



# ST. JOSEPH'S COLLEGE OF COMMERCE

(AUTONOMOUS)

No. 163, BRIGADE ROAD, BENGALURU - 560 025, INDIA

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

## TQM Meeting

Date : 11/06/2020

There will be a TQM meeting on Thursday 11<sup>th</sup> June 2020 at 11.15 a.m. in the College Board Room.

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	
3	Dr. Nirmala Joseph	
4	Ms. Sneha S. Rai	
5	Dr. D. Raja Jebasingh	
6	Dr. Antony Oliver	
7	Dr. Shivakami Rajan	
8	Dr. Suganthi Pais	
9	Dr. Ruqsana Anjum	
10	Ms. Komal A Dave	
11	Ms. Vedapradha	
12	Ms. Sumithra Sreenivasan	
13	Mr. Giridhar Naidu	
14	Dr. Theresa Rathi Rani	
15	Dr. Ritty Francis	
16	Dr. Deepika Joshi	
17	Mr. Vinay Kambipura	
18	Ms Raveena Roy	
19	Mr. GLADSON	
20	Dr. H. Lavakumari	
21	Dr. Sridhar LS	

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Phone : 080 - 25360644, 25360646 Fax : 080 - 25540378

E-mail : info@sjcc.edu.in | Website : www.sjcc.edu.in

## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date- 11th June 2020.**

**Time- 1115am**

**Venue- Board Room**

Agenda-

1. Students Co-curricular Activities
2. Feedback and Review of online Classes
3. Any other Matter

### **Members Present-(Online)**


Dr Daniel Fernandes, Fr. Arun Lobo,, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi,Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The Principal started the meeting with a prayer and read out the agenda.

### **Discussions**

<b>Subject/Issue</b>	<b>Matters/Suggestions</b>	<b>Discussion Outcome</b>	<b>Action To Be Taken</b>
Students Co-curricular Activities	Principal	The Student Council for the new academic year to be done online and the process that could be followed was discussed	Dr Lavakumar to plan out the modalities.
Association Activities	Principal	Online mode of activities to be explored	Mr.Vinay Kambipura to explore the process.
Feedback and Review of online Classes	Principal	Technical aspects and experience of online classes were discussed	All faculty members expressed comfortability of usage.
Any other matter	Principal	Language and practical classes problems of student interactions were expressed The counsellors put forth a report of the students complaints received	Concerned faculty members were instructed to innovate best practices for student engagement. Complaints from students were directed to the respective HODS for interactions with concerned students.

There were no other matter to be discussed and the meeting ended with a cordial note.

  
Dr. Shivalcam Ramesh  
IQAC Co-Ordinator  
St. Joseph's College of Commerce  
163, Brigade Road, Bangalore - 25



SJCC IQAC &lt;iqac@sjcc.edu.in&gt;

**TQM meeting on 30.07.2020**

1 message

Joys malini &lt;secretary@sjcc.edu.in&gt;

Tue, Jul 28, 2020 at 11:20 AM

To: arunibob@sjcc.edu.in, registrar sjcc <registrar@sjcc.edu.in>, viceprincipal shift1 <viceprincipalshift1@sjcc.edu.in>, Vice Principal <viceprincipalshift2@sjcc.edu.in>, coe <coe@sjcc.edu.in>, iqac <iqac@sjcc.edu.in>, "bcomhod ." <bcomhod@sjcc.edu.in>, BBA SJCC <bba@sjcc.edu.in>, pg hod <pghod@sjcc.edu.in>, veda pradha <veda@sjcc.edu.in>, sumitha greenivasan <sumitha@sjcc.edu.in>, Giridhar Naidu <giri.gib@gmail.com>, rathi david <rathidavid@sjcc.edu.in>, Ritty Francis <rittyfrancis@sjcc.edu.in>, deepika joshi <deepika@sjcc.edu.in>, vinay s <vinay@sjcc.edu.in>  
Cc: "principal @sjcc.edu.in" <principal@sjcc.edu.in>

Dear Staff members,

There will be a TQM meeting on Thursday 30<sup>th</sup> July 2020 at 11.00 a.m. Online (on MS Teams)

**Agenda:**

1. Discussion on the Academic Calendar 2020-2021.
2. Examination format and details- Academic year 2020-2021.
3. Incoming batch of 2020-2021: discussion on commencement of classes, orientation schedule etc.
4. Upcoming events- FDPs, Training programmes, seminars.
5. Staff Evaluation and Evaluation of the online platform.
6. Discussion on Student Council and Association Activities for the year.
7. Update on PARAMARSH Scheme.
8. Any other matter.

