action plan for E-Content Development / LMS :

As directed by the University, Principal expressed the concern for E-Content development / LMS. Several suggestions were also received from the faculty members in this regard. However, it was resolved that besides virtual classes, all the e-content of learning shall be made available to the students through the Google Classrooms created for the said purpose. Also it is being posted in the Class-wise Official WhatsApp Groups. The syllabus copy, question papers, etc. are already uploaded on the Institutional Website and is available for the use of students and faculty.

8. Any other matter with the permission of the Chair :

The following other matters were discussed :

- i. Couple of Departments raised their query pertaining to the recruitments for vacant post / excess workload. Principal Dr. Premalatha V., informed the concerned that requisitions for same has already been made to the Management. Upon its consideration by the Management, it will be processed further.
- ii. Some faculty members expressed the need for reference books from the library to prepare themselves for the courses. In this regard, amidst the lockdown situation, Principal Dr. Premalatha V., informed the members that within the lockdown relaxation time in the morning, the Library will remain open between 9:00 – 11:00 AM for next two days. Those who require books can come to the college within the said timings.
- iii. The language teachers expressed that their text books for some of the semesters is yet to reach the market. Hence, classes for such courses will be conducted accordingly.
- iv. For the kind information of all the faculty members, it was informed to them that a circular notifying the commencement of Even Semester 2021 will be notified by the College based on the notification of the University. The same shall also be communicated to the students. An official SMS from the College will also be sent to the Parents notifying the same. The same will also be updated and notified through our Institutional Website.
- v. Principal Dr. Premalatha V., informed that inputs / suggestions can also be taken from the members of Student Welfare Council with regard to the conduct of online classes through Google Meet as resolved in this meeting.

Principal Dr. Premalatha V., wished well to all and said stay home, stay healthy and stay safe. Hoping to see you all back on the campus soon.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma *HPC Chauhan*
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V.

Dr. Premalatha V.

Principal & Chairman

Principal

Canara College

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App/2020-21

May 08, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Meeting of the IQAC Associate Members – May 2021.

With reference to the subject cited above, a virtual meeting of the IQAC Associate Members will be convened on Sunday, May 09, 2021 at 10:00 AM through Google Meet platform. Link to join the meeting will be shared through WhatsApp Group. You are kindly required to attend the same. Agenda for the meeting is herewith stated below.

Thank you.

With regards,

Dejamma *HP Chauhan*
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V.

Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

P. S. : Meeting Agenda

1. Read and confirm the minutes of last meeting held on May 04, 2021 and review the ATR.
2. Updates on the further IIQA clarification raised by NAAC.
3. Initiation of follow-up action for the further IIQA clarification raised by NAAC.
4. Any other matter with the permission of the Chair.

To :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
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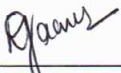
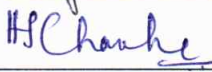


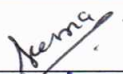


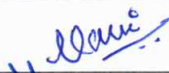



Web : www.canaracollege.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Virtual Meet of the IQAC Associate Members
Date of the Meeting	May 08, 2021
Time of the Meeting	10:00 AM
Platform of the Meeting	Google Meet

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana Prabhu J. Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Administration	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, PG Centre for Commerce	Head, Criterion VII	-ABSENT-
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Second Div. Clerk	Administrative Staff	

Hardik Chauhan
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Premalatha V.
Dr. Premalatha V.
Principal & Chairman

Principal
Canara College



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App/2020-21

May 09, 2021

Minutes of the Virtual Meet of Associate Members of IQAC, May 2021

Date : Sunday, May 09, 2021

Time : 10:00 AM

Platform : Google Meet

A virtual meeting of the Internal Quality Assurance Cell (IQAC) was convened on Sunday, May 09, 2021 at 10:00 AM through Google meet. The Principal and Chairman Dr. Premalatha V. chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on May 04, 2021 and review the ATR.
2. Updates on the further IQA clarification raised by NAAC.
3. Initiation of follow-up action for the further IQA clarification raised by NAAC.
4. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Vani U. S., Student Welfare Mentor
11. Mrs. Sushma R. Shetty, Staff Welfare Secretary
12. Mrs. Prathima V. Baliga, Web Administrator
13. Mrs. Radhika Bhat, Administrative Staff

Absentees for the Meet :

1. Mrs. Aparna Kamath, Head, Criterion VII

Proceedings of the Meet :

At the outset, the IQAC and NAAC Steering Coordinator Mr. Hardik P. Chauhan, welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. Read and confirm the minutes of last meeting held on May 04, 2021 and review the ATR :

The IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Tuesday, May 04, 2021. The same were confirmed and ratified by the members. Action Taken for the same

was also shared with the members.

2. Updates on the further IIQA clarification raised by NAAC :

The IQAC Coordinator and NAAC Steering Coordinator Mr. Hardik P. Chauhan updated the members about the Second level IIQA clarifications raised by NAAC dated 07/05/2021. The telephonic communications had with the NAAC in this regard was informed to the members. The areas of clarification sought were shared with the members and needful suggestions in this regard were also sought.

3. Initiation of follow-up action for the further IIQA clarification raised by NAAC :

In connection with the above, the Principal Dr. Premalatha V. directed the members to initiate necessary follow-up action so as to comply with the requirements for settling the clarifications raised by NAAC.

4. Any other matter with the permission of the Chair :

The following other matter(s) were discussed :

- i. Mrs. Sandhya B., Head, Dept. of Chemistry and Programme Head, B.Sc. Programme sought clarifications about the list of Open Elective Courses and accommodating the students across these courses. In response to the same, the Principal Dr. Premalatha V. directed that Google Form seeking students' preference / choice for the Open Elective Course shall be collected, sorted and may be used for further process.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma A.
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V.

Dr. Premalatha V.

Principal & Chairman

Principal

Canara College

Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App./2020-21

March 19, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Meet of the IQAC with the Management, March-2021.

With reference to the subject cited above, a meet of the IQAC Associate Members with the Management will be convened on Monday, March 22, 2021 at 2:30 PM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,

[Signature]
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003

P. S. : Meeting Agenda



[Signature]

Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

1. Read and confirm the minutes of last meeting held on January 27, 2021 and review the ATR.
2. Appraisal of the preparations for NAAC A & A and Advisory by the Hon'ble Management Members.
3. Application for IV Cycle NAAC A & A - IIQA and further follow-up.
4. Any other matter with the permission of the Chair.

To :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Staff Welfare Secretary
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff

Copy to :

1. Mr. Maroor Sudhir Pai, Correspondent, Canara College, Mangaluru.
2. CA M. Vaman Kamth, Treasurer, C.H.S. Association & Member, LGC, Canara College, Mangaluru.



Principal
Canara College
Mangaluru

Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003



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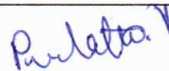

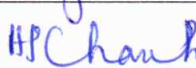

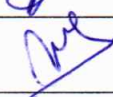
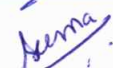

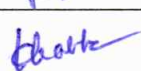

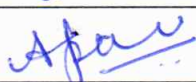
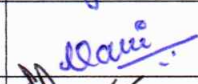
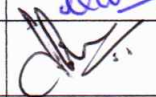


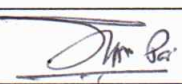
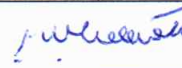
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members with the Management
Date of the Meeting	March 22, 2021
Time of the Meeting	2:30 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Comp. Sc. & Appns.	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Admn.	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Comp. Sc. & Appns.	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	
Management Invitees			
15.	Mr. Maroor Sudhir Pai Correspondent, Canara College, Mangaluru.	Special Invitee	
16.	CA M. Vaman Kamath Treasurer, C.H.S. Association & Member LGC	Special Invitee	

Principal
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/MoM/2020-21

March 22, 2021

Minutes of the Meet of IQAC with the Management, March 2021

Date : Monday, March 22, 2021

Time : 2:30 PM

Venue : Office of the IQAC

A meet of the Associate members of Internal Quality Assurance Cell (IQAC) with the Management members was convened on Monday, March 22, 2021 at 2:30 PM in the Office of IQAC. The Correspondent Mr. Maroor Sudhir Pai chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on January 27, 2021 and review the ATR.
2. Appraisal of the preparations for NAAC A & A and Advisory by the Hon'ble Management Members.
3. Application for IV Cycle NAAC A & A - IIQA and further follow-up.
4. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Aparna Kamath, Head, Criterion VII
11. Mrs. Vani U. S., Student Welfare Mentor
12. Mrs. Sushma R. Shetty, Staff Welfare Secretary
13. Mrs. Prathima V. Baliga, Web Administrator
14. Mrs. Radhika Bhat, Administrative Staff
15. Mr. Maroor Sudhir Pai, Correspondent
16. CA M. Vaman Kamth, Treasurer, C.H.S. Association & Member - LGC, Special Invitee

Absentees for the Meet :

-Nil-

Proceedings of the Meet :

At the outset, Principal Dr. Premalatha V., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. **Read and confirm the minutes of last meeting held on January 27, 2021 and review the ATR:**
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Wednesday, January 27, 2021. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.

2. **Appraisal of the preparations for NAAC A & A and Advisory by the Hon'ble Management Members :**

The Correspondent Mr. Maroor Sudhir Pai appraised the preparations for the A & A process. The Criterion Heads shared the criterion-wise status of work done for SSR. Upon learning the same, he firmly directed to all the concerned to gear-up with the pending task and complete the same at the very earliest considering it at the Institute's need and priority. Furthermore, CA M. Vaman Kamath, Treasurer, C.H.S. Association and Member, LGC, insisted to have internal check of the data and supporting documents before its submission. The same shall be reviewed mutually with other Criterion Heads.

