



CANARA COLLEGE

Managed by Canara High School Association, Mangaluru

Re-accredited by NAAC with 3.21 CGPA at 'A' Grade (Cycle IV - 2022)

Recognized under Section 2(f) and 12(B) of U.G.C. Act. 1956 & Affiliated to Mangalore University

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

E-mail: cncollege@yahoo.co.in

Ph. No: 0824 - 2492366

Web: www.canaracollege.com



INTERNAL QUALITY ASSURANCE CELL (IQAC)

August 08, 2024

Ref No: CNR/IQAC/01/2024-25

MEETING NOTICE

Dear Madam/Sir,

Subject: Meeting of IQAC with Teaching Staff, August 2024- Reg.

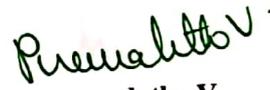
A meeting of the IQAC with Teaching Staff (UG & PG) including Librarian will be convened on Monday, August 12, 2024 at 3.15 PM in the Seminar Hall. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinator
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003
P.S.: Meeting Agenda




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

1. Read and confirm the minutes of last meeting held on June 07, 2024.
2. Confirming the academic and administrative responsibilities of the staff for the AY 2024-25.
3. Preparation of Result Analysis of 2023-24 (Program wise, Semester wise and Course wise).
4. Plan and Schedule of Department wise Orientation and Library Orientation for the First
5. year students
6. Plan and schedule date for selection of class representatives and council members for the
7. AY 2024-25.
8. Plan and Schedule of Parent Teachers' Meeting of First Year Classes.
9. Submission of Plan of Action by H.O.D's and Conveners of the Associations/ Cells
10. Proposals for Add-on/Certificate courses for the AY 2024-25.
11. Any other matters with the permission of the Chair.

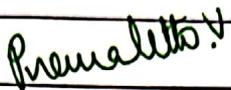
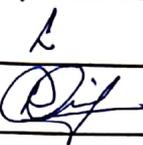
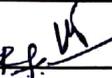
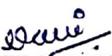
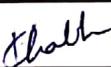
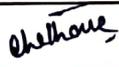
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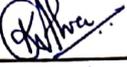
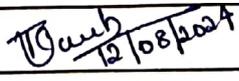
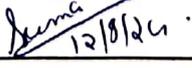
1. All the Staff Members
2. Mrs. Shruthi G, Librarian

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.
3. Dr. Deepti Nayak, Administrator

Attendees of the Meeting held on 12/8/24

Sl.No.	Name	Signature
	<u>PRINCIPAL</u>	
1	Dr Premalatha V	
	<u>ADMINISTRATOR</u>	
2	Dr Deepthi Nayak	
	<u>ENGLISH</u>	
3	Mrs Rithika S Das	
4	Mrs Keerthana M Bhat	
5	Ms Manisha D Rakshitha R. Uchi	
	<u>Kannada</u>	
6	Mrs Vani U S	
7	Mrs Shailaja Pudukoli	
	<u>Hindi</u>	
8	Dr Kalpana Prabhu J	
9	Mrs Sujatha G Nayak	
10	Mrs Namitha K (part time)	—
	<u>Sanskrit</u>	
11	Mrs Chethana	
12	Ms.Apeksha P (Part Time)	—
	<u>Pol.Sc.(HR, COI)</u>	
13	Dr Ganesh Shetty	—
	<u>Physics</u>	
14	Dr Asha Kiran Pakkala	
15	Mrs Sukhalatha	

	<u>Chemistry</u>	
16	Mrs Sandhya B	
17	Mrs Roopashri K P	
18	Mrs Soujanya D	
	<u>Maths</u>	
19	Mrs Keerthi K	
20	Mrs Poornima	
	<u>Botany</u>	
21	Ms Madhushree	
	<u>Zoology</u>	
22	Mrs Sushama C	
23	Mrs Pushpanjali S	
	<u>Computer Science</u>	
24	Mrs Babitha S	
25	Mrs Prathima V Baliga	
26	Mrs Rajyalakshmi	
27	Mrs Adithi A Nayak	
28	Mrs Shailaja Kumari	
29	Mrs Vinutha	
30	Mrs Rakshitha	
31	Ms Varshini T	
32	Mrs Meghashree	
33	Mr Shubham	
	<u>Commerce & Mgt.Studies</u>	
35	Mrs Deamma A	
36	Mrs Anasuya Bhagwath	
37	Mrs Seema Prabhu S	

38	Mrs Sushma R Shetty	<i>Sushma</i>
39	Mrs Smitha M	<i>Smitha</i>
40	Mrs Pushpalatha	
41	Mrs Usha Nayak	<i>Usha</i>
42	Mrs Ashalatha	<i>Ashalatha</i>
43	Mrs Lavina S Noronha	<i>Lavina</i>
44	Mrs Vinoda V Nayak	<i>Vinoda V Nayak</i>
45	Mrs Rashmi	<i>Rashmi</i>
46	Mrs Jayashree Shetty	<i>Jayashree</i>
47	Mrs Savitha	<i>Savitha</i>
48	Mrs Laxmi Hegde	—
49	Mr Hardik P Chauhan	—
50	Ms Priyanka	—
51	Ms Devika Prabhu	<i>Devika</i>
	<u>P.G.Centre for Commerce</u>	
52	Mrs Swathi Nayak	<i>Swathi</i> 12/08/2024
53	Mrs Megha	<i>Megha</i> 12/08/24
54	Mrs Sneha Pai	<i>Sneha</i>
55	Mrs Shwetha Pai	<i>Shwetha</i>
	<u>P.G.Centre for M C A</u>	
56	Mrs Jayabharathi K P	<i>Jayabharathi</i>
57	Mrs Vijetha Bhat	<i>Vijetha</i>
	<u>Physical Education</u>	
58	Mr Avinash	<i>Avinash</i>
59	Mr Karthik .N	<i>Karthik</i>
	<u>Library & Infn.Centre</u>	
1	Mrs Shruthi G	<i>Shruthi G</i>
2	Mrs Poornima H	—



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

August 12, 2024

Minutes of Meeting of IQAC with Teaching Staff, August 2024_ Reg.

A meeting of the IQAC with Teaching Staff (UG & PG) including Librarian is convened on Monday, August 12, 2024 at 3.15 PM in the Seminar Hall. 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 07, 2024.
2. Confirming the academic and administrative responsibilities of the staff for the AY 2024-25.
3. Preparation of Result Analysis of 2023-24 (Program wise, Semester wise and Course wise).
4. Plan and Schedule of Department wise Orientation and Library Orientation for the First Year students
5. Plan and schedule date for selection of class representatives and council members for the AY 2024-25.
6. Plan and Schedule of Parent Teachers' Meeting of First Year Classes.
7. Submission of Plan of Action by H.O.D's and Conveners of the Associations/ Cells
8. Proposals for Add-on/Certificate courses for the AY 2024-25.
9. Any other matters with the permission of the Chair.

Absentees of the Meeting:

The following members were absent for the meeting:

- 1) Dr. Ganesh Shetty, Head, Dept. of Political Science
- 2) Mrs. Rajyalaxmi, Asst. Professor, Dept. of Computer Science and Applications
- 3) Mrs. Laxmi Hegde, Asst. Professor, Dept. of Business Administration
- 4) Mrs. Pushpalatha, Asst. Professor, Dept. of Business Administration
- 5) Mr. Hardik P Chauhan, Asst. Professor, Dept. of Business Administration
- 6) Mrs. Priyanka, Asst. Professor, Dept. of Business Administration

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 June 07, 2024.**
Mrs. Anasuya Bhagvath, IQAC Coordinator, read the minutes of last meeting held on May 17, 2024 and it was confirmed and ratified by the members.
- 2. Confirming the academic and administrative responsibilities of the staff for the AY 2024-25.**
In consultation with the Principal and Administrator, the academic and administrative responsibilities of the staff for the AY 2024-25 were assigned and were duly approved by the board.
- 3. Preparation of Result Analysis of 2023-24 (Program wise, Semester wise and Course wise).**
It was discussed to prepare the result analysis program-wise, semester-wise and course-wise and to be submitted by the concerned departments by the end of October 2024.
- 4. Plan and Schedule of Department wise Orientation and Library Orientation for the First year students**
Further to the discussions, it was resolved that Department wise Orientation must be held on August 13, 2024, for the students of Science, Commerce And Business Administration departments and on August 13, 2024 for the students of Department Computer Science and Applications. Librarian Mrs. Shruthi stated that Library orientation for the first year students will be held on August 13, 14, 17 and 20, 2024.
- 5. Plan and schedule date for selection of class representatives and council members for the AY 2024-25**
Student Welfare Mentors in consultation with the other members present in the meeting agreed to conduct class representative's election on August 21, 2024 and selection of Union council members on August 28, 2024 in order to formulate Student Council for the year 2024-25.
- 6. Plan and Schedule of Parent Teachers' Meeting of First Year Classes**
Discussed and resolved to hold Parent Teachers' Meeting of First Year Classes in the month of October on the conclusion of the first internal assessment examination .
- 7. Submission of Plan of Action by H.O.D's and Conveners of the Associations/ Cells**
All concerned departments, associations and cells were asked to submit their plan of action for the year 2024-25 to the Principal by the end of August 2024 in order to facilitate the preparation of the Institutional Calendar of Events
- 8. Proposals for Add-on/Certificate courses for the AY 2024-25.**
It was decided that staff conveners have to submit the proposal for Add-on / certificate courses for the year 2024-25 by the end of September 21, 2024, and it is also stated that due consideration must be given to skill enhancement and employability enhancement courses. .