Regards,

Dr. Daniel Fernandes, SJ  
Principal

## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date-** 30<sup>th</sup> July 2020.

**Time-** 11:00 am

**Venue-Online Mteams**

### Agenda-

1. Discussion on the Academic Calendar 2020-2021.
2. Examination format and details- Academic year 2020-2021.
3. Incoming batch of 2020-2021: discussion on commencement of classes, orientation schedule etc.
4. Upcoming events- FDPs, Training programmes, seminars.
5. Staff Evaluation and Evaluation of the online platform.
6. Discussion on Student Council and Association Activities for the year.
7. Update on PARAMARSH Scheme.
8. Any other matter.

### Members Present-(Online)

Dr Daniel Fernandes, Fr. Arun Lobo,, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

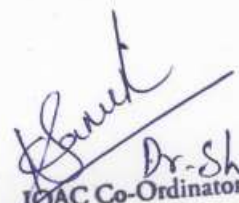
The Principal started the meeting with a prayer and read out the agenda.

### Discussions

Subject/Issue	Matters/Suggestions	Discussion Outcome	Action To Be Taken
Academic Calendar 2020-2021.	Principal and Vice Principal Shift I	The proposed academic calendar was read wrt to starting date, ending date, and the nos of working days for both odd and even semester.	Faculty members were to make note of the same to plan their classes.
Examination format and details- Academic year 2020-2021	Principal and COE	As there was large uncertainty looming due to the Covid pandemic, options of both online and off-line exams were discussed	COE, Vice-principals and HODS to take note.
Upcoming events- FDPs, Training programmes, seminars	HODS and Departmental Heads	The proposed FDPs during the offline mode was planned in discussion with the HODs through webinars	HODS

Staff Evaluation and Evaluation of the online platform	IQAC	Feedbacks process and questionnaires through Online was suggested	IQAC along with ERP to take this forward.
Update on Paramarsh	IQAC & Paramarsh Team members	Updates on proposed webinars and programs planned was deliberated	Paramarsh Team members to take this forward
Student Council and Association Activities	Principal	Association heads were advised to engage student through Mteams for all association activities. Student Governor to encourage the council members to bring innovative online programs for the students	Association heads and Student Governor.

There were no other matter to be discussed and the meeting ended with a cordial note

  
 Dr. Shivalcam Ramesh  
 IQAC Co-Ordinator  
 St. Joseph's College of Commerce  
 163, Brigade Road, Bangalore - 25



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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

12/11/2020

Date : .....

## Attendance Sheet:

There will be a TQM meeting on Thursday 12<sup>th</sup> November 2020 at 11.00 a.m. in the College Board Room.

### Agenda:

1. End Semester Examinations
2. NAAC discussion - future plan
3. Any other matter

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	
3	Dr. Nirmala Joseph	
4	Ms. Sneha S. Rai	
5	Dr. D. Raja Jebasingh	
6	Dr. Antony Oliver	
7	Dr. Shivakami Rajan	
8	Dr. Suganthi Pais	
9	Dr. Ruqsana Anjum	
10	Dr. Komal A Dave	
11	Ms. Sumithra Sreenivasan	
12	Ms. Vedapradha	
13	Dr. Theresa Rathi Rani	
14	Dr. Ritty Francis	
15	Mr. Giridhar Naidu	
16	Dr. Deepika Joshi	
17	Mr. Vinay Kambipura	

18. Mr. Nuksha



## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date- 12<sup>th</sup> November 2020.**