3. **Application for IV Cycle NAAC A & A - IIQA and further follow-up :**

It was directed by the Management members that all the preparations shall comply the timelines. Further, the application for IIQA shall be made prior to the expiry of validity date.


4. **Any other matter with the permission of the Chair :**

It was resolved to have an Academic and Administrative Audit (AAA) within the end of the month involving external members as the Audit Peer Team Members. The IQAC shall plan and draw necessary action plan for the same at the earliest. All the concerned shall prepare themselves for the AAA.

The meet concluded with a vote of thanks to the Chair proposed by the IQAC Coordinator Mrs. Dejamma A.


Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003




Dr. Premalatha V.
Principal & Chairman
Principal
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Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/W.App./2020-21

March 19, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Advisory Meeting of the IQAC with an Expert Invitee, March-2021.

With reference to the subject cited above, an Advisory meeting of the IQAC with an expert invitee Dr. Robin M. Shinde, Associate Professor, School of Commerce & Management, Srinivas University, Mangaluru will be convened on Monday, March 22, 2021 at 11:30 AM in the Office of IQAC. You are requested to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,


Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators


Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003




Dr. Premalatha V.
Principal and Chairman
Principal
Canara College
Mangaluru

- Agenda**
1. Appraisal of our preparations for NAAC A & A and Advisory based on the same.
 2. Interaction and clarifications of query if any by the members with the Expert Invitee.
 3. Any other matter with the permission of the Chair.

To :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Staff Welfare Secretary
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff

Copy to : (For kind information)

1. Dr. Robin M. Shinde, Assoc. Professor, School of Commerce & Management, Srinivas University, Mangaluru.
2. Mr. Maroor Sudhir Pai, Correspondent, Canara College, Mangaluru.

Principal
Canara College
Mangaluru



Co-ordinator
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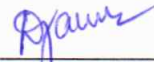
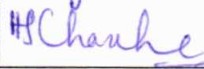






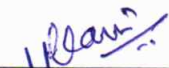



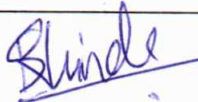
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members with the External Invitee Dr. Robin M. Shinde
Agenda	Appraisal of our preparations for NAAC A & A and Advisory
Date of the Meeting	March 22, 2021
Time of the Meeting	11:00 AM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Comp. Sc. & Appns.	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	- ABSENT -
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Admn.	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Comp. Sc. & Appns.	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	
External Invitee			
15.	Dr. Robin M. Shinde Associate Professor, College of Commerce & Mgmt. Srinivas University, Mangaluru	Special Invitee	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/MoM/2020-21

March 22, 2021

Minutes of the Advisory Meet of IQAC with an Expert Invitee, March 2021

Date : Monday, March 22, 2021

Time : 11:30 AM

Venue : Office of the IQAC

An Advisory meet of the Associate members of Internal Quality Assurance Cell (IQAC) with an Expert Invitee Dr. Robin M. Shinde, Associate Professor, School of Commerce & Management, Srinivas University, Mangaluru, was convened on Monday, March 22, 2021 at 11:30 AM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Appraisal of our preparations for NAAC A & A and Advisory based on the same.
2. Interaction and clarifications of query if any by the members with the Expert Invitee.
3. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet:

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Lavina S. Noronha, Head, Criterion IV
7. Dr. Kalpana Prabhu J., Head, Criterion V
8. Mrs. Pushpalatha, Head, Criterion VI
9. Mrs. Aparna Kamath, Head, Criterion VII
10. Mrs. Vani U. S., Student Welfare Mentor
11. Mrs. Sushma R. Shetty, Staff Welfare Secretary
12. Mrs. Prathima V. Baliga, Web Administrator
13. Mrs. Radhika Bhat, Administrative Staff
14. Dr. Robin M. Shinde, Expert, Special Invitee

Absentees for the Meet :

1. Mrs. Seema Prabhu S., (Absence with permission)

Proceedings of the Meet :

At the outset, IQAC Coordinator Mr. Hardik P. Chauhan, introduced the Expert invitee and welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. Appraisal of our preparations for NAAC A & A and Advisory based on the same :

Upon learning the status of preparations of the Institute for its forthcoming NAAC A & A process

based on the preliminary discussions had, Dr. Robin M. Shinde shared practical suggestions to further gear-up with the process so as to ensure timely application for the process. Further, he also elucidated on the task ahead to be accomplished and advised to work out on the areas that need due attention and priority in a coordinated and collaborated manner.

2. Interaction and clarifications of query if any by the members with the Expert Invitee :

Upon hearing to Dr. Robin M. Shinde, members had a meaningful interaction with him. Several clarifications pertaining to the A & A process were raised by the Criterion Heads and the same were discussed and clarified.

3. Any other matter with the permission of the Chair :

No other matters were discussed.

The meet concluded with IQAC Coordinator Mrs. Dejamma A., profusely thanking the Expert invitee Dr. Robin M. Shinde for sharing his valuable time and guidance. In response to the same, he expressed his best wishes for the smooth flow of the entire process and also assured his continued support and guidance.

Djammz

Mrs. Dejamma A.

HP Chauhan

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V

Dr. Premalatha V.

Principal & Chairman

Principal

Canara College

Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/107/2020-21

April 09, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – April 2021.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Saturday, April 10, 2021 at 11:00 AM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,


Mrs. Dejamma A.

Mr. Hardik P. Chauhan

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003




Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

P.S.: Meeting Agenda

1. Read and confirm the minutes of last meeting held on March 22, 2021 and review the ATR.
2. Updates on the status of IIQA submitted to NAAC.
3. Analysis of the Evaluative Report of AAA and discussion of needful follow-up.
4. Review of the status of SSR and its finalization.
5. Scrutiny of data and supporting documents related to SSR.
6. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Staff Welfare Secretary
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff



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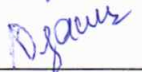
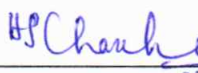


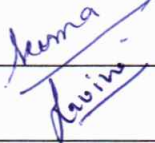
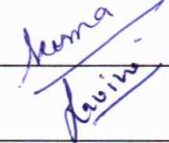
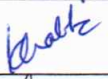

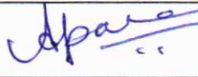
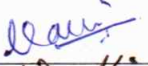



Web : www.canaracollege.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	April 10, 2021
Time of the Meeting	11:00 AM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, PG Centre for Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	

Dejamma A.
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/109/2020-21

April 12, 2021

Minutes of the Monthly Meet of IQAC, April 2021

Date : Saturday, April 10, 2021

Time : 11:00 AM

Venue : Office of the IQAC

A monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Saturday, April 10, 2021 at 11:00 AM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on March 22, 2021 and review the ATR.
2. Updates on the status of IQA submitted to NAAC.
3. Analysis of the Evaluative Report of AAA and discussion of needful follow-up.
4. Review of the status of SSR and its finalization.
5. Scrutiny of data and supporting documents related to SSR.
6. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Jayabharathi K. P., Head, Criterion II
5. Mrs. Seema Prabhu S., Head, Criterion III
6. Mrs. Lavina S. Noronha, Head, Criterion IV
7. Dr. Kalpana Prabhu J., Head, Criterion V
8. Mrs. Pushpalatha, Head, Criterion VI
9. Mrs. Aparna Kamath, Head, Criterion VII
10. Mrs. Vani U. S., Student Welfare Mentor
11. Mrs. Sushma R. Shetty, Staff Welfare Secretary
12. Mrs. Prathima V. Baliga, Web Administrator
13. Mrs. Radhika Bhat, Administrative Staff
14. Dr. Bhuvana Ramachandran, Member, Criterion I
15. Mrs. Ashalatha, Member, Criterion I

Absentees for the Meet :

1. Mrs. Sandhya B., Head, Criterion I

Proceedings of the Meet :

At the outset, IQAC Coordinator Mrs. Dejjamma A., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

- 1. Read and confirm the minutes of last meeting held on March 22, 2021 and review the ATR:**
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Monday, March 22, 2021. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.
- 2. Updates on the status of IIQA submitted to NAAC :**
IQAC Coordinator Mr. Hardik P. Chauhan updated the members on the status of IIQA submitted. It was submitted to NAAC on March 29, 2021 and thereafter a clarification was raised on the portal by NAAC on April 08, 2021. The same was clarified and resubmitted to NAAC on April 09, 2021. However, approval for the same is soon awaited and expected.
- 3. Analysis of the Evaluative Report of AAA and discussion of needful follow-up :**
Principal Dr. Premalatha V., shared the evaluative report of Academic and Administrative Audit (AAA) with the members. Criterion-wise analysis, major highlights and suggestions for improvement were shared and discussed at length. Suggestions from the members were also sought to draw appropriate action plan for further follow-up. The same were noted for needful consideration.
- 4. Review of the status of SSR and its finalization :**
Principal Dr. Premalatha V., reviewed the status of SSR and the collection of supporting inputs for the same. The Criterion Heads gave the account of the same. The Principal also directed the members to speed-up the process, verify the data and finalize the same within a week's time without any further delay. The areas that require due attention for immediate follow-up were noted down by the IQAC Coordinators. It was resolved to follow-up with the same on seeking the necessary approval from the Management at the very earliest.
- 5. Scrutiny of data and supporting documents related to SSR :**
As directed by the Management earlier during their visit to the College and discussed in a meeting with the IQAC, thereafter subsequently as directed in the e-mail received from CA M. Vaman Kamath, Treasurer, C.H.S. Association and Member, LGC of the College, Principal insisted the Criterion Heads to mutually scrutinize the criterion-wise data and supporting documents pertaining to SSR before it is uploaded. Hence, suggestions were sought from the members in this regard. Considering the paucity time and other constraints, it was resolved to do so on April 15, 16 and 17, 2021 in the presence and involvement of all the Criterion Heads. Thereafter, the soft form of the supporting files shall be finalized and submitted to the IQAC for further process.
- 6. Any other matter with the permission of the Chair :**
The following other matters were discussed :
 - i. Upon the completion of internal scrutiny of the criterion-wise data and supporting documents, the Criterion Heads shall draft the Criterion-wise summary as a part of the Executive Summary of the SSR in not exceeding 250 words each.
 - ii. Dr. Kalpana Prabhu J., Head, Criterion V suggested a need for having a training programme for the Administrative Staff focusing on preparing the Office staff for the A & A process. The suggestion was considered and it was resolved to schedule the same at the earliest.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V
Dr. Premalatha V.