9. Any other matters with the permission of the Chair

It was discussed and decided that students' attendance must be strictly monitored by the faculty from the beginning in order to avoid shortage of attendance of the students. Principal also stated that staff and Students must arrive to the class on time

On a concluding note, Principal along with the IQAC Coordinators solicited needful coordination and timely follow up for the successful execution of the plans. The staff members assured for the same.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

October 30, 2024

Action Taken Report of IQAC Associate Members, August 2024-Reg

1. The program-wise, semester-wise and course-wise result analysis was submitted by the concerned departments on October 25, 2024.
2. The Department wise Orientation was held on August 13, 2024, for the students of Science, Commerce And Business Administration departments and on August 13, 2024 for the students of Department Computer Science and Applications and Library orientation for the first year students was held on August 13, 14, 17 and 20, 2024.
3. The class representative's election on August 21, 2024 and Union council members were selected on August 28, 2024.
4. Parent Teachers' Meeting of First Year Classes was conducted on October 19, 2024 at T V Raman Pai Convention Centre.
5. All the departments, associations and cells submitted their plan of action for the year 2024-25 to the Principal on August 31, 2024.
6. Ten Add-on / certificate courses proposal for the year 2024-25 was submitted on September 21, 2024.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

September 02, 2024

Ref No: CNR/IQAC/2024-25/03

MEETING NOTICE

Dear Madam/Sir,

Subject: Meeting of Academic Planning, Monitoring and Review Committee (APMRC)
(Academic Planning in view of the commencement of the new AY 2024-2025)

With reference to subject cited above, a meeting of the **Academic Planning, Monitoring and Review Committee (APMRC)** will be convened on Tuesday **September 03, 2024** at 3.15 PM in the Seminar Hall. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,

Anasuya
Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators

Co-ordinator

Internal Quality Assurance Cell

P.S. CANARA COLLEGE
Mangaluru - 575 003



Premalatha V.
Dr. Premalatha V.
Principal and Chairman

Principal
Canara College
Mangaluru

1. Finalization of Class wise Academic Time Table for the AY 2024-25.
2. Approval of College Calendar of events for the AY 2024-25.
3. Forward of class wise Academic Mentors list for the AY 2024-25.
4. Finalization of Mentor Mentee List for the AY 2024-25.
5. Action plan for Add-on/Certificate courses for the AY 2024-25.
6. Action plan for Academic Linkages/Collaborations /Exchange Programmes.
7. Discuss and adopt the appropriate modalities, Formative Evaluation Strategies for IA under SEP.
8. Any other matters with the permission of the Chair.

No.

1. 10/10/2021
2. 10/10/2021

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1. 10/10/2021
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting of Academic Planning, Monitoring and Review Committee (APMRC)

Date: Tuesday, September 3, 2024 | Time: 3:15 PM | Venue: Seminar Hall

Sl. No.	Name & Designation	Signature
1	Dr. Premalatha V. Principal	
2	Dr. Deepti Nayak Administrator	
3	Mrs. Anasuya Bhagyath Asst. Professor, Dept. of Commerce & Management and, IQAC Coordinator	
4	Mrs. Prathima V Baliga Asst. Professor, Dept. of Computer Science & Applications and, IQAC Coordinator	
4	Mrs. Rithika S. Das Asst. Prof & Head, Department of English	
5	Mrs. Vani U S Asst. Prof & Head, Department of Kannada	
6	Dr. Kalpana Prabhu J Asst. Prof & Head, Department of Hindi	
7	Mrs. Chethana Lecturer & Head Department of Sanskrit	
8	Dr. Ashakiran Pakkala Asst. Prof & Head Department Physics	
9	Mrs. Sandhya B., Assoc. Professor & Head, Dept. of Chemistry	
10	Mrs Keerthi Asst. Prof & Head Department of Mathematics	
11	Ms. Madhushree Asst. Prof & Head Department of Botany	
12	Mrs. Sushama C Asst. Prof & Head Department of Zoology	
13	Mrs. Babitha S Asst. Prof & Head, Dept. of Comp. Science & Appls (UG)	
14	Mrs. Seema Prabhu S Asst. Prof & Head, Dept. of Business Administration	



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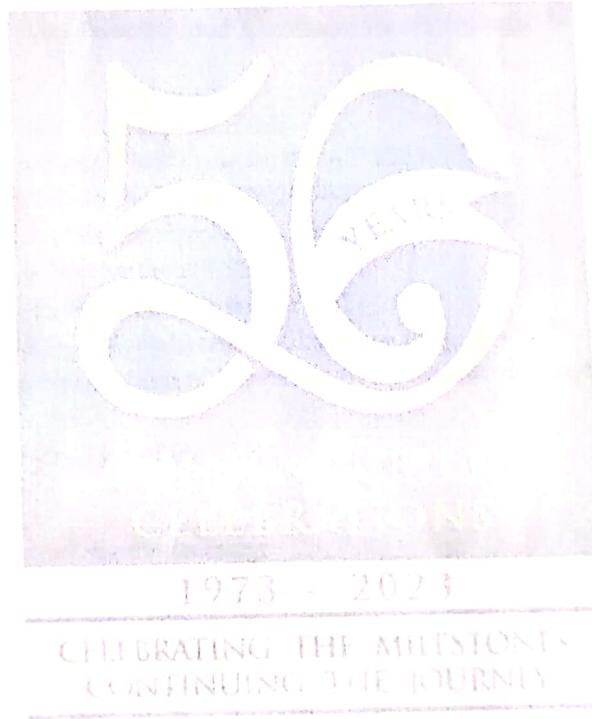
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Sl. No.	Name & Designation	Signature
15	Mrs. Dejamma A., Asst. Professor & Head, Dept. of Commerce & Management	
16	Mrs. Jayabharathi K. P., Asst. Professor & Head, Dept. of Comp. Science & Appls. (PG)	
17	Mrs. Swathi Nayak, Asst. Professor & Coordinator, P.G. Centre for Commerce	
18	Mrs. Usha Nayak Asst. Professor, Dept. Commerce & Examination Coordinator	





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INTERNAL QUALITY ASSURANCE CELL (IQAC)

September 3, 2024

Minutes of Meeting of Academic Planning, Monitoring and Review Committee (APMRC) (Academic Planning in view of the commencement of the new AY 2024-2025)

A meeting of the IQAC Associate members was convened on Tuesday, September 3, 2024 at 3.30 PM in the Seminar Hall. The Principal and Chairman Dr. Premalatha V chaired the meeting.

Agenda of the Meeting:

1. Finalization of Class wise Academic Time Table for the AY 2024-25.
2. Approval of College Calendar of events for the AY 2024-25.
3. Forward of class wise Academic Mentors list for the AY 2024-25.
4. Finalization of Mentor Mentee List for the AY 2024-25.
5. Action plan for Add-on/Certificate courses for the AY 2024-25.
6. Action plan for Academic Linkages/Collaborations /Exchange Programmes.
7. Discuss and adopt the appropriate modalities, Formative Evaluation Strategies for IA under SEP.
8. Any other matters with the permission of the Chair.

Attendees of the Meeting:

The following members were present for the meeting:

- 1) Dr. Premalatha V, Principal
- 2) Dr. Deepti Nayak, Administrator
- 3) Mrs. Anasuya Bhagvath, IQAC Coordinator
- 4) Mrs. Prathima V Baliga, IQAC Coordinator
- 5) Mrs. Rithika S Das, Asst. Prof & Head, Dept. of English
- 6) Mrs. Vani U S, Asst. Prof & Head, Dept. of Kannada
- 7) Dr. Kalpana Prabhu J, Asst. Professor & Head, Dept. of Hindi
- 8) Mrs. Chethana, Lecturer & Head, Dept. of Sanskrit
- 9) Dr. Ashakiran Pakkala, Asst. Professor & Head, Dept. of Physics
- 10) Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry
- 11) Mrs. Keerthi, Asst. Professor & Head, Dept. of Mathematics
- 12) Ms. Madhushree, Asst. Professor & Head, Dept. of Botany
- 13) Mrs. Sushama, Asst. Professor & Head, Dept. of Zoology
- 14) Mrs. Babitha S, Asst. Professor, Dept. of Computer Science & Applications
- 15) Mrs. Seema Prabhu S, Asst. Professor, Dept. of Business Administration

- 16) Mrs. Dejamma A, Asst. Professor & Head, Dept. of Commerce
- 17) Mrs. Jayabharathi K. P, Asst. Professor & Head, Dept. of Computer Science and Applications (P.G.)
- 18) Mrs. Swathi Nayak, Asst. Professor & Coordinator, P.G. Centre for Commerce
- 19) Mrs. Usha Nayak, Asst. Professor, Dept. of Commerce & Examination Coordinator

Absentees of the Meeting:

Nil

Proceedings of the Meeting:

At the outset, IQAC Coordinator Mrs. Prathima V Baliga 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 12, 2024:**
Mrs. Anasuya Bhagvath, IQAC Coordinator read out the minutes of the meeting held on August 12, 2024 and the same was ratified by the members.
- 2. Finalization of Class wise Academic Time Table for the AY 2024-25:**
All the Heads of various Departments were requested to submit the Hardcopy of the finalized Class wise Academic time table for the AY 2024-25 by September 5, 2024.
- 3. Approval of College Calendar of events for the AY 2024-25:**
Heads of various departments read out the important programs/ activities to be conducted during the Academic Year. Tentative dates for the conduct of flagship events were discussed, finalized and approved. Mrs. Ritika S Das also informed that other important academic programs or association level should be sent to Calendar and Handbook Committee by September 7, 2024.
- 4. Forward of class wise Academic Mentors list for the AY 2024-25:**
Heads of various departments were asked to submit the class wise Academic Mentors to submit to Mrs. Ritika S Das by September 4, 2024. Mrs. Ritika S Das, was requested to forward the consolidated class wise Academic Mentors list to the IQAC by September 5, 2024.
- 5. Finalization of Mentor Mentee List for the AY 2024-25:**
Mrs. Jayabharathi K P, Head, NAAC Criterion 2, submitted the Mentor Mentee List for the AY 2024-25 and the same was ratified by the members.
- 6. Action plan for Add-on/Certificate courses for the AY 2024-25:**
Mrs. Anasuya Bhagavath, IQAC Coordinator, read out the list of Addon Courses submitted by the staff and the same was approved by the Principal Dr. Premalatha V.

7. Action plan for Academic Linkages/Collaborations /Exchange Programmes:

Mrs. Prathima V Baliga, IQAC Coordinator, read out the list of existing MoU's and requested the concerned to renew the MoU that had expired. She also requested the members to submit the signed MoU copies to the IQAC.