**Time- 11:00 am**

**Venue- Board Room.**

### **Agenda-**

1. End Semester Examinations
2. NAAC discussion – future plan
3. Any other matter

### **Members Present-**

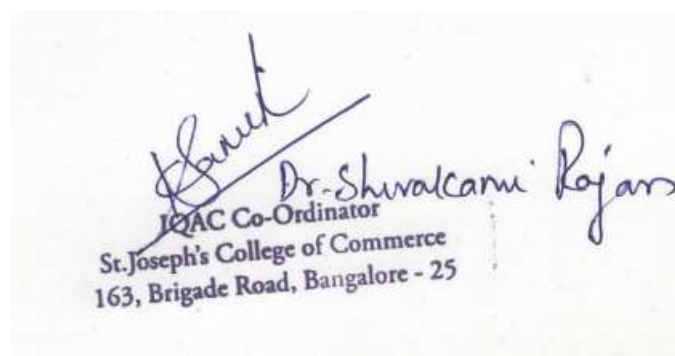
Dr Daniel Fernandes, Fr. Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The Meeting started with a small prayer by Fr. Principal and the house went in for discussion as the agenda. The discussions were as follows.

### **Discussions**

<b>Subject/Issue</b>	<b>Matters/Suggestions</b>	<b>Discussion Outcome</b>	<b>Action To Be Taken</b>
End Semester examination for AY 2020-21.	Principal and COE	Time Table of the exams to be finalized. The mode of examinations was decided as Multiple Choice Questions. Fees due List was read out to be communicated to students through class mentors.	All Faculty members and Class mentors
NAAC discussion – future plan	Principal	NAAC office request for dates for peer visits was communicated.	Vice-principals to take charge.
Any Other	Principal	A new staff member would be in charge of National MOUs henceforth. Mteams Classes and videos-possibility of archiving the data was discussed	International Desk to take note of this change. Mr. Vinay Kambipura was requested to explore the possibility of archival of Mteams data.

There were no other matter to be discussed and the meeting ended with a cordial note



Dr. Shivakami Rajan  
IQAC Co-Ordinator  
St. Joseph's College of Commerce  
163, Brigade Road, Bangalore - 25





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## Notice:

Date 21/11/2020

There will be a TQM meeting on Saturday 21<sup>st</sup> November 2020 at 9.30 a.m. in the College Board Room.

## Agenda:

1. Institutional Implementation of NEP 2020 - A Discussion
2. Any other matter

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	<i>[Signature]</i>
3	Dr. Nirmala Joseph	<i>[Signature]</i>
4	Ms. Sneha S. Rai	<i>[Signature]</i>
5	Dr. D. Raja Jebasingh	<i>[Signature]</i>
6	Dr. Antony Oliver	ABSENT
7	Dr. Shivakami Rajan	<i>[Signature]</i>
8	Dr. Suganthi Pais	<i>[Signature]</i>
9	Dr. Ruqsana Anjum	<i>[Signature]</i>
10	Dr. Komal A Dave	<i>[Signature]</i>
11	Ms. Sumithra Sreenivasan	<i>[Signature]</i>
12	Ms. Vedapradha	<i>[Signature]</i>
13	Dr. Theresa Rathi Rani	<i>[Signature]</i>
14	Dr. Ritty Francis	<i>[Signature]</i>
15	Mr. Giridhar Naidu	<i>[Signature]</i>

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E-mail : [info@sjcc.edu.in](mailto:info@sjcc.edu.in) [www.sjcc.edu.in](http://www.sjcc.edu.in)

MOM  
Not Read  
Discussion taken  
by Mr. Naidu

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Date : .....

Sl. No	Name	Signature
16	Dr. Deepika Joshi	<i>Deepika Joshi</i>
17	Mr. Vinay Kambipura	<i>Vinay Kambipura</i>
18	Dr. Rajaram	<i>Rajaram</i>
19	Dr. Nagaraj	<i>Nagaraj</i>
20	Dr. Augustin Amaldass	<i>Augustin Amaldass</i>
21	Dr. Sheela	<i>Sheela</i>
22	Ms. Muktha	<i>Muktha</i>
23	Dr. Lavakumar	<i>Lavakumar</i>
24	Mr. Thomas Mathew	<i>Thomas Mathew</i>

25. *Veeru Joy*

*Veeru*

## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date- 21<sup>ST</sup> November 2020.**

**Time- 0930AM**

**Venue- Board Room.**

### **Agenda-**

1. Institutional Implementation of NEP 2020-A discussion
2. Any other matter

### **Members Present-**

Dr Daniel Fernandes, Fr. Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

### **Special Invitees-**

Dr. Rajaram, Dr.Nagaraj, Dr.Augustine Amaldass, Dr.Sheela, Ms. Muktha, Dr.Lavakumar, Mr. Thomas Mathew, Ms. Veenu Joy.