Principal & Chairman

Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/77/2020-21

January 23, 2021

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – January 2021.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Wednesday, January 27, 2021 at 2:30 PM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,

Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

1. Read and confirm the minutes of last meeting held on December 22, 2020 and review the ATR.
2. Collection of inputs for DCS – India Rankings 2021 – NIRF.
3. Criterion-wise review of progress for the preparation of SSR.
4. Review of the status of syllabus covered and Schedule of Second IAE - (UG).
5. Constitution of PTA Advisory Committee 2020-21.
6. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff



Canara IQAC <canaraiqac@gmail.com>

Notice : Monthly Meet of IQAC - Jan. 2021

1 message

Canara IQAC <canaraiqac@gmail.com>

Mon, Jan 25, 2021 at 4:51 PM

To: Premalatha V pai <premalathavpai@gmail.com>

Bcc: Dejamma A <dejamma@gmail.com>, hardikchauhan091@gmail.com, Sandhya Bloor <sandhya.bloor@gmail.com>, "jayabharathi k.p." <kpjaibhsharma@gmail.com>, Seema Dath <seemadath@canaracollege.org>, Lavina Noronha <lavisuninoronha@gmail.com>, Kalpana Bhat <kalpavraksha66@gmail.com>, Pushpalatha K <pushpalatha67k@gmail.com>, Aparna Kamath <aparnakamath1@gmail.com>, vanipurushotham67@gmail.com, Sushma Rithesh <sushmarithesh@gmail.com>, Prathima Baliga <prathimavbaliga@gmail.com>, mbhat0930@gmail.com

Ref. No. : CNR/IQAC/77/2020-21

Dear Madam / Sir,

Herewith find the attached Notice of the Monthly Meet of the IQAC - January 2021.

P. S. : The member concerned shall make necessary adjustments in case of CA Examination duty is scheduled for the said date.

Thank you.

With regards,

Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators

Dr. Premalatha V.
Principal



Notice - Monthly IQAC Meet - Jan. 2021.PDF
115K

Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangalore - 575 003



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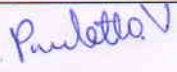
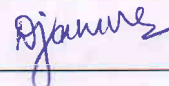
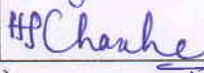


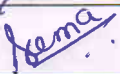


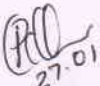
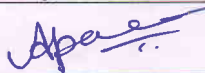
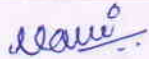

Web : www.canaracollege.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	January 27, 2021
Time of the Meeting	2:30 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	 ABSENT
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	 ABSENT
9.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	 27.01.2021
10.	Mrs. Aparna Kamath Asst. Professor & Head, PG Centre for Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	ABSENT
13.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	ABSENT

HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators



Premalatha V.
Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/81/2020-21

January 28, 2021

Minutes of the Monthly Meet of IQAC, January 2021

Date : Wednesday, January 27, 2021

Time : 2:30 PM

Venue : Office of the IQAC

A monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Wednesday, January 27, 2021 at 2:30 PM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on December 22, 2020 and review the ATR.
2. Collection of inputs for DCS – India Rankings 2021 – NIRF.
3. Criterion-wise review of progress for the preparation of SSR.
4. Review of the status of syllabus covered and Schedule of Second IAE - (UG).
5. Constitution of PTA Advisory Committee 2020-21.
6. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Pushpalatha, Head, Criterion VI
8. Mrs. Aparna Kamath, Head, Criterion VII
9. Mrs. Prathima V. Baliga, Web Administrator
10. Mrs. Ashajyothi, Member, Criterion IV
11. Mrs. Usha Nayak, Member, Criterion V

Absentees for the Meet :

1. Mrs. Lavina S. Noronha, Head, Criterion IV
2. Dr. Kalpana Prabhu J., Head, Criterion V
3. Mrs. Sushma R. Shetty, Staff Welfare Secretary
4. Mrs. Radhika Bhat, Administrative Staff

Proceedings of the Meet :

At the outset, IQAC Coordinator Mrs. Dejjamma A., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. Read and confirm the minutes of last meeting held on December 22, 2020 and review the ATR:

IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Tuesday, December 22, 2020. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.

2. Collection of inputs for DCS – India Rankings 2021 – NIRF :

IQAC Coordinator Mr. Hardik P. Chauhan updated the members that the Institution has been registered for India Rankings 2021 - NIRF. In this connection, the online Data Capturing System (DCS) for data submission for India Rankings 2021 has been open on the portal. Hence, to fulfill the requirement, the parameter-wise details were issued to all the Criterion Heads. It was resolved that the details shall be collected and submitted to the IQAC latest by Saturday, January 30, 2021. Thereafter it will be reviewed and uploaded to the portal.

3. Criterion-wise review of progress for the preparation of SSR :

Principal Dr. Premalatha V., along with the IQAC Coordinators reviewed the criterion-wise progress for the preparation of SSR. It was learned that much of the work has been done since last meet. However, there is furthermore need to follow-up and complete the said tasks within the stipulated time so as to timely apply for the process. Considering the quantum of work to be accomplished, Principal called upon the members to further gear-up and cooperate. The members agreed for the same.

4. Review of the status of syllabus covered and Schedule of Second IAE - (UG) :

Principal Dr. Premalatha V., reviewed the status of syllabus covered as on date and directed to complete the syllabus as per the stipulated time. Considering the University Academic Calendar and based on the meeting that IQAC had with the Examination Committee on January 25, 2021, the IQAC Coordinator Mrs. Dejjamma A., informed the members about the schedule and other guidelines pertaining to the conduct of Second IAE (UG Programmes) that is to be held from February 10 to 18, 2021. The same were discussed and ratified by the members.

5. Constitution of PTA Advisory Committee 2020-21 :

The members were informed about the constitution of PTA Advisory Committee for the Academic Year 2020-21 and it was resolved to constitute the same as per system. Further, upon constitution of the same, a meeting of the Advisory Committee shall be convened to elect / select the Office Bearers and other members and also chalk out the action plan for the academic year.

6. Any other matter with the permission of the Chair :

The following other matters were discussed :

- i. Principal Dr. Premalatha V., updated the members about the recommendations made and suggestions given by the Local Inspection Committee (LIC) of the University who visited the college on January 22, 2021. It was called upon to consider the same for necessary further follow-up and needful improvement.
- ii. IQAC Coordinator Mr. Hardik P. Chauhan informed the members that workshops / seminars on themes pertaining to IPR / Research Methodology / Entrepreneurship shall be taken into consideration while planning to organize the same.
- iii. It was resolved to encourage the students to access e-resources available so as to enhance the footfalls to accessibility of students' to e-resources.

- iv. With a view to ensure functional MoUs, it was resolved that appropriate activities shall be planned and executed by all the concerned during the year. Further, opportunities for entering into new MoUs may be explored.
- v. It was discussed and resolved to undertake adequate initiatives for linkages / collaborations for Internships / Student-Faculty Exchange and research related activities.
- vi. It was resolved to strengthen Innovation and ED Cell by promoting the same through chalking out appropriate activities.
- vii. With the resuming of offline classes, it was resolved to plan and chalk out appropriate activities by the Departments and CC / EC Associations (with smaller number by following the SOP of COVID-19) and resume the process of submission of Monthly Plan of Action and its review.
- viii. It was resolved that Association-wise related files / documents shall be submitted to the IQAC at the end of the academic year by the respective conveners after the Dry-Run / AAA. This is with a view to ensure the safe custody of official records.
- ix. It was resolved to finalize Mentor-Mentee List for the academic year 2020-21 by the respective Heads of Programme Departments.
- x. It was discussed to devise a proper mechanism to track student progressing to higher education and also students appearing and qualifying competitive examinations so as to facilitate easy availability of its information.
- xi. It was gently reminded to submit all the reports (if not submitted) pertaining to the activities held between June and December 2020 to the Documentation Committee without further delay for considering it in SSR as notified by NAAC for considering the academic data for the academic year 2019-20.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma
HC Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan
 IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003



Premalatha V.
Dr. Premalatha V.
 Principal & Chairman
Principal
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/56/2020-21

December 19, 2020

MEETING NOTICE

Dear Madam / Sir,

**Subject : Regarding the Meet of the IQAC Associate Members with
the Correspondent - December 2020.**

With reference to the subject cited above and as intended by the Correspondent, a meet of the IQAC Associate Members with the Correspondent will be convened on Tuesday, December 22, 2020 at 10:45 AM in the Office of IQAC. Kindly make it convenient to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,

Handwritten signature of Mrs. Dejamma A.
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Co-ordinator

**Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003
P. S. : Meeting Agenda**



Handwritten signature of Dr. Premalatha V.
Dr. Premalatha V.
Principal and Chairman
**Principal
Canara College
Mangaluru**

1. Read and confirm the minutes of last meeting held on December 01, 2020 and review the ATR.
2. Discuss and review the status of NAAC A & A work done as on date.
3. Any other matter with the permission of the Chair.