8. Discuss and adopt the appropriate modalities, Formative Evaluation Strategies for IA under SEP:

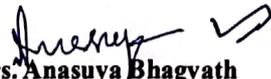
- Mrs. Usha Nayak, Examination Coordinator read out the dates for conduct of First and Second Internal Assessment Examination.
- It was unanimously decided that the internal exams for both SEP and NEP batches will be conducted with a duration of 1 hour and each internal examination will carry a total of 25 marks.
- It was also resolved that students are required to maintain:
 - Minimum 60% attendance to be eligible to appear for the first internal assessment.
 - Minimum 75% attendance to be eligible to appear for the second internal assessment and the final examinations.
- In accordance with the directives of the Karnataka State Higher Education Council, a uniform pattern of 20:80 shall be adopted, allocating 20% weightage to Internal Assessment (IA) and 80% to semester-end theory and practical examinations and for the final internal assessment, 10 marks shall be allotted based on internal examinations and 10 marks for assignments/seminars/classwork etc.

9. Any other matters with the permission of the Chair:

Mrs. Prathima V Baliga, IQAC Coordinator informed about IQAC organizing 2 Day University Level Workshop on "Research Methodology" in association with the Department of Basic Science & the Department of Computer Science and Applications to be held on September 30, 2024 and October 1, 2024.

On a concluding note, Principal along with the IQAC Coordinators solicited needful coordination and timely follow up for the successful execution of the plans. The staff members assured for the same.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Prathima V Baliga


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

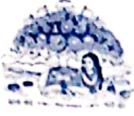
September 30, 2024

Action Taken Report of IQAC Associate Members, September 2024-Reg

1. The Heads of various Departments submitted the Hardcopy of the finalized Class wise Academic time table for the AY 2024-25 on September 5, 2024.
2. The College Calendar & Handbook was distributed to students on September 15, 2024.
3. Two internal examinations of 1Hour duration was conducted during the semester.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC//2024-25/13

October 5, 2024

MEETING NOTICE

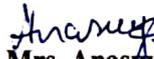
Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members-October 2024

With reference to the subject cited above, meeting of IQAC associate members will be convened on Monday, October 7, 2024 at 3.30 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators




Dr. Premalatha V.
Principal and Chairman

Principal
Canara College
Mangaluru

Co-ordinator

Internal Quality Assurance Cell

CANARA COLLEGE

1. Review and discuss minutes of last meeting held on September 02, 2024.
2. Confirm the re-composition of the IQAC for the AY 2024-25.
3. Collection of students' feedback on teaching and finalization of the report.
4. Collection of stakeholder's feedback on curriculum and finalization of report.
5. Discuss and chalk out the action plans for Quality Enhancement Initiatives for the AY 2024-25.
6. Plan and schedule date for submission of AQAR of the year 2023-24.
7. Chalk out and submit POs and COs as per SEP Curriculum.
8. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejjamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor (Designate)
10. Mrs. Adithi Nayak, Web Administrator
11. Ms. Mahalaxmi, Administrative Staff

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.



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Constitution of Internal Quality Assurance Cell 2024-25

CNR/IQAC/2024-25/6

September 09, 2024.

Notification

Composition of IQAC

In consonance with the guidelines of NAAC, the IQAC of the Institute has been reconstituted for the AY 2024-2025 with immediate effect and is as under

Sl. No.	Name & Designation	Designation in Cell	Mobile Number
1.	Dr. Premalatha V. Principal	Chairman	+91 9844819011
2.	Dr. Deepti Nayak Administrator	Member	+91 9448931103
3.	Mrs. Anasuya Bhagvath Asst. Professor, Dept. of Commerce	Coordinators	+91 9900409915
4.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Computer Science and Applications		+91 9844527499
Associate Members (Criterion-Wise & Administrative Representatives)			
5.	Mrs. Sandhya B. Assoc. Professor & Head, Dept. of Chemistry	Head, Criterion I, Member	+91 9980589513
6.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Dept. of Computer Applications (P G)	Head, Criterion II, Member	+91 9845336805
7.	Mrs. Seema Prabhu S. Asst. Professor, Head, Dept. of Business Administration	Head, Criterion III, Member & Staff Welfare Secretary	+91 9741738077
8.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV, Member	+91 9880076715
9.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V, Member	+91 9448409257
10.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	Head, Criterion VI, Member	+91 9480161357
11.	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	Head, Criterion VII, Member	+91 7411297530
12.	Mrs. Babitha S.	Student Welfare	+91 9480063505

	Asst. Professor & Head, Dept. of Computer Science & Applications	Mentor, Member	
13.	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	Web Administrator, Member	+91 9482009307
14.	Ms. Mahalaxmi Second Div. Clerk	Administrative Staff, Member	+91 8197706487
Advisory Members			
15.	Mr. M. Ranganath Bhat Hon. Secretary, C.H.S. Association, Mangaluru	Management Nominees, Members	+91 9845535121
16.	Mr. CA M. Jagannath Kamath Correspondent, Canara College, Mangaluru		+91 9845082646
17.	Mr. K. Shivananda Shenoy Manager, Canara College, Mangaluru		+91 9243304500
18.	Prof. M. Sathish Bhat Retd. Principal, Canara College, Mangaluru	Educationists, Members	+91 9964340877
19.	Dr. K.V. Malini Retd. Principal, Canara College, Mangaluru		+91 9901330497
20.	Mr. Mithun Bhat Kakunje Director, Kakunje Group of Industries	Industry Nominee, Member	+91 9845085180
21.	Mr. Gururaj Shet President, Canara College Alumni	Alumni Nominee, Member	+91 9880032336
22.	Mrs. Mangala Shenoy President, Parent Teachers' Association	Parent Nominee, Member	+91 9844083710
23.	Mr. Aaryaman Prabhu President, Students' Welfare Council	Student Nominee, Member	+91 9606300176

Premalatha V.
Dr. Premalatha V.

Principal

To:

1. All the above members
2. All the staff members
3. Staff Notice Board for display

Copy To:

1. The Hon. Secretary, CHS Association, Mangaluru, for kind information
2. The Correspondent, Canara College, Mangaluru for kind information
3. The Manager, Canara College, Mangaluru for kind information
4. The Administrator, Canara College, Mangaluru for kind information
5. The Web Administrator with a kind request to update the same on the Institutional Website.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	October 7, 2024
Time	3.30 P.M.
Venue	Office of the IQAC

Sl.No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	<i>Premalatha V</i>
2	Member	Dr. Deepti Nayak, Administrator	<i>Deepti</i>
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	<i>Anasuya</i>
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	<i>Prathima</i>
4	Head, Criterion I, Member	Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry	<i>Sandhya</i>
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	<i>Jayabharathi</i>
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	<i>Seema</i>
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	<i>Lavina</i>
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	<i>Kalpana</i>
9	Head, Criterion VI, Member	Mrs. Dejjamma A Asst. Professor & Head, Dept. of Commerce	<i>Dejjamma</i>
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	<i>Swathi</i>
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head, Dept. of Computer Science and Applications	<i>Babitha</i> 21/10/24
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	<i>Adithi</i>
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	<i>M. Mahalaxmi Shenoy</i>



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

October 7, 2024

Minutes of Meeting of IQAC Associate Members-October 2024

A meeting of the IQAC Associate Members is convened on Monday, October 7, 2024 at 3.30 PM in the Office of the 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 September 02, 2024.
2. Confirm the re-composition of the IQAC for the AY 2024-25.
3. Collection of students' feedback on teaching and finalization of the report.
4. Collection of stakeholder's feedback on curriculum and finalization of report.
5. Discuss and chalk out the action plans for Quality Enhancement Initiatives for the AY 2024-25.
6. Plan and schedule date for submission of AQAR of the year 2023-24.
7. Chalk out and submit POs and COs as per SEP Curriculum.
8. Any other matters with the permission of the Chair.

Attendees of the Meeting:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejjamma A., Head, Criterion VI
8. Mrs. Babitha S, Student Welfare Mentor
9. Ms. Mahalaxmi, Administrative Staff

Absentees of the Meeting:

The following member was absent for the meeting:

1. Mrs. Dejjamma A., Head, Criterion VI

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 September 02, 2024

Mrs. Anasuya Bhagvath, IQAC Coordinator, read the minutes of last meeting held on May 17, 2024 and it was confirmed and ratified by the committee.

2. Confirm the re-composition of the IQAC for the AY 2024-25.

IQAC composition for the year 2024-25 was confirmed. It was decided to appoint

- Dr. Venkatesh Nagaraja, Prof & Dean, Department of Mechanical Engineering, Canara Engineering College, Mangaluru and Dr. Flosy Clara Roshan D'souza, Prof, St. Ann's P G Studies & Research in Education, Mangaluru as Educationists.
- Sri. Ranjan Bellarpady, Founder Director, Mangala Resource Management Pvt. Ltd as Industrial Expert

and the house agreed to continue the members as per the previous composition.

3. Collection of students' feedback on teaching and finalization of the report.

Report on student feedback on teaching for the Academic Year 23-24 was submitted by Mrs. Sushma R Shetty, Feedback Committee Convener and necessary changes were incorporated. The finalization of report was duly done by all the members' in-charge. It is resolved that the feedback report for the current year must be collected on time, and suggestions if any must be implemented. Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG), Feedback convener assured of the same, for the Academic Year 24-25

4. Collection of stakeholder's feedback on curriculum and finalization of report.

Report on Stakeholders' feedback on curriculum from alumni, parent, employers and teachers were collected for the Academic Year 23-24 was submitted by Mrs. Sushma R Shetty, Feedback Committee Convener and the report was finalized and HOD's were informed to submit the Action Taken Report.

5. Discuss and chalk out the action plans for Quality Enhancement Initiatives for the AY 2024-25.

Quality enhancement initiatives such as Start Up by students, FDPs and workshops for faculty, workshop for students on IPR, Research Methodology, add-on courses to be offered, skill enhancement for students, career guidance, training and placement initiatives, training for competitive examination were discussed and approved by the board. It was also resolved to motivate students to complete minimum one MOOC/Swayam Courses in a semester and to reward them with 50% Fee reimbursement who score more than 80% Marks.

6. Plan and schedule date for submission of AQAR of the year 2023-24.

All the Criterion Heads were directed to collect criterion-wise inputs in accordance with the manual applicable for the same, considering August 1, 2023 to July 31, 2024 as time period for the collection of data for the academic year 2023-24. Due dates for submissions QnM data including the data for Extended Profile- on or before 25/11/2024. QIM data- on or before 1/12/2024 in order to facilitate submission of AQAR by December 31, 2024.

7. Chalk out and submit POs and COs as per SEP Curriculum

It was resolved that the Programme Heads in consultation with the faculty members will prepare CO's and PO's and shall submit to the office of the IQAC latest by October 30, 2024.