Copy to :

1. Sri Maroor Sudhir Pai, Correspondent, Canara College, Mangaluru.
2. Mrs. Sandhya B., Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Pushpalatha, Head, Criterion VI
8. Mrs. Aparna Kamath, Head, Criterion VII
9. Mrs. Vani U. S., Student Welfare Mentor
10. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
11. Mrs. Prathima V. Baliga, Web Administrator
12. Mrs. Radhika Bhat, Administrative Staff



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members with the Correspondent
Date of the Meeting	December 22, 2020
Time of the Meeting	10:45 AM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	ABSENT
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	<i>Dejamma</i>
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		#PChauhan
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I	For <i>IS</i> ABSENT
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Comp. Sc. & Appns.	Head, Criterion II	<i>JS</i>
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	<i>Seema</i>
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	<i>Lavina</i>
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	<i>Kalpana</i>
9.	Mrs. Pushpalatha Asst. Professor & Head, Dept. of Business Admn.	Head, Criterion VI	<i>Pushpalatha</i>
10.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	<i>Aparna</i> ABSENT for
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	<i>Vani</i>
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	<i>Sushma</i>
13.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Comp. Sc. & Appns.	Web Administrator	<i>Prathima</i>
14.	Mrs. Radhika Bhat Sec. Div. Clerk.	Administrative Staff	<i>Radhika</i>
Advisory Member (Special Invitee)			
15.	Mr. Maroor Sudhir Pai Correspondent, Canara College, Mangaluru.	Management Nominee	<i>Mr. Pai</i>

HP Chauhan
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Pushpalatha
Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/57/2020-21

December 23, 2020

Minutes of the Meet of IQAC with the Correspondent, December 2020

Date : Tuesday, December 22, 2020

Time : 10:45 AM

Venue : Office of the IQAC

A meet of the Associate members of Internal Quality Assurance Cell (IQAC) with the Correspondent was convened on Tuesday, December 22, 2020 at 10:45 AM in the Office of IQAC. The Correspondent Mr. Maroor Sudhir Pai chaired the meeting. Officiating Principal and IQAC & NAAC Coordinator Mrs. Dejjamma A., was also present for the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on December 01, 2020 and review the ATR.
2. Discuss and review the status of NAAC A & A work done as on date.
3. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Mr. Maroor Sudhir Pai, Correspondent, Member, Management Nominee
2. Mrs. Dejjamma A., Officiating Principal and IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Jayabharathi K. P., Head, Criterion II
5. Mrs. Seema Prabhu S., Head, Criterion III
6. Mrs. Lavina S. Noronha, Head, Criterion IV
7. Dr. Kalpana Prabhu J., Head, Criterion V
8. Mrs. Pushpalatha, Head, Criterion VI
9. Mrs. Sushma R. Shetty, Staff Welfare Secretary
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff
12. Mrs. Thara Kumari, Member, Criterion I
13. Ms. Megha Kamat, Member, Criterion VII

Absentees for the Meet :

1. Dr. Premalatha V., Principal and Chairman, (OOD)
2. Mrs. Sandhya B., Head, Criterion I, (OOD)
3. Mrs. Aparna Kamath, Head, Criterion VII

Proceedings of the Meet :

At the outset, the Officiating Principal and IQAC & NAAC Steering Coordinator Mrs. Dejjamma A., welcomed the Correspondent and all the members. In her address, she also shared the purpose of the meeting. The business of the meeting then started by taking each agenda for consideration.

1. Read and confirm the minutes of last meeting held on October 06, 2020 and review the ATR:
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Tuesday, December 01, 2020. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.

2. Discuss and review the status of NAAC A & A work done as on date :

IQAC and NAAC Steering Coordinator Mr. Hardik P. Chauhan gave the updates on the preparations and follow-up status of NAAC A & A work done as on date. Further, he also gave an overview of the Revised Accreditation Framework (RAF) under the new methodology of NAAC A & A and the expected timeline of the Institution to apply for its upcoming IV Cycle of A & A process before March 2021. This is to ensure the continuity of the validity of our existing accreditation.

- Correspondent Mr. Maroor Sudhir Pai upon reviewing the status of work done pertaining to NAAC SSR, learned that there is further more need of gearing-up with the said work and consider it as “High Priority”.
- He threw light upon the possible implications on the HEIs under the NEP. Furthermore, he also expressed the plans of the Institution to go for Autonomy Status. Considering all this strategic issues, he highlighted the need and importance of accreditation for the institution.
- Therefore, considering the quantum of work that needs to be followed-up within the timeline, he urged all the staff members to gear-up with priority, devote quality time and also coordinate for its timely completion.
- He further directed to have collective and inclusive approach and working in smaller groups.
- Due to the paucity of time and at the need and call of the Institution, he urged the members to complete the said work at the earliest by forgoing Christmas Vacations and sparing some exclusive time as directed by the Principal. Further, the follow-up status and progress of the work shall be reviewed in the next meeting. All the members collectively agreed and assured to complete the work by the first week of January.

3. Any other matter with the permission of the Chair :

The following other matters were discussed :

- i. Correspondent was updated about the calendar of events as per the revised Academic Calendar 2020-21 (UG) notified by the University.
- ii. In pursuant to the revised academic calendar of the University, it was resolved to commence the Practical classes in smaller batches from January onwards by following the Guidelines and SOP of COVID-19.
- iii. Correspondent reviewed the progress and effectiveness of virtual classes and directed to have live Google meet sessions wherever possible.
- iv. Updates were also given on the conduct of First Internal Assessment Examination through online mode.

Correspondent Mr. Maroor Sudhir Pai in his concluding remarks assured total support from the Management and also said that the proposals for various requirements submitted by the college have been duly sanctioned and its work is in due progress. He called upon everyone to serve in the best interest of the Institution and for the betterment of CANARA.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

HC Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Dejamma
Mrs. Dejamma A.
Officiating Principal
Principal
Canara College
Mangaluru

Glimpse of the Meeting



Copy to : (For kind information and perusal)

1. Dr. Premalatha V., Principal and Chairman
2. Mr. Maroor Sudhir Pai, Correspondent, Canara College, Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/50/2020-21

November 25, 2020

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – November 2020.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Friday, November 27, 2020 at 2:00 PM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you.

With regards,

HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators
Co-ordinator

Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003
P. S. : Meeting Agenda



P. Lakshmi
Dr. Premalatha V.
Principal and Chairman
Principal
Canara College
Mangaluru

1. Read and confirm the minutes of last meeting held on October 06, 2020 and review the ATR.
2. Plan and execution of skill enhancement activities by CC / EC Associations.
3. Plan and offer Add-on / Certificate Courses for the AY 2020-21.
4. Plan for the conduct of Internal Assessment Examination (IAE) for UG Programmes.
5. Plan for the conduct of class-wise virtual Parent-Teachers' Meet.
6. Review the progress of preparation of SSR and its further follow-up.
7. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
10. Mrs. Prathima V. Baliga, Web Administrator
11. Mrs. Radhika Bhat, Administrative Staff



Canara IQAC <canaraiqac@gmail.com>

Notice of Monthly Meet of IQAC - Nov. 2020

2 messages

Canara IQAC <canaraiqac@gmail.com>

Thu, Nov 26, 2020 at 4:27 PM

To: premalathavpai@yahoo.co.in

Bcc: Dejamma A <dejamma@gmail.com>, hardikchauhan091@gmail.com, Sandhya Bolor
 <sandhya.bolor@gmail.com>, "jayabharathi k.p." <kpjaibhsharma@gmail.com>, seemadath@canaracollege.org, Lavina
 Noronha <lavisuninoronha@gmail.com>, Kalpana Bhat <kalpavraksha66@gmail.com>, Pushpalatha K
 <pushpalatha67k@gmail.com>, Aparna Kamath <aparnakamath1@gmail.com>, vanipurushotham67@gmail.com,
 Sushma Rithesh <sushmarithesh@gmail.com>, Prathima Baliga <prathimavbaliga@gmail.com>, mbhat0930@gmail.com

Ref. No. : CNR/IQAC/50/2020-21

Dear Madam,

Herewith find the attached Notice of the Monthly Meet of the IQAC - November 2020. If in case of your absence to the meet, kindly depute a representative from your criteria for the same.

Thank you.

With regards,

Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Dr. Premalatha V.

Principal & Chairman



Co-ordinator
 Internal Quality Assurance Cell
 CANARA COLLEGE
 Mangalore - 575 003

Notice of Monthly IQAC Meet - Nov. 2020.PDF
 111K

Canara IQAC <canaraiqac@gmail.com>

Fri, Nov 27, 2020 at 12:06 PM

To: premalathavpai@yahoo.co.in

Bcc: "bcc: Dejamma A" <dejamma@gmail.com>, hardikchauhan091@gmail.com, Sandhya Bolor
 <sandhya.bolor@gmail.com>, "jayabharathi k.p." <kpjaibhsharma@gmail.com>, seemadath@canaracollege.org, Lavina
 Noronha <lavisuninoronha@gmail.com>, Kalpana Bhat <kalpavraksha66@gmail.com>, Pushpalatha K
 <pushpalatha67k@gmail.com>, Aparna Kamath <aparnakamath1@gmail.com>, vanipurushotham67@gmail.com,
 Sushma Rithesh <sushmarithesh@gmail.com>, Prathima Baliga <prathimavbaliga@gmail.com>, mbhat0930@gmail.com

Dear Madam,

Subject : Postponement of the Monthly IQAC Meet , Nov. 2020 - Reg.
Reference : Our Notice vide CNR/IQAC/50/2020-21 dated 25/11/2020.

Kindy note that the IQAC Meet scheduled today i.e., November 27, 2020 has been postponed to a further date on Tuesday, December 01, 2020 at 2:00 PM in the Office of IQAC.

Thank you.

With regards,

Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Dr. Premalatha V.