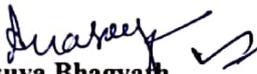
8. Any other matters with the permission of the Chair

8.1. It was discussed and decided that students' attendance must be strictly monitored by the faculty from the beginning in order to avoid shortage of attendance of the students. It was also resolved that students with **attendance below 75% shall not be permitted to appear** for the II Internal Assessment Examination which will be held in the month of November 2024. Principal also stated that staff and Students must arrive to the class on time.

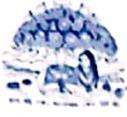
8.2. The IQAC Co ordinator Mrs. Anasuya Bhagvath acknowledged the Peer review Committee Consisting of Criterion Heads which was constituted for the assessment and review of Annual Performance Based Self-Appraisal Reports submitted by the staff for the year 2023-24. The one to one communication of performance outcome will be made available to the staff on October 16, 2024.

On a concluding note, Principal along with the IQAC Coordinators solicited needful coordination and timely follow up for the successful execution of the plans. The staff members assured for the same.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators


Dr. Premalatha V.
Principal



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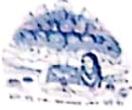
December 31, 2024

Action Taken Report of IQAC Associate Members, October 2024-Reg

1. Stakeholder's feedback was collected, analyzed and uploaded on the website.
2. AQAR of the AY 2023-24 was submitted on December 31, 2024.
3. The PO's and CO's of SEP Curriculum were submitted by the HoD's.to the IQAC.s


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC//2024-25/20

November 13, 2024

MEETING NOTICE

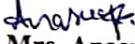
Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members- November 2024

With reference to the subject cited above, meeting of IQAC associate members will be convened on Friday, November 15, 2024 at 3.30 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators

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


Dr. Premalatha V.
Principal and Chairman

Principal
Canara College
Mangaluru

Meeting Agenda

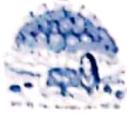
1. Read and confirm the minutes of last meeting held on October 7, 2024.
2. Plan and schedule the date for PTA Advisory Meet for the AY 2024-25.
3. Plan and schedule the new dates for Research Methodology Workshop.
4. Finalize the Last working day, Completion of syllabus and Submission of the internal marks of 2024-25 (Odd Semester).
5. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor
10. Mrs. Adithi Nayak, Web Administrator
11. Ms. Mahalaxmi, Administrative Staff

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	November 15, 2024
Time	3.30 P.M.
Venue	Office of the IQAC

Sl.No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	<i>Premalatha V</i>
2	Member	Dr. Deepti Nayak, Administrator	<i>Dr. Deepti</i>
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	<i>Anasuya</i>
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	<i>Prathima</i>
4	Head, Criterion I, Member	Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry	<i>Sandhya</i>
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	<i>Jayabharathi</i>
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	<i>Seema</i> 15/11/24
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	<i>Lavina</i>
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	<i>Kalpana</i>
9	Head, Criterion VI, Member	Mrs. Dejamma A Asst. Professor & Head, Dept. of Commerce	ABSENT <i>SA</i>
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	ABSENT <i>SA</i>
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head, Dept. of Computer Science and Applications	<i>Babitha</i> 15/11/24
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	<i>Adithi</i>
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	<i>M. Mahalaxmi</i>



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

November 15, 2024

Minutes of Meeting of IQAC Associate Members- November 2024

A meeting of the Associate Members of Internal Quality Assurance Cell (IQAC) was convened on Friday, November 15, 2024 at 3.30 P.M. 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 7, 2024.
2. Plan and schedule the date for PTA Advisory Meet for the AY 2024-25.
3. Plan and schedule the new dates for Research Methodology Workshop.
4. Finalize the Last working day, Completion of syllabus and Submission of the internal marks of 2024-25 (Odd Semester).
5. Any other matters with the permission of the Chair.

Attendees of the Meeting:

The following members were present for the meeting:

- 1) Dr. Premalatha V, Principal
- 2) Dr. Deepti Nayak, Administrator
- 3) Mrs. Anasuya Bhagvath, IQAC Coordinator
- 4) Mrs. Prathima V Baliga, IQAC Coordinator
- 5) Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry
- 6) Mrs. Jayabharathi K. P, Asst. Professor & Head, Dept. of Computer Science and Applications
- 7) Mrs. Seema Prabhu S, Asst. Professor, Dept. of Business Administration
- 8) Mrs. Lavina S. Noronha, Asst. Professor, Dept. of Commerce
- 9) Dr. Kalpana Prabhu J, Asst. Professor & Head, Dept. of Hindi
- 10) Mrs. Babitha S, Asst. Professor, Dept. of Computer Science and Applications
- 11) Mrs. Adithi Nayak, Asst. Professor, Dept. of Computer Science and Applications
- 12) Ms. M. Mahalaxmi Prabhu, Second Div. Clerk.

Absentees of the Meeting:

- 1) Mrs. Dejjamma A, Asst. Professor & Head, Dept. of Commerce
- 2) Mrs. Swathi Nayak, Asst. Professor & Coordinator, P.G. Centre for Commerce

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Prathima V Baliga 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 7, 2024:

Mrs. Anasuya Bhagvath, IQAC Coordinator read out the minutes of the meeting held on October 7, 2024 and the same was ratified by the members.

2. Plan and schedule the date for PTA Advisory Meet for the AY 2024-25:

It was finalized to hold the PTA Advisory meet for the AY 2024-25 on November 28, 2024 at 2:30 PM in the College Seminar Hall.

3. Plan and schedule the new dates for Research Methodology Workshop:

Mrs. Prathima V Baliga, IQAC Coordinator said that the research methodology workshop scheduled for September 30 & October 1, 2024 could not be organized due to the election code of conduct and the subsequent revocation of the granted OOD.

It was decided to reschedule the workshop for the beginning of the Even semester, tentatively targeting the second week of February 2025.

4. Finalize the Last working day, Completion of syllabus and Submission of the internal marks of 2024-25 (Odd Semester):

The following dates were finalized:

- Practical exam for BSc and BCA commences from November 26, 2024.
- Syllabus Completion & Last working day for B Com & BBA students: December 3, 2024.
- Upload Attendance on UUCMS Portal: On or before December 5, 2024.
- Upload Internal Assessment Marks on UUCMS Portal: On or before December 7, 2024.
- Work diary & Attendance Book submission by staff members: On December 7, 2024.

5. Any other matters with the permission of the Chair.

Dr Deepti Nayak, Administrator, suggested that if a staff member is the resource person for a program, the seminar hall should not be used. Instead, classrooms must be utilized.

On a concluding note, Principal along with the IQAC Coordinators solicited needful coordination and timely follow up for the successful execution of the plans. The members assured for the same.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagavath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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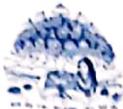
March 2, 2025

Action Taken Report of IQAC Associate Members, November 2024-Reg

1. The PTA Advisory Meeting was convened on November 28, 2024.
2. Workshop on "Research Methodology" was held on February 28, 2025 and March 1, 2025.
3. Faculty members completed their syllabus and uploaded the Internal Assessment marks on UUCMS Portal by the due date.

Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators

Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

November 28, 2024

Minutes of Meeting of the PTA Advisory Committee Members- November 2024.

A meeting of the PTA Advisory Committee was convened on November 28, 2024 at 2.00 p.m in the College Seminar Hall. The Principal and Chairman Dr. Premalatha V chaired the meeting.

Agenda of the Meeting:

1. Updates on College activities during the current Academic Year
2. To Elect/nominate the Office Bearers for the PTA Executive Committee 2024-25.
3. Interaction and sharing of feedback / suggestions by the members for quality enhancement
4. Chalk out Action Plan to strengthen PTA
5. Any other matter with the permission of the chair

Attendees of the Meeting:

The following members were present for the meeting:

1. Dr. Premalatha V, Principal
2. Dr. Deepti Nayak, Administrator
3. Mrs. Anasuya Bhagvath, IQAC Coordinator
4. Mrs. Prathima V Baliga, IQAC Coordinator
5. Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry
6. Mrs. Babitha S., Head, Dept. of Computer Science & Applications, Student Welfare Mentor
7. Mrs. Jayabharathi K. P. , Asst. Professor & Head, Dept. of Computer Applications (P G)
8. Mrs. Dejjamma A., Asst. Professor & Head, Dept. of Commerce
9. Mrs. Seema Prabhu S, Asst. Professor & Head, Dept. of Business Administration
10. Mrs. Swathi Nayak, Asst. Professor & Coordinator, P.G. Centre for Commerce
11. Mr. Avinash, Asst. Professor, Physical Education Director & Student Welfare Mentor
12. The class wise parent members nominated to PTA Advisory Committee.

Absentees of the Meeting:

The following member was absent for the meeting:

1. Mrs. Smitha M, Student Welfare Mentor

Proceedings of the Meet:

At the outset, IQAC Coordinator Mrs. Anusuya Bhagavath welcomed the body. The business of the meeting then started by taking the agenda for consideration.

1. Updates on College activities during the current academic year:

Dr. Premalatha V, read the interim report of the College activities giving bird's eye-view on the wide-range of academic and non-academic activities that took place during the year. In her report, she elucidated various aspects pertaining to the academic programmes offered by the Institute, students strength across the streams, ERP system followed by college for communication regarding absenteeism and marks of the students to the parents, initiatives undertaken towards Student Support, Add-on / Certificate and Value-Added Courses offered by the College, collaborations and MOUs, extension and outreach programmes, functioning of upcoming annual flagship events of the Institute, etc.