Principal & Chairman



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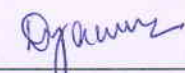





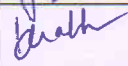

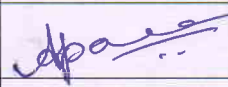



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	December 01, 2020
Time of the Meeting	2:00 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Asst. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	ABSENT 
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	
10.	Mrs. Aparna Kamath. Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	ABSENT
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	

HP Chauhan
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Premalatha V.
Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/51/2020-21

December 02, 2020

Minutes of the Monthly Meet of IQAC, December 2020

Date : Tuesday, December 01, 2020

Time : 2:00 PM

Venue : Office of the IQAC

A monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Tuesday, December 01, 2020 at 2:00 PM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on October 06, 2020 and review the ATR.
2. Plan and execution of skill enhancement activities by CC / EC Associations.
3. Plan and offer Add-on / Certificate Courses for the AY 2020-21.
4. Plan for the conduct of Internal Assessment Examination (IAE) for UG Programmes.
5. Plan for the conduct of class-wise virtual Parent-Teachers' Meet.
6. Review the progress of preparation of SSR and its further follow-up.
7. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Lavina S. Noronha, Head, Criterion IV
7. Dr. Kalpana Prabhu J., Head, Criterion V
8. Mrs. Pushpalatha, Head, Criterion VI
9. Mrs. Aparna Kamath, Head, Criterion VII
10. Mrs. Sushma R. Shetty, Staff Welfare Secretary
11. Mrs. Prathima V. Baliga, Web Administrator
12. Mrs. Radhika Bhat, Administrative Staff
13. Mrs. Babitha S., Member, Criterion III

Absentees for the Meet :

1. Mrs. Seema Prabhu S., Head, Criterion III (OOD)
2. Mrs. Vani U. S., Student Welfare Mentor

Proceedings of the Meet :

At the outset, IQAC Coordinator Mrs. Dejjamma A., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. **Read and confirm the minutes of last meeting held on October 06, 2020 and review the ATR:**
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Tuesday, October 06, 2020. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.
2. **Plan and execution of skill enhancement activities by CC / EC Associations :**
Principal Dr. Premalatha V., called upon the members for the need of drawing appropriate plans to undertake skill enhancement activities by CC / EC Associations. Hence, it was collectively resolved that all the Conveners of EC / CC Associations shall plan and conduct appropriate skill enhancement activities related to their Associations. Further, considering the prevalent situation, the said activities shall be conducted through virtual mode. This will also facilitate in having a proper basis for the semester-end evaluation of the students for EC / CC Activities. Necessary directives in this regard shall be notified by the IQAC.
3. **Plan and offer Add-on / Certificate Courses for the AY 2020-21 :**
Principal Dr. Premalatha V., expressed the need for taking special interest to plan and offer some Short Term Courses by various Departments / Associations. Hence, it was collectively resolved that the Departments and EC / CC Associations concerned wherever possible shall plan to offer at least some Short Term Courses (duration 30 Hours and above) to the students through virtual mode. Further, a proposal for the same in the prescribed format shall be forwarded to the IQAC at the earliest for its consideration.
4. **Plan for the conduct of Internal Assessment Examination (IAE) for UG Programmes :**
Having discussed on the matter, it was unanimously resolved to conduct the First Internal Assessment Examination (IAE) through online mode in descriptive form. A tentative date i.e., commencing from 14/12/2020 was suggested. Further, it was resolved to draw appropriate guidelines for the conduct of IAE and notify it to all the concerned.
5. **Plan for the conduct of class-wise virtual Parent-Teachers' Meet :**
With a view to update the parents on the status of academic related matters, conduct of IAE and also to seek their feedback and suggestions, it was resolved to convene class-wise virtual Parent Teachers Meet of all the years i.e., First, Second and Final year students. The same shall be planned and convened by the respective Academic Class Mentors as per the directions of the respective Heads of Programme Departments. However, it was suggested to schedule the timings of the meet considering the convenience of the parents. An official intimation through SMS from the college shall be sent in advance to the parents in this regard. The meet shall be convened latest by December 10, 2020.
6. **Review the progress of preparation of SSR and its further follow-up :**
On reviewing the progress of the preparation of SSR, Principal Dr. Premalatha V., urged the Criterion Heads to gear-up with preparations and consider its timely follow-up at its priority. Metric-wise verification of the data must be done along with the IQAC and finalize the same. As informed earlier, afternoons must be strictly devoted for NAAC work so as to complete the task as per the timelines.
7. **Any other matter with the permission of the Chair :**
The following other matters were discussed :

- i. Based on the suggestions of the members, it was resolved to convene a meeting of the IQAC with the Administrative staff and acquaint them to gear-up with the preparations for NAAC A & A.
- ii. Clarifications raised by the members on SSR related aspects were addressed by the IQAC Coordinators.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma
HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Premalatha V.

Dr. Premalatha V.

Principal & Chairman

Principal

Canara College

Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

October 03, 2020

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – October 2020.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Tuesday, October 06, 2020 at 2:30 PM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you!

With Regards,

HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Paulatha V.

Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

P. S. : Meeting Agenda

1. Read and confirm the minutes of last meeting held on August 08, 2020 and review the ATR.
2. Status of the submission of AQAR 2015-16.
3. Plan and resume to follow-up with the preparation of SSR.
4. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Sandhya B., Head, Criterion I
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana J. Prabhu, Head, Criterion V
6. Mrs. Pushpalatha, Head, Criterion VI
7. Mrs. Aparna Kamath, Head, Criterion VII
8. Mrs. Vani U. S., Student Welfare Mentor
9. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
10. Mrs. Prathima V. Baliga, Web Administrator
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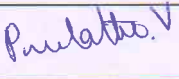
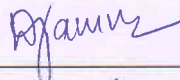
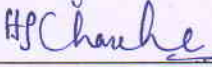


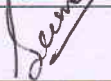

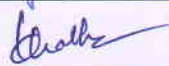


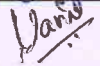
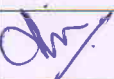


Web : www.canaracollege.com

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	October 06, 2020
Time of the Meeting	2:30 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	
2.	Mrs. Dejamma A. Asst. Professor & Head, Dept. of Commerce	IQAC & NAAC Steering Coordinators	
3.	Mr. Hardik P. Chauhan Lecturer, Dept. of Business Administration		
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Asst. Professor & Head, Dept. of Chemistry	Head, Criterion I	
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	
9.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	
10.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Staff Welfare Secretary	
13.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	

HP Chauhan
Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators



Premalatha V.
Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of the Monthly Meet of IQAC, October 2020

Date : Tuesday, October 06, 2020

Time : 2:30 PM

Venue : Office of the IQAC

A monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Tuesday, October 06, 2020 at 2:30 PM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on August 08, 2020 and review the ATR.
2. Status of the submission of AQAR 2015-16.
3. Plan and resume to follow-up with the preparation of SSR.
4. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC & NAAC Steering Coordinator
3. Mr. Hardik P. Chauhan, IQAC & NAAC Steering Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Aparna Kamath, Head, Criterion VII
11. Mrs. Vani U. S., Student Welfare Mentor
12. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
13. Mrs. Prathima V. Baliga, Web Administrator
14. Mrs. Radhika Bhat, Administrative Staff

Absentees for the Meet :

---Nil---

Proceedings of the Meet :

At the outset, IQAC Coordinator Mrs. Dejjamma A., welcomed all the members. The business of the meeting then started by taking each agenda for consideration.

1. **Read and confirm the minutes of last meeting held on August 08, 2020 and review the ATR :**
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Saturday, August 08, 2020. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.

2. Status of the submission of AQAR 2015-16 :

IQAC Coordinator Mr. Hardik P. Chauhan while updating the members about the status of online submission of AQAR 2015-16 informed that the task is in the final stage of completion. However, in the next two-three days it will be submitted.

3. Plan and resume to follow-up with the preparation of SSR :

Principal Dr. Premalatha V., expressed the genuine need to resume the preparations of upcoming NAAC A & A despite the challenges and constraints. Further, she called upon the Criterion Heads to earnestly gear-up with the preparations for SSR and continuously follow-up with the timelines. This will enable the institution to timely go for the A & A process. To facilitate the same, it was resolved to complete the online classes in the forenoon and afternoon shall be exclusively devoted for undertaking the NAAC work. The Criterion-wise team shall collectively work in groups and the Criterion Heads shall update the progress of the work from time-to-time.

4. Any other matter with the permission of the Chair :

The following other matters were discussed :

- The Principal updated the members about the approval of Institutional G-Suite. Further, she informed that Mrs. Prathima V. Baliga and Mrs. Seema Prabhu S., will be creating G-Suite e-mail IDs for all the departments and individuals. Henceforth, the live classes shall be done through the same and self-upload of lecture videos also to be done through the Departmental e-mail IDs. Further guidelines for the same will be prepared and released very soon.
- Several queries were raised by the members pertaining to the SSR and its related aspects. The same were discussed and clarified by the IQAC Coordinators.

Assuring the best, the meet concluded with a vote of thanks to the Chair.

Dejamma
HP Chauhan
Mrs. Dejamma A.

Mr. Hardik P. Chauhan
IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003



Prulatto.V
Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/29/2020-21

August 04, 2020

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – August 2020.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Saturday, August 08, 2020 at 9:30 AM in the Office of IQAC. You are required to attend the same. Agenda for the meet is herewith stated below.

Thank you!

With Regards,

H. Chauhan

Mr. Hardik P. Chauhan

**IQAC Coordinator
Co-ordinator**

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003

P. S.: Meeting Agenda



Premalatha V.

Dr. Premalatha V.