2. To Elect/Nominate the Office Bearers for the PTA Executive Committee 2024-25

Mrs. Anasuya Bhagvath, IQAC Coordinator, facilitated the process of selecting / nominating the Office Bearers for the PTA Executive Committee. The following Office Bearers and Parent Executive Members were unanimously selected to the Parent Teachers' Association Executive Committee for the academic year 2024-25

OFFICE BEARERS	
Designation	Name of the Member
President	Mrs. Diviya Rai
Vice President	Mrs. Arathi R Shetty
Secretary	Dr. Premalatha V
Joint Secretary	Sri. Sathish Naik
EXECUTIVE MEMBERS	
Five Nominated Parent Members	
1.	Smt. Anjali Prabhu
2.	Smt. Sandhya
3.	Smt. Annapoorna
4.	Smt. Vimala Thulasiraj
5.	Smt. Shantheri V. Prabhu
Staff Members as nominated by the Principal	
1.	Mrs. Anasuya Bhagvath, IQAC Coordinator
2.	Mrs. Prathima V Baliga, IQAC Coordinator
3.	Mrs. Babitha S, Head, Dept. of Computer Science & Applications, Student Welfare Mentor
4.	Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry
5.	Mrs. Dejjamma A, Asst. Professor & Head, Dept. of Commerce
6.	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (P G)
7.	Mrs. Seema Prabhu S, Asst. Professor & Head, Dept. of Business Administration

3. Interaction and sharing of feedback / suggestions by the members for quality enhancement:

During the interaction with the parents, the following suggestions for quality enhancement were shared:

- Career counseling sessions may be organized for students and their parents to help them navigate career choices more effectively.
- Sports, cultural and literary activities may be further encouraged.
- Courses related to communications skills, personality development shall be provided for development of students.

- Training for Banking and other competitive examinations must be provided.
- Further, the queries raised by the members regarding SEP and examinations were also clarified.

4. Chalk out Action Plan to strengthen PTA:

Premalatha V, Principal highlighted the importance of participation and involvement of parents actively in all college festivities. Mrs. Anasuya Bhagvath, IQAC Coordinator suggested that, eligible parents can contribute as resource persons or trainers for events, as they have excelled and have expertise in various fields and can always give their valuable suggestions and extend help for events so that students develop special flair and interest in all such activities which would enable them to grow and shine. Mrs. Diviya Rai, newly selected PTA President suggested that Stress Management sessions must be organized for the students and talk by Industry experts must also be arranged to give practical exposure to the students. The Principal Dr. Premalatha V congratulated the newly selected / nominated members of the PTA for the academic year 2024-25 and conveyed her best wishes. In her message, she expressed her genuine concern towards the students. She also urged the parents to encourage their wards to explore and enroll in various Certificate Courses that are available in MOOCS/SWAYAM.

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

Dr. Deepti Nayak, Administrator informed about setting up of Medicinal Plant Garden initiated by Alumni Association and solicited the support from the PTA for this project.

The parents were requested to share their concerns and give constructive feedback to further improve the effectiveness of the learning atmosphere. In response to the same, following suggestions were received:

- Attendance should be made compulsory for the students during annual flagship events and sports activities.
- Submission of marks of students to the parents on timely basis through ERP.
- Encourage placement drives for students of Final year.
- Provide internship opportunities for students to gain practical experience and enhance their career readiness

Mrs. Prathima V Baliga, IQAC Coordinator proposed the vote of thanks.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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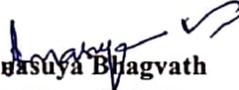
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

March 07, 2025

Action Taken Report of the PTA Advisory Committee Meeting- November 2024

1. PTA Executive Committee was formed on November 28, 2024..
2. Programs like Managing Stress, talk by various Industry Experts, Health Awareness programs were organized by Counseling Cell, IT Association, YRC etc.
3. Students have enrolled & Completed several Add-on/ Certificate courses offered by the college and also MOOC/ SWAYAM courses.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC//2024-25/22

November 30, 2024

MEETING NOTICE

Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members- December 2024

With reference to the subject cited above, meeting of IQAC associate members will be convened on Friday, December 06, 2024 at 3.00 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,

Anasuya
Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003
Meeting Agenda



Premalatha V.
Dr. Premalatha V.
Principal and Chairman

Principal
Canara College
Mangaluru

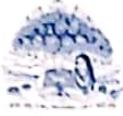
1. Read and confirm the minutes of last meeting held on November 15, 2024.
2. Follow up on AQAR 2023-24 data collection and update from Criterion Heads.
3. Update on Registration of NIRF for the year 2024-25.
4. Schedule date for Submission of Budget for Annual Flagship Events 2025.
5. Plan and schedule date for NSS Annual Camp of the year 2025.
6. Plan and schedule date for semester end Dry Run and review .
7. Timeline for submission of IQAC Newsletter (ODD Semester)-Kamadhenu
8. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejjamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor
10. Mrs. Adithi Nayak, Web Administrator
11. Ms. Mahalaxmi, Administrative Staff

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	November 15, 2024
Time	3.30 P.M.
Venue	Office of the IQAC

Sl.No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	
2	Member	Dr. Deepti Nayak, Administrator	
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	
4	Head, Criterion I, Member	Mrs. Sandhya B, Assoc. Professor & Head, Dept. of Chemistry	
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	
9	Head, Criterion VI, Member	Mrs. Dejamma A Asst. Professor & Head, Dept. of Commerce	
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head, Dept. of Computer Science and Applications	
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

December 6, 2024

Minutes of Meeting of IQAC Associate Members- December 2024

A meeting of IQAC associate members will be convened on Friday, December 06, 2024 at 3.00 P.M in the Office of the 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 November 15, 2024.
2. Follow up on AQAR 2023-24 data collection and update from Criterion Heads.
3. Update on Registration of NIRF for the year 2024-25.
4. Schedule date for Submission of Budget for Annual Flagship Events 2025.
5. Plan and schedule date for NSS Annual Camp of the year 2025.
6. Plan and schedule date for semester end Dry Run and review.
7. Timeline for submission of IQAC Newsletter (ODD Semester)-Kamadhenu
8. Any other matters with the permission of the Chair.

Attendees of the Meeting:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejjamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor
10. Ms. Mahalaxmi, Administrative Staff

Absentees of the Meeting:

The following member was absent for the meeting:

1. Mrs. Adithi Nayak, Asst. Professor, Dept. of Computer Science and Applications

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 November 15, 2024.

Mrs. Prathima V Baliga, IQAC Coordinator, read the minutes of last meeting held on November 15, 2024 and it was confirmed and ratified by the committee.

2. Follow up on AQAR 2023-24 data collection and update from Criterion Heads.

Criterion Heads provided updates on the data collection progress and shared inputs related to their respective criteria. The Criterion Heads were instructed to submit complete information on the various metrics by December 10, 2024, to ensure timely submission of the AQAR.

3. Update on Registration of NIRF for the year 2024-25.

IQAC Coordinator informed the members that for NIRF DCS Institution have registered under Innovation Category and the members were instructed to carry on activities to fulfill the requirements of the particular category.

4. Schedule date for Submission of Budget for Annual Flagship Events 2025.

It was decided that the budget for the flagship events scheduled for March 2025 should be submitted to the Principal on or before January 20, 2025.

5. Plan and schedule date for NSS Annual Camp of the year 2025.

It was decided to conduct NSS Annual Camp of the year 2025 at Kodman village during the first week of February 2025 and the Principal solicited cooperation and support from all.

6. Plan and schedule date for semester end Dry Run and review.

It was decided to conduct the Odd Semester-end dry run and academic year review in February 2025. All members were instructed to keep the required documents ready for the same.

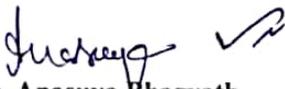
7. Timeline for submission of IQAC Newsletter (ODD Semester)-Kamadhenu

Dr. Premalatha V, Principal, informed the members to submit the required documents to the Documentation Committee by the end of January 2025 and to plan for the release of the IQAC Newsletter in February 2025.

8. Any other matters with the permission of the Chair.

No other matter was discussed.

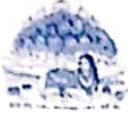
Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.



Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators



Dr. Premalatha V.
Principal



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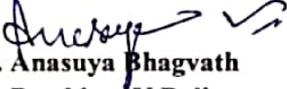
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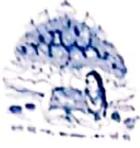
April 1, 2025

Action Taken Report of IQAC Associate Members, December 2024-Reg

1. The AQAR of AY 2023-24 was submitted on December 31, 2024.
2. NIRF DCS was completed on January 3, 2025.
3. NSS Annual Camp was held in the month of February 2025.
4. The budget for Flagship were approved and the Flagship events and were held in the month of March 2025.
5. Semester end Dry Run and review was held in the month of March 2025.
6. IQAC Newsletter was released on March 22, 2025.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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Ref No: CNR/IQAC/2024-25/37

March 6, 2025

MEETING NOTICE

Dear Sir / Madam,

Subject: Meeting of the IQAC Advisory Members, March 2025 - Reg.

Warm Greetings from Canara College, Mangaluru!

With reference to the subject cited above, a meeting of the IQAC Advisory Members is scheduled on Saturday, March 22, 2025 at 10:00 A.M. in the College Seminar Hall. Kindly make it convenient to attend the same. Agenda of the meeting is herewith stated below.

Looking forward to your presence and participation.

Thank You!

With Regards,

Ananya
Mrs. Ananya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators

Co-ordinator

Information & Insurance Cell



Premalatha V.

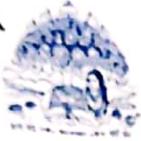
Dr. Premalatha V.
Principal and Chairman
Principal
Canara College
Mangaluru - 575 003

P.S.: Meeting Agenda
Mangaluru - 575 003

1. Read and confirm the minutes and ATR of last meeting.
2. Release of "Kamadhenu"- Half yearly IQAC Newsletter 2024-25 (ODD Semester Issue)
3. Updates on College Activities and Evaluative/ATR of the IQAC.
4. Institutional Presentation by the HOI
5. Interaction and sharing of Feedback/Suggestions by the Members for Quality Enhancement.
9. Any other matter with the permission of the Chair.