Principal and Chairman

Principal

Canara College

Mangaluru

1. Read and confirm the minutes of last meeting held on June 24, 2020 and review the ATR.
2. Confirm the nomination of IQAC Coordinator and recomposition of the Cell for the AY 2020-21.
3. Ratify the academic and administrative responsibilities of the staff for the AY 2020-21.
4. Chalk out plans for initiating quality enhancement initiatives.
5. Chalk out plans for offering Add-on / Certificate Courses for the AY 2020-21.
6. Gear-up with the preparation and finalization of AQAR 2015-16.
7. Follow-up with the commencement of draft SSR.
8. Status of the follow-up work and draw timelines to complete the same.
9. Discuss on the commencement and coordination of virtual classes.
10. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Dejjamma A., NAAC Steering Coordinator
2. Mrs. Sandhya B., Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana J. Prabhu, Head, Criterion V
7. Mrs. Pushpalatha, Head, Criterion VI
8. Mrs. Aparna Kamath, Head, Criterion VII
9. Mrs. Vani U. S., Student Welfare Mentor

P.T.O.

10. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
11. Mrs. Prathima V. Baliga, Web Administrator
12. Mrs. Radhika Bhat, Administrative Staff

Principal
Canara College
Mangalore



Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangalore - 575 003



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	August 08, 2020
Time of the Meeting	9:30 AM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. Premalatha V. Principal	Chairman	<i>Premalatha V.</i>
2.	Mr. Hardik P. Chauhan Asst. Professor, Dept. of Business Administration	IQAC Coordinator	<i>H P Chauhan</i>
3.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	NAAC Steering Coordinator	<i>Dejjamma A.</i>
Associate Members (Criterion-wise & Administrative Representatives)			
4.	Mrs. Sandhya B. Asst. Professor & Head, Dept. of Chemistry	Head, Criterion I	<i>Sandhya B.</i>
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	<i>Jayabharathi K. P.</i>
6.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	<i>Seema Prabhu S.</i>
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	<i>Lavina S. Noronha</i>
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	<i>Kalpana J. Prabhu</i>
9.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	<i>Pushpalatha</i>
10.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	<i>Aparna Kamath</i>
11.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	ABSENT
12.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Secretary Staff Welfare Association	<i>Sushma R. Shetty</i>
13.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	<i>Prathima V. Baliga</i>
14.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	<i>Radhika Bhat</i>

Mr. Hardik P. Chauhan
IQAC Coordinator



Dr. Premalatha V.
Principal & Chairman



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/30/2020-21

August 08, 2020

Minutes of the Monthly Meet of IQAC, August 2020

Date : Saturday, August 08, 2020

Time : 9:30 AM

Venue : Office of the IQAC

A monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) was convened on Saturday, August 08, 2020 at 9:30 AM in the Office of IQAC. The Principal and Chairman Dr. Premalatha V., chaired the meeting.

Agenda of the Meeting :

1. Read and confirm the minutes of last meeting held on June 24, 2020 and review the ATR.
2. Confirm the nomination of IQAC Coordinator and recomposition of the Cell for the AY 2020-21.
3. Ratify the academic and administrative responsibilities of the staff for the AY 2020-21.
4. Chalk out plans for initiating quality enhancement initiatives.
5. Chalk out plans for offering Add-on / Certificate Courses for the AY 2020-21.
6. Gear-up with the preparation and finalization of AQAR 2015-16.
7. Follow-up with the commencement of draft SSR.
8. Status of the follow-up work and draw timelines to complete the same.
9. Discuss on the commencement and coordination of virtual classes.
10. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. Premalatha V., Principal and Chairman
2. Mrs. Dejjamma A., IQAC Coordinator
3. Mr. Hardik P. Chauhan, IQAC Coordinator
4. Mrs. Sandhya B., Head, Criterion I
5. Mrs. Jayabharathi K. P., Head, Criterion II
6. Mrs. Seema Prabhu S., Head, Criterion III
7. Mrs. Lavina S. Noronha, Head, Criterion IV
8. Dr. Kalpana Prabhu J., Head, Criterion V
9. Mrs. Pushpalatha, Head, Criterion VI
10. Mrs. Aparna Kamath, Head, Criterion VII
11. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
12. Mrs. Prathima V. Baliga, Web Administrator
13. Mrs. Radhika Bhat, Administrative Staff

Absentees for the Meet :

1. Mrs. Vani U. S., Student Welfare Mentor

Proceedings of the Meet :

At the outset, IQAC Coordinator Mr. Hardik P. Chauhan welcomed all the members. A minute of

silence was observed to express deep condolences to the departed souls of the victims of tragic plane crash that took place at Kozhikode on August 07, 2020 and also to pay homage to Mr. Prashanth B., who was serving as Physical Education Teacher in the sister institution at Canara High School (CBSE).

The business of the meeting then started, by taking each agenda for consideration.

- 1. Read and confirm the minutes of last meeting held on June 24, 2020 and review the ATR :**
IQAC Coordinator Mr. Hardik P. Chauhan read the minutes of last meeting held on Wednesday, June 24, 2020. The same were confirmed and ratified by the members. Action Taken for the same was also shared with the members.
- 2. Confirm the nomination of IQAC Coordinator and recomposition of the Cell for the AY 2020-21 :**
As Dr. Premalatha V., assumed the charge of the Office of the Principal to that effect Mrs. Dejjamma A., Head, Dept. of Commerce and NAAC Steering Coordinator has been nominated as the IQAC Coordinator along with the continuing Coordinator Mr. Hardik P. Chauhan. Further, it was resolved that IQAC Coordinators will also coordinate as NAAC Steering Coordinators too. It was also resolved to have the participation of the immediate Former Principal Dr. K. V. Malini as one of the Advisory Member to IQAC. The same was confirmed by the members. The revised composition of the IQAC for the AY 2020-21 was ratified by the members.
- 3. Ratify the academic and administrative responsibilities of the staff for the AY 2020-21 :**
Principal Dr. Premalatha V., read the proposed list of academic and administrative responsibilities assigned to the staff for the academic year 2020-21. Suggestions were received by the members in this regard. The same were considered and the list was ratified.
- 4. Chalk out plans for initiating quality enhancement initiatives :**
The members were called upon to chalk out action plans for initiating quality enhancement initiatives. Also referring to the IQAC circular issued vide CNR/IQAC/27/2020-21 dated July 09, 2020 the members were asked to initiate appropriate plans for the same.
- 5. Chalk out plans for offering Add-on / Certificate Courses for the AY 2020-21 :**
Principal Dr. Premalatha V., called upon the members to chalk out appropriate plans for offering Add-on / Certificate Courses for the AY 2020-21. The members agreed for the same.
- 6. Gear-up with the preparation and finalization of AQAR 2015-16 :**
Principal Dr. Premalatha V., called upon the Criterion Heads to gear up with the preparation and finalization of the AQAR 2015-16 that is overdue for submission. A timeline was drawn for its submission and review and final online submission. The members agreed for the same.
- 7. Follow-up with the commencement of draft SSR :**
With the finalization and submission of AQAR 2015-16, Principal Dr. Premalatha V., directed the members to gear-up for the commencement of the preparation of draft SSR for the IV Cycle A & A. Further, she called upon the members to make the best use of the available time for preparing the same and follow it up as per the timeline drawn earlier.
- 8. Status of the follow-up work and draw timelines to complete the same :**
IQAC Coordinator Mr. Hardik P. Chauhan sought the updates from the Heads of Programme Departments on the status of the follow-up work that was assigned earlier. Further, it was resolved

to complete the same at the earliest.

9. Discuss on the commencement and coordination of virtual classes :

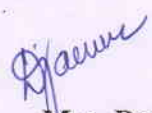
Mrs. Pushpanjali S., Coordinator of Virtual Class Coordination Committee updated the members about the follow-up status of commencing the recording of virtual lectures. Further, she placed before the members the guidelines framed for the smooth conduction of the same. She also gave clarifications for the queries raised by the members. The guidelines framed for the conduct of virtual classes were confirmed by the members. It was resolved to notify the same to all the staff members for their kind information and compliance. Principal Dr. Premalatha V., appreciated the team for the follow-up initiated and expected the smooth conduct of the same.

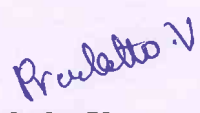
10. Any other matter with the permission of the Chair :

The following other matters were discussed :

- i. It was resolved to draw an updated guidelines in sync with the accreditation requirements.
- ii. It was resolved to update and make necessary modification in the Lecturer's Work Diary and Academic Class Mentor's Diary.
- iii. Directives were issued to chalk out plans for conducting virtual Institutional Orientation, Departmental Orientation and Bridge Course for the newly admitted first year students taking into consideration the academic calendar.
- iv. It was suggested and resolved that Departmental / Staff meetings must have plans for quality enhancement initiatives and its periodic review as one of the agenda for discussion.
- v. It was directed to inculcate a consistent system to strengthen quality in the system.
- vi. It was directed to ensure the relevancy and quality of any programmes that is organized. Further, it must contribute towards reflecting the core values of NAAC and ultimately accomplish the vision and mission of the Institution.

Assuring the best, the meet concluded with a vote of thanks to the Chair.


Mrs. Dejamma A.
Mr. Hardik P. Chauhan
IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
GANARA COLLEGE
Mangaluru - 575 003


Dr. Premalatha V.
Principal & Chairman
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/03/2020-21

01st June 2020

MEETING NOTICE

Dear Madam / Sir,

Subject : Regarding Monthly Meet of the IQAC Associate Members – June 2020.

With reference to the subject cited above, the monthly meet of the IQAC Associate Members will be convened on Monday, 08th June 2020, at 2:00 PM in the office of IQAC. You are required to attend the same.

Thank you!

With Regards,

malini

Dr. K. V. Malini

Principal and Chairman

Principal

**Canara College
Mangaluru**



Premalatha V. H. Chauhan

Dr. Premalatha V.