Copy To:

- 1. Mr. M. Ranganath Bhat, Hon. Secretary, C.H.S. Association, Mangaluru**
- 2. CA M. Jagannath Kamath, Correspondent, Canara College**
- 3. Sri K. Shivananda Shenoy, Manager, Canara College**
- 4. Dr. Deepti Nayak, Administrator, Canara College**
- 5. Dr. Venkatesh Nagaraja, Prof & Dean, Department of Mechanical Engineering, Canara Engineering College, Mangaluru**
- 6. Dr. Flosy Clara Roshan D'souza , Prof, St. Ann's P G Studies & Research in Education, Mangaluru**
- 7. Sri. Ranjan Bellarpady , Founder Director, Mangala Resource Management Pvt. Ltd**
- 8. Mr. Gururaj Shet ,President, Canara College Alumni**
- 9. Mrs. Diviya Rai, President, Parent Teachers' Association**
- 10. Mrs. Jayabharathi K. P., Head, Criterion II**
- 11. Mrs. Seema Prabhu S.,Head, Criterion III and Staff Welfare Secretary**
- 12. Mrs. Lavina S.Noronha, Head, Criterion IV**
- 13. Dr. Kalpana Prabhu J.,Head, Criterion V**
- 14. Mrs. Dejamma A., Head, Criterion VI**
- 15. Mrs. Swathi Nayak, Head, Criterion VII**
- 16. Mrs. Babitha S, Student Welfare Mentor**
- 17. Mrs. Adithi Nayak, Web Administrator**
- 18. Ms. Mahalaxmi, Administrative Staff**
- 19. Mr. Aaryamann Prabhu, President, Students' Welfare Council**



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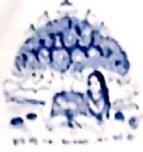
INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING OF THE IQAC ADVISORY MEMBERS

Record of Attendees of the Meet

Date	March 22, 2025
Time	10.00 A.M.
Venue	Seminar Hall

Sl. No.	Name & Designation	Designation in Cell	Signature
1.	Dr. Premalatha V. Principal	Chairman	
2.	Dr. Deepti Nayak Administrator	Member	
3.	Mrs. Anasuya Bhagvath Asst. Professor, Dept. of Commerce	Coordinators	
4.	Mrs. Prathima V. Baliga Asst. Professor, Dept. of Computer Science and Applications		
Associate Members (Criterion-Wise & Administrative Representatives)			
5.	Mrs. Jayabharathi K. P. Asst. Professor & Head, Centre for P G Studies in Computer Applications	Head, Criterion II, Member	
6.	Mrs. Seema Prabhu S. Asst. Professor, Head, Dept. of Business Administration	Head, Criterion III, Member & Staff Welfare Secretary	For
7.	Mrs. Lavina S. Noronha Asst. Professor, Dept. of Commerce	Head, Criterion IV, Member	
8.	Dr. Kalpana J. Prabhu Asst. Professor & Head, Dept. of Hindi	Head, Criterion V, Member	
9.	Mrs. Dejjamma A. Asst. Professor & Head, Dept. of Commerce	Head, Criterion VI, Member	
10.	Mrs. Swathi Nayak Asst. Professor & Coordinator, Centre for P G Studies in Commerce	Head, Criterion VII, Member	
11.	Mrs. Babitha S. Asst. Professor & Head, Dept. of Computer Science & Applications	Student Welfare Mentor, Member	For
12.	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	Web Administrator, Member	
13.	Ms. Mahalaxmi Prabhu Second Div. Clerk	Administrative Staff, Member	M. Mahalaxmi Prabhu



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Advisory Members			
Sl. No.	Name & Designation	Designation in Cell	Signature
14.	Mr. M. Ranganath Bhat Hon. Secretary, C.H.S. Association, Mangaluru	Management Nominees, Members	
15.	CA M. Jagannath Kamath Correspondent, Canara College, Mangaluru		
16.	Mr. K. Shivananda Shenoy Manager, Canara College, Mangaluru		
17.	Dr. Venkatesh Nagaraja Prof & Dean, Department of Mechanical Engineering, Canara Engineering College, Mangaluru	Educationists, Members	
18.	Dr. Flosy Clara Roshan D'souza Prof, St. Ann's P G Studies & Research in Education, Mangaluru.		
19.	Sri. Ranjan Bellarpady Founder Director, Mangala Resource Management Pvt. Ltd.	Industry Nominee, Member	
20.	Mr. Gururaj Shet President, Canara College Alumni	Alumni Nominee, Member	
21.	Mrs. Diviya Rai President, Parent Teachers' Association	Parent Nominee, Member	
22.	Mr. Aaryaman Prabhu President, Students' Welfare Council	Student Nominee, Member	



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March 22, 2025

Minutes of Meeting of the IQAC Advisory Members, March 2025 - Reg.

A meeting of the IQAC Advisory Members was held on Saturday, March 22, 2025 at 10:00 A.M. in the College Seminar Hall.

Agenda of the Meeting:

1. Read and confirm the minutes and ATR of last meeting.
2. Release of "Kamadhenu"- Half yearly IQAC Newsletter 2024-25 (ODD Semester Issue)
3. Updates on College Activities and Evaluative/ATR of the IQAC.
4. Institutional Presentation by the HOI
5. Interaction and sharing of Feedback/Suggestions by the Members for Quality Enhancement.
6. Any other matter with the permission of the Chair.

Absentees of the Meeting:

1. Dr. Flosy Clara Roshan D'Souza, Educationist

Proceedings of the Meet:

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

1. Read and confirm the minutes and ATR of last meeting

Mrs. Anasuya Bhagvath, IQAC Coordinator, read the minutes of last meeting held on December 28, 2024 and it was confirmed and ratified by the committee.

2. Release of "Kamadhenu"- Half yearly IQAC Newsletter 2024-25

The Half-Yearly IQAC Newsletter 2024-25 (Odd Semester) titled "Kamadhenu", featuring periodic updates on college activities, was released by the Correspondent, CA. M. Jagannath Kamath and who also appreciated the efforts of the staff members and the Documentation Committee members.

3. **Institutional Presentation by the HOI:**

Dr. Premalatha V, Principal presented a comprehensive overview of all the activities and achievements of the academic year.

4. **Updates on College Activities and Evaluative/ATR of the IQAC:**

Mrs. Anasuya Bhagvath, IQAC Coordinator made the IQAC presentation before the members reflecting the quality initiatives.

5. **Interaction and sharing of Feedback/Suggestions by the Members for Quality Enhancement:**

While having open discussion and interaction the members shared their feedback and also gave their suggestions for quality enhancement. They are listed below:

5.1 **Dr. Venkatesh Nagaraja, Prof & Dean, Department of Mechanical Engineering, Canara Engineering College, Mangaluru**

- To strengthen peer learning approach to enable the students to enhance their motivation & engagement in the process of learning.
- Greater emphasis must be laid on promoting self-employability skills and start-up initiatives.

5.2 **Mrs. Diviya Rai, President, Parent Teachers' Association**

- Suggested to organize panel discussions focused on women-related issues, aiming to raise awareness, promote gender sensitivity, and encourage dialogue among students. To enhance the effectiveness and outreach of such initiatives, it was also suggested to involve prominent alumni and active PTA members in the planning and execution of career guidance programs. Their experience and insight would provide valuable mentorship and broaden career perspectives for students.

5.3 **Sri. Ranjan Bellarpady, Founder Director, Mangala Resource Management Pvt. Ltd**

- He recommended that additional industry-academic initiatives be organized, such as industry-led workshops and seminars, innovation an entrepreneurship boot camps, guest lectures by industry experts.

5.4 **Mr. Gururaj Shet, President, Canara College Alumni**

- He commended the institution's commitment to quality enhancement and conveyed his readiness to offer support in any capacity for its continued growth and development.

5.6 **CA M. Jagannath Kamath, Correspondent, Canara College**

- He suggested that, in light of the technology-driven age we are in, students should be provided with the necessary training in this regard.
- He also suggested to conduct programs focusing on aspects such as soft skills and personal self-enrichment should be increased to further enhance students' overall development.

5.7 **Mr. M. Ranganath Bhat, Hon. Secretary, C.H.S. Association, Mangaluru**

5.7 Mr. M. Ranganath Bhat, Hon. Secretary, C.H.S. Association, Mangaluru

- Suggested launching German speaking classes to enhance students' global language competencies

On a concluding note, the Principal, along with the IQAC Coordinators, emphasized the importance of needful coordination and timely follow-up for the successful execution of the proposed plans. The members assured their full support and commitment towards the same. The meeting ended with a heartfelt vote of thanks proposed by IQAC Coordinator Mrs.Prathima V Baliga.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

June 20, 2025

Action Taken Report of the IQAC Advisory Members, March 2025 - Reg.

As per the suggestions by the Members for Quality Enhancement, the following programmes were conducted.

- Seminar on "How to Overcome the Challenges of Competitive Exams"- Sept 02,04,05
- Seminar on "Orientation for UPSC Civil Services Examinations"- September 20, 2024
- Empowering Hope : Cancer Awareness Initiative For women- October 19,2024
- Seminar on " Understanding the Framework of Indian Accounting Standards"- October 30, 2024
- Talk on "Personal Health of women"- Nov 29,2024
- Day at CAMPCO: Learning, Networking, and Growing- December 06, 2024
- Session on Career Planning and Preparedness- December 14, 2024
- Boot Camp on December 27 and 28, 2024
- Session on "Essential lifeskills for the Tech Professionals"- January 15, 2025
- Certificate course on "React JS on Value- Added Technical Skill Development Program (VATSDP) on UI/UX- February 21,2025 to March 01, 2025
- STARTUP VISION- Transforming ideas into Actions- March 06,2025
- Quiz on International Women's Day- 2025- March 8, 2025 to March 15, 2025
- Industrial Visit to Leksa Industry Moodabidri- April 19, 2025
- One-Day Entrepreneurial Development Workshop - The Idea Incubator May 16, 2025
- Emotional and Mental Readiness at Workplace- May 20, 2025
- Sanitary Safety Awareness Program- May 22, 2025
- Seminar on "Women's Rights and The Constitution"- May 28, 2025
- Unlocking Financial Growth: Understanding Stock Markets, Investment Options, and IPOs- June 11, 2025
- Workshop on Career guidance-Campus to Corporate- June 14,2025


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC//2024-25/38

March 7, 2025

MEETING NOTICE

Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members- March 2025

With reference to the subject cited above, meeting of IQAC associate members will be convened on Thursday, March 13, 2025 at 3.00 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators


Dr. Premalatha V.
Principal and Chairman

Meeting Agenda

1. Read and confirm the minutes of last meeting held on December 6, 2024.
2. Timeline and committee Formulation for Annual Stock Verification and Internal Audit.
3. Follow up and update on Autonomous status.
4. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejjamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor
10. Mrs. Adithi Nayak, Web Administrator
11. Ms. Mahalaxmi, Administrative Staff

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	March 13, 2025
Time	3.00 P.M.
Venue	Office of the IQAC

Sl.No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	
2	Member	Dr. Deepti Nayak, Administrator	
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	
9	Head, Criterion VI, Member	Mrs. Deamma A Asst. Professor & Head, Dept. of Commerce	
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head, Dept. of Computer Science and Applications	
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

March 13, 2025

Meeting of IQAC Associate Members- March 2025

A meeting of IQAC associate members will be convened on Thursday, March 13, 2025 at 3.00 P.M in the Office of the 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 6, 2024.
2. Timeline and committee Formulation for Annual Stock Verification and Internal Audit.
3. Follow up and update on Autonomous status.
4. Any other matters with the permission of the Chair.