Mr. Hardik P. Chauhan

IOAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003

P. S. : Meeting Agenda

1. ATR of the IQAC for the Even Semester & year ended 2019-20.
2. Nomination of COVID-19 Nodal Officers in College.
3. Annual Theme of the IQAC for the academic year 2020-21.
4. Schedule and plan for the Advisory Meet of the IQAC 2020.
5. Plan and preparedness for AAA cum Mock Visit.
6. Criterion-wise follow-up status of SSR and inputs by the Criterion Heads.
7. Action plan to commence with draft SSR.
8. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Dejjamma A., NAAC Steering Coordinator
2. Mrs. Sandhya A., Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana J. Prabhu, Head, Criterion V
7. Mrs. Pushpalatha, Head, Criterion VI
8. Mrs. Aparna Kamath, Head, Criterion VII
9. Mrs. Vani U. S., Student Welfare Mentor
10. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
11. Mrs. Prathima V. Baliga, Web Administrator
12. Mrs. Radhika Bhat, Administrative Staff



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members
Date of the Meeting	08 th June 2020
Time of the Meeting	2:00 PM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
Core Members			
1.	Dr. K. V. Malini Principal	Chairman	<i>Malini</i>
2.	Dr. Premalatha V. Asst. Professor & Head, Dept. of Mathematics	Coordinators	<i>Premalatha V.</i>
3.	Mr. Hardik P. Chauhan Asst. Professor, Dept. of Business Administration		<i>HP Chauhan</i>
4.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	NAAC Steering Coordinator	<i>Dejjamma</i>
Associate Members (Criterion-wise & Administrative Representatives)			
5.	Mrs. Sandhya B. Asst. Professor & Head, Dept. of Chemistry	Head, Criterion I	<i>Sandhya</i>
6.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	<i>Jayabharathi</i>
7.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	<i>Seema</i>
8.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	<i>Lavina</i>
9.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	<i>Kalpana</i>
10.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	<i>Pushpalatha</i>
11.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	<i>Aparna</i>
12.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	<i>Vani</i>
13.	Mrs. Sushma R. Shetty Asst. Professor & Dept. of Commerce	Secretary Staff Welfare Association	<i>Sushma</i>
14.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	<i>Prathima</i>
15.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	<i>Radhika</i>

HP Chauhan
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003



Malini
Principal
Canara College
Mangaluru



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/13/2020-21

June 09, 2020

Minutes of the Monthly Meet of IQAC, June 2020

Date : Monday, June 08, 2020

Time : 2:00 PM

Venue : Office of the IQAC

A very first monthly meet of the Associate members of Internal Quality Assurance Cell (IQAC) for the academic year 2020-21 was convened on Monday, June 08, 2020 at 2:00 PM in the Office of IQAC. The Principal and Chairman of the IQAC, Dr. K. V. Malini chaired the meeting.

Agenda of the Meeting :

1. ATR of the IQAC for the Even Semester & year ended 2019-20.
2. Nomination of COVID-19 Nodal Officers in the College.
3. Annual Theme of the IQAC for the academic year 2020-21.
4. Schedule and plan for the Advisory Meet of the IQAC 2020.
5. Plan and preparedness for AAA cum Mock Visit.
6. Criterion-wise follow-up status of SSR and inputs by the Criterion Heads.
7. Action plan to commence with draft SSR.
8. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. K. V. Malini, Principal and Chairman
2. Dr. Premalatha V., IQAC Coordinator
3. Mr. Hardik P. Chauhan, IQAC Coordinator
4. Mrs. Dejjamma A., NAAC Steering Coordinator
5. Mrs. Sandhya A., Head, Criterion I
6. Mrs. Jayabharathi K. P., Head, Criterion II
7. Mrs. Seema Prabhu S., Head, Criterion III
8. Mrs. Lavina S. Noronha, Head, Criterion IV
9. Dr. Kalpana J. Prabhu, Head, Criterion V
10. Mrs. Pushpalatha, Head, Criterion VI
11. Mrs. Aparna Kamath, Head, Criterion VII
12. Mrs. Vani U. S., Student Welfare Mentor
13. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
14. Mrs. Prathima V. Baliga, Web Administrator
15. Mrs. Radhika Bhat, Administrative Staff

Absentees for the Meet :

---Nil---

Proceedings of the Meet :

At the outset, IQAC Coordinator Mr. Hardik P. Chauhan extended the season's greetings for the new

academic year and welcomed all. A special welcome was accorded to the newly nominated members Mrs. Vani U. S., Student Welfare Mentor and Mrs. Sushma R. Shetty, Secretary of Staff Welfare Association. He also acknowledged the association of preceding Staff Welfare Secretary Dr. Ganesh Shetty U., for his involvement as the member of IQAC during the previous year.

Thereafter, the minutes of the last meeting held on Monday, 11th May 2020 was read out. The same were confirmed by the members. Action Taken for the same was also shared with the members. The business of the meeting then started, by taking each agenda for consideration.

1. ATR of the IQAC for the Even Semester & year ended 2019-20 :

IQAC Coordinator Mr. Hardik P. Chauhan updated the members with the Action Taken Report (ATR) for the even semester and year ended 2019-20. The report highlighted the quality initiatives initiated and accomplishments made during the year reflecting our plans and actual outcomes. The same were confirmed and ratified by the members.

2. Nomination of COVID-19 Nodal Officers in the College :

In response and compliance to the circular received from Indian Red Cross Society, Dakshina Kannada District Branch, Mangaluru, the members were updated that the Programme Officers of Youth Red Cross – Mrs. Smitha M. and Mrs. Roopashri K. P., have been nominated as the COVID-19 Nodal Officers in the College. The corresponding details of the same have been communicated to the University.

3. Annual Theme of the IQAC for the academic year 2020-21 :

Principal Dr. K. V. Malini shared with the members “Together we can and we will” as the proposed theme of the IQAC for the academic year 2020-21. Further, she urged the members that let us all make our best efforts to reflect the true spirit of the proposed theme in all our ensuing endeavors through collaborating and synergistic experiences. The members appreciated the relevancy of the theme and confirmed the same.

4. Schedule and plan for the Advisory Meet of the IQAC 2020 :

Considering the prevalent situation, Principal Dr. K. V. Malini updated the members that once the situation resumes, the Advisory Meet of the IQAC will be scheduled accordingly.

5. Plan and preparedness for AAA cum Mock Visit :

As Dry-Run and AAA process have been the integral part of our quality sustenance and improvement mechanism, it is very timely for us to plan and prepare ourselves to undergo the same. In this regard, Principal Dr. K. V. Malini sought the suggestions from the members for its plan, preparations and schedule. Further, IQAC Coordinator Mr. Hardik P. Chauhan expressed the need for having it. After discussions and suggestions on it, it was resolved that the AAA cum Mock Visit to be scheduled during the third-fourth week of July 2020 considering the convenience and other related matters. However, the Departments and all the others concerned shall prepare themselves seriously.

6. Criterion-wise follow-up status of SSR and inputs by the Criterion Heads :

On seeking the updates from the Criterion Heads, they shared follow-up status of SSR. Also a number of queries and discussions were evolved. It was learned that no much concrete follow-up with regard to SSR has been done.

7. Action plan to commence with draft SSR :

Considering the follow-up status of SSR work, it is necessary to draw an action plan to carry out the SSR work at a full-fledged level. Hence, it was suggested that once the task of AQAR 2019-20 is completed, then all the criterion shall devote their focus to draft SSR. IQAC Coordinator Mr. Hardik P. Chauhan also shared important aspects to be considered in order to ensure systematic and organized collection of relevant inputs of the preceding assessment years. The queries raised by the members in this regard were also clarified. Further, it was suggested that as the work of draft SSR commences, it is very essential that the criterion-wise members work in a team, meet regularly, discuss, deliberate and brainstorm so that best inputs can be drawn.

8. Any other matter with the permission of the Chair :

The following other matters were discussed.

- i. IQAC Coordinator Mr. Hardik P. Chauhan updated the members about the latest notification of NAAC dated May 15, 2020 regarding revised draft of Annual Quality Assurance Report (AQAR) with data templates which the NAAC is planning to implement the same from the academic year 2020-21. This is in in consequent to the revision of the Manuals of SSR in January 2020.
- ii. A gentle reminder and discussion on the circular issued for forwarding the feedback on curriculum to the appropriate authorities as a means to comply with action taken for the stakeholders feedback collected and analyzed. It was resolved that wherever necessary, appropriate follow-up to do the needful may be done by the Departments.
- iii. The members were also reminded of considering the priority of the checklist of unaccomplished task or task due for completion.

On a concluding note, Principal Dr. K. V. Malini urged the members to make the best use of the available time in this prevalent situation and timely follow-up to the maximum as per the directives issued from time-to-time.

Assuring the best, the meet concluded with a vote of thanks.

HP Chauhan *Pruleto V*

Dr. Premalatha V.

Mr. Hardik P. Chauhan

IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

Mangaluru - 575 003



Malini

Dr. K. V. Malini

Principal & Chairman

Principal

Canara College

Mangaluru



CANARA COLLEGE

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/24/2020-21

23rd June 2020

MEETING NOTICE

Dear Madam / Sir,

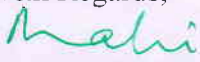
Subject : Regarding Meet of the IQAC Associate Members and Heads of the Departments

Reference : Telephonic clarifications obtained from NAAC, dated 23/06/2020.


With reference to the subject and reference cited above, a short notice meet of the IQAC Associate Members and Heads of the Departments is convened on Wednesday, 24th June 2020, at 10:00 AM in the office of IQAC. Kindly make it convenient to attend the same.

Thank you!

With Regards,


Dr. K. V. Malini
Principal
Principal
Canara College
Mangaluru




Dr. Premalatha V.
Mr. Hardik P. Chauhan
IQAC Coordinators
Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003

P. S. : Meeting Agenda

1. Important discussion on telephonic clarifications obtained from NAAC.
2. Need on gearing-up of our preparations in line of the same.
3. Any other matter with the permission of the Chair.