Attendees of the Meeting:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Dejjamma A., Head, Criterion VI
7. Mrs. Swathi Nayak, Head, Criterion VII
8. Mrs. Babitha S, Student Welfare Mentor
9. Ms. Mahalaxmi, Administrative Staff
10. Mrs. Adithi Nayak, Asst. Professor, Dept. of Computer Science and Applications

Absentees of the Meeting:

Nil

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 6, 2024.

Mrs. Prathima V Baliga, IQAC Coordinator read the minutes of last meeting held on December 6, 2024 and it was confirmed and ratified by the committee.

2. Timeline and committee Formulation for Annual Stock Verification and Internal Audit.

For the Annual Stock Verification and Internal Audit a committee was formed and timeline for the submission of the same to the Office of IQAC was framed. And it was decided that members have to give a detailed report by April 7, 2025.

3. Follow up and update on Autonomous status.

Mrs. Jayabharathi K P, Head, Centre for PG Studies in Computer Applications , coordinator of autonomous process gave details such as intimation received from UGC and the proposal was sent to university for further action. Administrator Dr. Deepti Nayak informed about the formulation of committees to work for the autonomous process.

4. Any other matters with the permission of the Chair.

Dr. Premalatha V, Principal informed that the internal examinations should be conducted with due care and program heads should follow up with the attendance status of the students and call Parent Teachers meet and inform about their Academic performance.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

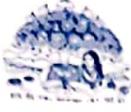
July 15, 2025

Action Taken Report of IQAC Associate Members, March 2025-Reg

1. Annual Stock Verification and Internal Audit were completed on April 07, 2025.
2. First internal examination was conducted from April 12 to 17, 2025.
3. The Parent Teacher Meet of First BBA Students was held on April 25, 2025
4. Autonomous Standing Committee visited the college on July 11, 2025 for the grant of Autonomous Status to the institution.

Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators

Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC/2024-25 /40

April 4, 2025

MEETING NOTICE

Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members- April 2025

With reference to the subject cited above, meeting of IQAC associate members will be convened on Tuesday, April 8, 2025 at 3.00 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathina V. Baliga
IQAC Coordinators


Dr. Premalatha V.
Principal and Chairman

Meeting Agenda

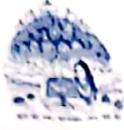
1. Read and confirm the minutes of last meeting held on March 13, 2025.
2. Submission of Result Analysis of I, III, V Semester End Examination.
3. Plan and schedule dates for II Internal Assessment Examination.
4. Plan and schedule dates Industry Visits/ Field Visits.
5. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Sandhya B, Head, Criterion I
3. Mrs. Jayabharathi K. P., Head, Criterion II
4. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
5. Mrs. Lavina S. Noronha, Head, Criterion IV
6. Dr. Kalpana Prabhu J., Head, Criterion V
7. Mrs. Dejamma A., Head, Criterion VI
8. Mrs. Swathi Nayak, Head, Criterion VII
9. Mrs. Babitha S, Student Welfare Mentor
10. Mrs. Adithi Nayak, Web Administrator
11. Ms. Mahalaxmi, Administrative Staff

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2. The Manager, Canara College, Mangaluru.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	April 8, 2025
Time	3.00 P.M.
Venue	Office of the IQAC

Sl.No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	
2	Member	Dr. Deepti Nayak, Administrator	
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	
9	Head, Criterion VI, Member	Mrs. Dejamma A Asst. Professor & Head, Dept. of Commerce	
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head, Dept. of Computer Science and Applications	
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	



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April 8, 2025

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting of IQAC Associate Members- April 2025

A meeting of IQAC associate members will be convened on Tuesday, April 8, 2025 at 3.00 P.M in the Office of the 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 13, 2025.
2. Submission of Result Analysis of I, III, V Semester End Examination.
3. Plan and schedule dates for II Internal Assessment Examination.
4. Plan and schedule dates for Industry Visits/ Field Visits.
5. Any other matters with the permission of the Chair.

Attendees of the Meeting:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Dejjamma A., Head, Criterion VI
7. Mrs. Swathi Nayak, Head, Criterion VII
8. Mrs. Babitha S, Student Welfare Mentor
9. Ms. Mahalaxmi, Administrative Staff
10. Mrs. Adithi Nayak, Asst. Professor, Dept. of Computer Science and Applications

Absentees of the Meeting:

Nil

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Prathima V Baliga 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 13, 2025.

Mrs. Anasuya Bhagvath, IQAC Coordinator read the minutes of last meeting held on March 13, 2025 and it was confirmed and ratified by the committee.

2. Submission of Result Analysis of I, III, V Semester End Examination.

Mrs. Jayabharathi K P informed the Program heads to submit the Result Analysis of I, III, V Semester End Examination of January 2025 by the end of May 2025

3. Plan and schedule dates for II Internal Assessment Examination.

Dr. Premalatha V, Principal informed that the II internal examinations should be conducted from May 12 to 16, 2025 and the marks should be submitted within 15 days from the completion of exams.

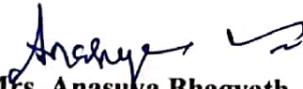
4. Plan and schedule dates for Industry Visits/ Field Visits.

It was discussed and finalized to conduct department wise Industry visit/ Field Visit/ Study Visit/ Study Tour between April 15 and May 31, 2025.

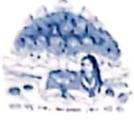
5. Any other matters with the permission of the Chair.

Dr. Premalatha V instructed the Feedback Committee Convenor to collect and analyse feedback from the stakeholders and to submit the report at the earliest, in order to facilitate the preparation of the Action Taken Report.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

May 30, 2025

Action Taken Report of IQAC Associate Members, April 2025-Reg

1. During the semester, various Departments organized Industry Visits, Field Visits, Study Visits, and Study Tours.
 - Chemistry Department Industrial Visit- April 19, 2025
 - PG Studies in Commerce and Management Industrial Visit- April 28 and 29,
 - 2025 Industrial Visit to Leksa Industry Moodabidri- April 19, 2025
 - Centre for PG Studies in Computer Applications Study Tour- May 19, 2025 to May 23, 2025
2. The Program wise and the course wise Result Analysis of I, III, V Semester End Examination of January 2025 was submitted by the program heads by the end of May 2025.
3. Two internal examinations of 1 Hour duration was conducted during the semester.
4. Stakeholders feedback was submitted to the IQAC by the Feedback Committee Convener and the action taken report was prepared.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

CNR/IQAC//2024-25/41

May 12, 2025

MEETING NOTICE

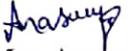
Dear Madam/Sir,

Subject: Meeting of IQAC Associate Members- May 2025

With reference to the subject cited above, meeting of IQAC Associate Members will be convened on Friday, May 16, 2025 at 3.00 P.M in the Office of the IQAC. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,



Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators
Internal Quality Assurance Cell
CANARA COLLEGE
Mangaluru - 575 003





Dr. Premalatha V.
Principal and Chairman

Principal
Canara College
Mangaluru

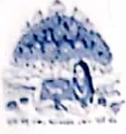
1. Read and confirm the minutes of last meeting held on April 8, 2025.
2. Submission of Final Internal Assessment Marks.
3. Appointment of Criterion Head I.
4. Follow up and update of Autonomous Status.
5. Plan and Schedule Graduation Day & AAA for the year.
6. Any other matters with the permission of the Chair.

To:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Dejjamma A., Head, Criterion VI
7. Mrs. Swathi Nayak, Head, Criterion VII
8. Mrs. Babitha S, Student Welfare Mentor
9. Mrs. Adithi Nayak, Web Administrator
10. Ms. Mahalaxmi, Administrative Staff

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Academic Year 2024-2025

Record of Attendees of the Meet

Meeting Type	Meeting of the IQAC Associate Members
Date	May 16 , 2025
Time	3.00 P.M.
Venue	Office of the IQAC

Sl .No.	Designation	Name	Signature
1	Chairperson	Dr. Premalatha V, Principal	
2	Member	Dr. Deepti Nayak, Administrator	
3	Coordinators	Mrs. Anasuya Bhagvath, Asst. Professor, Dept. of Commerce	
		Mrs. Prathima V. Baliga, Asst. Professor, Dept. of Computer Science and Applications	
5	Head, Criterion II, Member	Mrs. Jayabharathi K P, Asst. Professor & Head, Dept. of Computer Applications (PG)	
6	Head, Criterion III, Member	Mrs. Seema Prabhu S, Asst. Professor, Head, Dept. of Business Administration & Staff Welfare Secretary	
7	Head, Criterion IV, Member	Mrs. Lavina S Noronha, Asst. Professor, Dept. of Commerce	
8	Head, Criterion V, Member	Dr. Kalpana Prabhu J Asst. Professor & Head, Dept. of Hindi	
9	Head, Criterion VI, Member	Mrs. Dejamma A Asst. Professor & Head, Dept. of Commerce	
10	Head, Criterion VII, Member	Mrs. Swathi Nayak Asst. Professor & Coordinator, P.G. Centre for Commerce	
11	Student Welfare Mentor, Member	Mrs. Babitha S, Asst. Professor & Head , Dept. of Computer Science and Applications	
12	Web Administrator, Member	Mrs. Adithi Nayak Asst. Professor, Dept. of Computer Science and Applications	
13	Administrative Staff, Member	Ms. Mahalaxmi Shenoy Second Div. Clerk	



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

May 16, 2025

Meeting of IQAC Associate Members- May 2025

A meeting of IQAC associate members will be convened on Friday, May 16, 2025 at 3.00 P.M in the Office of the 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 April 8, 2025.
2. Submission of Final Internal Assessment Marks.
3. Appointment of Criterion Head I.
4. Plan and Schedule Graduation Day & AAA for the year.
5. Any other matters with the permission of the Chair.