Copy to :

1. Mrs. Dejjamma A., Head, Dept. of Commerce & NAAC Steering Coordinator
2. Mrs. Sandhya A., Head, Dept. of Chemistry & Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Dept. of Computer Science & Applications & Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Dept. of Hindi & Head, Criterion V
7. Mrs. Pushpalatha, Head, Dept. of Business Administration & Head, Criterion VI
8. Mrs. Aparna Kamath, Head, Dept. of Post Graduate Commerce & Head, Criterion VII
9. Mrs. Vani U. S., Head, Dept. of Kannada & Student Welfare Mentor
10. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
11. Mrs. Prathima V. Baliga, Web Administrator
12. Mrs. Radhika Bhat, Administrative Staff
13. Dr. Asha Kiran Pakkala, Head, Dept. of Physics
14. Mrs. Madhushree, Head, Dept. of Botany

15. Mrs. Sushama C., Head, Dept. of Zoology
16. Dr. Ganesh Shetty U., Head, Dept. of Political Science
17. Dr. Prashanth, Head, Dept. of Economics
18. Dr. Bhuvana Ramachandran, Head, Dept. of English
19. Dr. Shantala Vishwasa, Head, Dept. of Sanskrit
20. Mr. Pramod Kumar P. S., Faculty, Dept. of English (Representation in absentia of the Head)



Principal
Canara College
Mangaluru

Co-ordinator
Internal Quality Assurance Cell
CANARA COLLEGE
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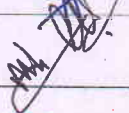

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2020-21

Record of Attendees of the Meet

Meeting Type	Meet of the IQAC Associate Members & HoDs
Date of the Meeting	24 th June 2020
Time of the Meeting	10:00 AM
Venue of the Meeting	Office of the IQAC

Sl. No.	Name of the Member	Designation	Signature
1.	Dr. K. V. Malini Principal	Chairman	<i>Malini</i>
2.	Dr. Premalatha V. Asst. Professor & Head, Dept. of Mathematics	Coordinators	<i>Premalatha V.</i>
3.	Mr. Hardik P. Chauhan Asst. Professor, Dept. of Business Administration		<i>Hardik P. Chauhan</i>
4.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	NAAC Steering Coordinator	<i>Dejjamma A.</i>
5.	Mrs. Sandhya B. Asst. Professor & Head, Dept. of Chemistry	Head, Criterion I	<i>Sandhya B.</i>
6.	Mrs. Jayabharathi K. P. Asst. Professor & Head Dept. of Computer Science & Applications	Head, Criterion II	<i>Jayabharathi K. P.</i>
7.	Mrs. Seema Prabhu S. Asst. Professor, Dept. of Commerce	Head, Criterion III	<i>Seema Prabhu S.</i>
8.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV	<i>Lavina S. Noronha</i>
9.	Dr. Kalpana Prabhu J. Asst. Professor & Head, Dept. of Hindi	Head, Criterion V	<i>Kalpana Prabhu J.</i>
10.	Mrs. Pushpalatha Asst. Professor & Head Dept. of Business Administration	Head, Criterion VI	<i>Pushpalatha</i> 24.06.2020
11.	Mrs. Aparna Kamath Asst. Professor & Head, Dept. of PG Commerce	Head, Criterion VII	<i>Aparna Kamath</i>
12.	Mrs. Vani U. S. Asst. Professor & Head, Dept. of Kannada	Student Welfare Mentor	<i>Vani U. S.</i>
13.	Mrs. Sushma R. Shetty Asst. Professor, Dept. of Commerce	Secretary Staff Welfare Association	<i>Sushma R. Shetty</i>
14.	Mrs. Prathima V. Baliga Asst. Professor Dept. of Computer Science & Applications	Web Administrator	ABSENT
15.	Mrs. Radhika Bhat Sec. Div. Clerk	Administrative Staff	<i>M. Radhika Bhat</i>
16.	Dr. Ganesh Shetty U. Asst. Professor & Head, Dept. of Political Science	Special Invitee	<i>Ganesh Shetty U.</i>

Sl. No.	Name of the Member	Designation	Signature
17.	Dr. Prashanth Asst. Professor & Head, Dept. of Economics	Special Invitee	
18.	Dr. Asha Kiran Pakkala Asst. Professor & Head, Dept. of Physics	Special Invitee	
19.	Mrs. Sushama C. Asst. Professor & Head, Dept. of Zoology	Special Invitee	
20.	Ms. Madhushree Asst. Professor & Head, Dept. of Botany	Special Invitee	
21.	Dr. Bhuvana Ramachandran Asst. Professor & Head, Dept. of English	Special Invitee	ABSENT
22.	Dr. Shantala Vishwasa Asst. Professor & Head, Dept. of Sanskrit	Special Invitee	
23.	Mr. Pramod Kumar P. S. Asst. Professor, Dept. of English	Representation in absentia of the Head of the Department	ABSENT



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/25/2020-21

June 25, 2020

Minutes of the Meet of IQAC and Heads of the Departments, June 2020

Date : Wednesday, June 24, 2020

Time : 10:00 AM

Venue : Office of the IQAC

A Meet of the IQAC and Heads of the Departments was convened on Wednesday, June 24, 2020 at 10:00 AM in the Office of IQAC. Principal and Chairman Dr. K. V. Malini chaired the meeting.

Agenda of the Meeting :

1. Important discussion on telephonic clarifications obtained from NAAC.
2. Need for gearing-up of our preparations in line with the same.
3. Any other matter with the permission of the Chair.

Attendees of the Meet :

The following members were present for the meet :

1. Dr. K. V. Malini, Principal and Chairman
2. Dr. Premalatha V., IQAC Coordinator & Head, Dept. of Mathematics
3. Mr. Hardik P. Chauhan, IQAC Coordinator
4. Mrs. Dejjamma A., NAAC Steering Coordinator & Head, Dept. of Commerce
5. Mrs. Sandhya B., Head, Criterion I & Head, Dept. of Chemistry
6. Mrs. Jayabharathi K. P., Head, Criterion II & Head, Dept. of Computer Science & Applications
7. Mrs. Seema Prabhu S., Head, Criterion III
8. Mrs. Lavina S. Noronha, Head, Criterion IV
9. Dr. Kalpana Prabhu J., Head, Criterion V & Head, Dept. of Hindi
10. Mrs. Pushpalatha, Head, Criterion VI & Head, Dept. of Business Administration
11. Mrs. Aparna Kamath, Head, Criterion VII & Head, Dept. of Post Graduate Commerce
12. Mrs. Vani U. S., Student Welfare Mentor & Head, Dept. of Kannada
13. Mrs. Sushma R. Shetty, Secretary, Staff Welfare Association
14. Mrs. Radhika Bhat, Administrative Staff
15. Dr. Ganesh Shetty U., Head, Dept. of Political Science
16. Dr. Prashanth, Head, Dept. of Economics
17. Dr. Asha Kiran Pakkala, Head, Dept. of Physics
18. Ms. Madhushree, Head, Dept. of Botany
19. Mrs. Sushama C., Head, Dept. of Zoology
20. Dr. Shantala Vishwasa, Head, Dept. of Sanskrit

Absentees for the Meet :

1. Mrs. Prathima V. Baliga, Web Administrator
2. Dr. Bhuvana Ramachandran, Head, Dept. of English
3. Mr. Pramod Kumar P. S., Faculty, Dept. of English

Proceedings of the Meet :

IQAC Coordinator Mr. Hardik P. Chauhan welcoming the members expressed the need to call upon the said meet at a short notice.

1. Important discussion on telephonic clarifications obtained from NAAC :

IQAC Coordinator Mr. Hardik P. Chauhan apprised the members about important discussions and telephonic clarifications that were obtained from NAAC. In this regard the members were updated about the assessment years for the upcoming IV Cycle of A & A based on the validity period. This resulted the inclusion of the academic year 2015-16 i.e., 2015-16 to 2019-20 five completed previous years. Moreover, the members were also updated about other clarifications that were sought in connection with the queries.

2. Need for gearing-up of our preparations in line with the same :

Principal Dr. K. V. Malini expressed the earnest concern and need for gearing-up of our preparations in tune with the above stated lines. Further, due to some sort of confusion and ambiguity, the AQAR for the academic year 2015-16 has not been submitted to NAAC as it was that year in which the college was expecting its III Cycle Peer Team Visit. Hence, the same is overdue on our part which needs to be worked upon at priority and submitted to NAAC through online in the new format at the very earliest. However, in all the subsequent years the college has timely submitted its AQAR. Moreover, she apprised the members that submission of 4 AQARs is one among eligibility criteria to apply for IIQA. She directed all the Criterion Heads to follow-up with the same.

3. Any other matter with the permission of the Chair :

The following other matters were discussed :

- i. Principal Dr. K. V. Malini informed about the circular received from the University to forward the stakeholders feedback on the conduct of pending Semester-end examinations, reopening and commencement of the new academic year. Hence, to obtain the feedback, the same has been communicated to the stakeholder's representative i.e., Students' Council, Alumni Association, Parent Teachers Association and Management. The Feedback was also obtained from the members present in the meet. Further, on receiving the feedback from all the concerned, it will be consolidated and forwarded to the University by June 30, 2020.
- ii. It was resolved to share the reports of the said academic year 2015-16 through the Documentation Committee so as to facilitate smooth collection of inputs for AQAR.

On a concluding note, Principal Dr. K. V. Malini called upon the members to make the best use of the available time and extend cooperation in timely accomplishing the task.

Assuring the best, the meet concluded with a vote of thanks.

Dr. Premalatha V.
Dr. Premalatha V.

Mr. Hardik P. Chauhan

**IQAC Coordinators
Co-ordinator**

**Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003**



Dr. K. V. Malini
Dr. K. V. Malini

Principal & Chairman

**Principal
Canara College
Mangaluru**