Attendees of the Meeting:

1. Dr. Deepti Nayak, Administrator
2. Mrs. Jayabharathi K. P., Head, Criterion II
3. Mrs. Seema Prabhu S., Head, Criterion III and Staff Welfare Secretary
4. Mrs. Lavina S. Noronha, Head, Criterion IV
5. Dr. Kalpana Prabhu J., Head, Criterion V
6. Mrs. Dejamma A., Head, Criterion VI
7. Mrs. Swathi Nayak, Head, Criterion VII
8. Mrs. Babitha S, Student Welfare Mentor
9. Ms. Mahalaxmi, Administrative Staff

Absentees of the Meeting:

1. Mrs. Jayabharathi K. P., Head, Criterion II
2. Mrs. Swathi Nayak, Head, Criterion VII
3. Mrs. Adithi Nayak, Asst. Professor, Dept. of Computer Science and Applications

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 8, 2025.

Mrs. Prathima V Baliga, IQAC Coordinator read the minutes of last meeting held on April 8, 2025 and it was confirmed and ratified by the committee.

2. Submission of Final Internal Assessment Marks.

The following were discussed and finalized:

- Attendances upload on UUCMS Portal by June 2, 2025
- Final Internal Marks Entry on UUCMS Portal by June 6, 2025
- Attendance & Work Diary Submission to Principal by June 10, 2025

3. Appointment of Criterion Head I.

Mrs. Babitha S, Programme Head, Department of Computer Science & Applications was appointed as the Head of Criterion II, replacing Ms. Sandhya B upon her retirement.

4. Plan and Schedule Graduation Day & AAA for the year.

It was resolved to organize AAA of the Academic Year 2024-25 on June 27, 2025 and Graduation Day for the batch of 2021-24 on June 22, 2025.

5. Any other matters with the permission of the Chair.

No other matter was discussed.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.



Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators



Dr. Premalatha V
Principal



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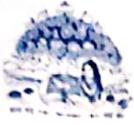
June 30, 2025

Action Taken Report of IQAC Associate Members, March 2025-Reg

1. AAA was conducted on June 27, 2025 and Graduation Day on June 29, 2025.
2. Students Attendance was uploaded on UUCMS Portal by June 2, 2025.
3. Final Internal Marks were entered on UUCMS Portal by June 6, 2025.
4. Attendance Registers & Work Diary were Submitted to the Principal by the HOD s by June 10, 2025


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref No: CNR/IQAC/2024-25/46

May 25, 2025

MEETING NOTICE

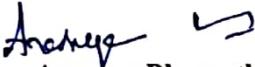
Dear Madam/Sir,

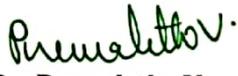
Subject: Meeting of IQAC with Teaching Staff, June 2025- Reg.

A meeting of the IQAC with Teaching Staff (UG & PG) including Librarian will be convened on Monday, **June 02, 2025** at 11.00 A.M in the Seminar Hall. You are required to attend the same. The Agenda for the same is herewith stated below.

Thank you.

With Regards,


Mrs. Anasuya Bhagvath
Mrs. Prathima V. Baliga
IQAC Coordinators


Dr. Premalatha V.
Principal and Chairman

P.S. : Meeting Agenda

1. Read and confirm the minutes of last meeting held on May 16, 2025
2. Intimation of date of AAA and preparation for the same.
3. Preparation for Graduation Day
4. Timeline for submission of Annual PBSA.
5. Finalize the date for submission of Plan of Action for the AY 2025-26.
6. Any other matters with the permission of the Chair.

1. All the Staff Members
2. Mrs. Shruthi G, Librarian

Copy to: (For kind information)

1. The Correspondent, Canara College, Mangaluru.
2. The Manager, Canara College, Mangaluru.
3. Dr. Deepti Nayak, Administrator

MEETING WITH STAFF MEMBERS (UG, PG & LIBRARIAN)

Date: 02/06/2025

Time: 11:00 am

Venue: Seminar Hall

UG

1	Dr Premalatha V	Premalatha V.
2	Dr Deepthi Nayak	Deepthi
3	Mrs Rithika S Das	Rithika S Das
4	Mrs Keerthana M Bhat	Keerthana M Bhat
5	Mrs Manisha D	Manisha D
6	Mrs Rakshitha Uchil	Rakshitha Uchil
7	Mrs Vani U S	Vani U S
8	Mrs Shailaja Pudukoli	Shailaja Pudukoli
9	Dr Kalpana Prabhu J	Kalpana Prabhu J
10	Mrs Sujatha G Nayak	Sujatha G Nayak
11	Mrs Namitha K	Namitha K
12	Mrs Chethana	Chethana
13	Dr Ganesh Shetty	Ganesh Shetty
14	Dr Asha Kiran Pakkala	Asha Kiran Pakkala
15	Mrs Sukhalatha	Sukhalatha
16	Mrs Roopashri K P	Roopashri K P
17	Mrs Soujanya D	Soujanya D
18	Mrs Keerthi K	Keerthi K
19	Mrs Poornima	Poornima
20	Ms Madhushree	Madhushree
21	Mrs Sushama C	Sushama C
22	Mrs Pushpanjali S	Pushpanjali S
23	Mrs Babitha S	Babitha S

	Mrs Prathima V Baliga	
25	Mrs Rajyalakshmi	↳
26	Mrs Adithi A Nayak	Rajyalakshmi ch.
27	Mrs Vinutha	Adithi 26/25
28	Mrs Rakshitha	— ABSENT —
29	Ms Varshini T	— ABSENT —
30	Mrs Meghashree	M
31	Mrs Manjula N	— ABSENT —
32	Ms Saispoorthi	L
33	Ms Prathiksha Shetty	— ABSENT —
34	Ms Nethravathi Gidnakanala	Nethravathi
35	Mr. Sharan Karanth	Sharan Karanth
36	Mrs Dejamma A	Dejamma
37	Mrs Anasuya Bhagwath	Anasuya
38	Mrs Sushma R Shetty	Sushma
39	Mrs Smitha M	Smitha
40	Mrs Usha Nayak	Usha
41	Mrs Ashalatha	Ashalatha
42	Mrs Lavina S Noronha	Lavina
43	Mrs Vinoda V Nayak	— ABSENT —
44	Mrs Rashmi	Rashmi
45	Mrs Jayashree Shetty	Jayashree
46	Mrs Savitha	Savitha
47	Ms Devika Prabhu	Devika
48	Mrs Seema Prabhu S	Seema
49	Mrs Pushpalatha	Pushpa
50	Mrs Laxmi Hegde	Laxmi

	Mr Hardik P Chauhan	
52	Ms. Bhavana	<u>HPC Chauhan</u> Bhavana 02/06/2025
	<u>P.G.Centre for Commerce</u>	
53	Mrs Swathi Nayak	<u>S Swathi</u>
54	Mrs Megha	<u>Megha</u> - ABSENT -
55	Mrs Sneha Pai	<u>Sneha</u>
56	Mrs Shwetha Pai	<u>Shwetha</u> 2/6/25
	<u>P.G.Centre for M C A</u>	
57	Mrs Jayabharathi K P	<u>Jayabharathi</u>
58	Mrs Shailaja Kumari	<u>Shailaja</u>
59	Mrs Vaishnavi	<u>Vaishnavi</u>
60	Mr Karthik	<u>Karthik</u> 02/06/25
	<u>Department of Physical Education</u>	
61	Mr Avinash	<u>Avinash</u>
62	Mr Karthik N	<u>Karthik</u>
	<u>Library & Infn.Centre</u>	
63	Mrs Shruthi G	<u>Shruthi</u>



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

June 2, 2025

Meeting of IQAC with Teaching Staff, June 2025- Reg.

A meeting of the IQAC with Teaching Staff (UG & PG) including Librarian will be convened on Monday, June 02, 2025 at 11.00 A.M in the Seminar Hall.

Agenda of the Meeting:

1. Read and confirm the minutes of last meeting held on May 16, 2025
2. Intimation of date of AAA and preparation for the same.
3. Preparation for Graduation Day
4. Timeline for submission of Annual PBSA.
5. Finalize the date for submission of Plan of Action for the AY 2025-26.
6. Any other matters with the permission of the Chair.

Absentees of the Meeting:

1. Mrs. Rakshitha, Ms. Varshini, Ms. Manjula, Ms. Prathiksha, Department of Computer Science & Applications
2. Mrs. Vinoda Nayak, Department of Commerce
3. Ms. Megha, Centre for PG Studies in Commerce

Proceedings of the Meet:

At the outset, the IQAC Coordinator Mrs. Anasuya Bhagvath 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 16, 2025.

Mrs. Prathima V Baliga, IQAC Coordinator read the minutes of last meeting held on May 16, 2025 and it was confirmed and ratified.

2. Intimation of date of AAA and preparation for the same.

As discussed in the IQAC meeting, staff members were informed that the AAA will be held

on June 27, 2025, and were asked to prepare accordingly. The committee for the same was finalized.

3. Preparation for Graduation Day

As discussed in the IQAC meeting, staff members were informed that the Graduation Day for the Batch of 2021-2024 will be held on June 22, 2025. The Task force committee for the same was finalized.

4. Timeline for submission of Annual PBSA.

The Principal, Dr. Premalatha V, emphasized the submission of the Annual PBSA for the year in the prescribed format by June 17, 2025, to the Office of the IQAC for further processing.

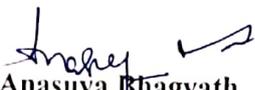
5. Finalize the date for submission of Plan of Action for the AY 2025-26

Keeping in mind the upcoming academic year, the IQAC Coordinator informed the faculty members to submit the action plan for the new academic year within a week from the date of formulation and intimation of the respective committees.

6. Any other matters with the permission of the Chair.

No other matter was discussed.

Assuring the best, the meet concluded with the vote of thanks proposed by the IQAC Coordinator, Mrs. Anasuya Bhagvath.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

June 30, 2025

Action Taken Report of IQAC with Teaching Staff, June 2025-Reg

1. AAA was conducted on June 27, 2025 and Graduation Day on June 29, 2025.
2. Teaching and Non-Teaching staff submitted the Annual PBSA for the year in the prescribed format by June 17, 2025, to the Office of the IQAC. It was further processed and action taken report was submitted to the management.


Mrs. Anasuya Bhagvath
Mrs. Prathima V Baliga
IQAC Coordinators


Dr. Premalatha V
Principal