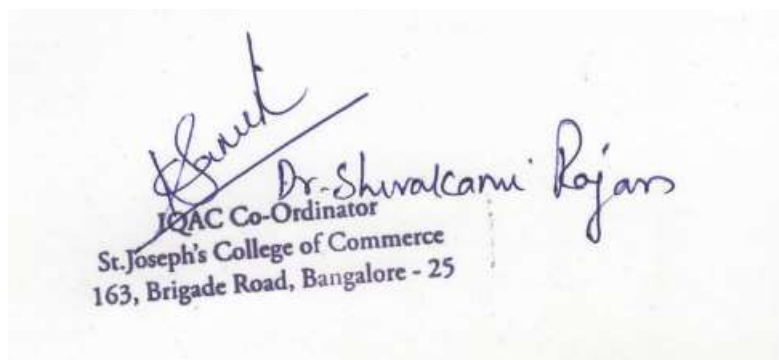
The Meeting started with a small prayer by Fr.Principal and the house went in for discussion as the agenda. The discussions were as follows.

### **Discussions**

<b>Subject/Issue</b>	<b>Matters/Suggestions</b>	<b>Discussion Outcome</b>	<b>Action To Be Taken</b>
Institutional Implementation of NEP 2020-A discussion	Principal	Karnataka Province Jesuit Task Force Committee to study NEP. NEP points pertaining to HEI was focused and discussion on each line item of the HEI's portion was discussed.	Mr.Vinay Kambipura was requested to collate all points of discussion and submit a report.
NAAC updates	Principal	Due to Covid NAAC officials has requested fresh dates as the earlier PEER Team visit date proposed were inconvenient. Fresh Dates were deliberated.	The team proposed six new dates in the month of January and February 2021 that could be communicated to the NAAC officials.
Any Other	IQAC	IQAC External Audit was proposed to be conducted on 18 <sup>th</sup> December. Requested the Steering Committee Members to be present for the Audit for the Audit Exit meet	IQAC
	Principal	Due to the increased collaborations at national and international level, a separate desk- National MOUs coordinated by a faculty staff is constituted	International desk to take note of this change.

		Mteams Videos and assignment Archival to be explored	Association Head incharge faculty was given the responsibility of this initiative.
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There were no other matter to be discussed and the meeting ended with a cordial note



Dr. Shivalcam Ramesh  
 IQAC Co-Ordinator  
 St. Joseph's College of Commerce  
 163, Brigade Road, Bangalore - 25

TQM meeting on Wednesday 25th November 2020 @11: 00am  Inbox x

**SJCC IQAC** <iqac@sjcc.edu.in>

Tue, Nov 24, 2020, 2:58 PM

to runlobo, registrar, viceprincipal, Vice, coe, me, bcomhod, BBA, pg, sumitha, veda, rathi, Ritty, giridhar, deepika, aug\_bang, Augustin, kumaresh, Asha, asha, rame: ▾

Dear Staff members,

There will be a TQM meeting on **Wednesday 25th November 2020** at **11.00 a.m. in the College Board Room.**

**Agenda:**

1. Covid- Task Force Committee -Guidelines Presentation & Deliberations
2. Any other matter

Kindly make yourself available for the meeting.

Regards,

Dr. Daniel Fernandes, SJ  
Principal

>

## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date- 25th November 2020.**

**Time- 0930am**

**Venue- Board Room**

**Agenda-**

1. Covid- Task Force Committee -Guidelines Presentation & Deliberations
2. Any other matter

### **Members Present-(Online)**

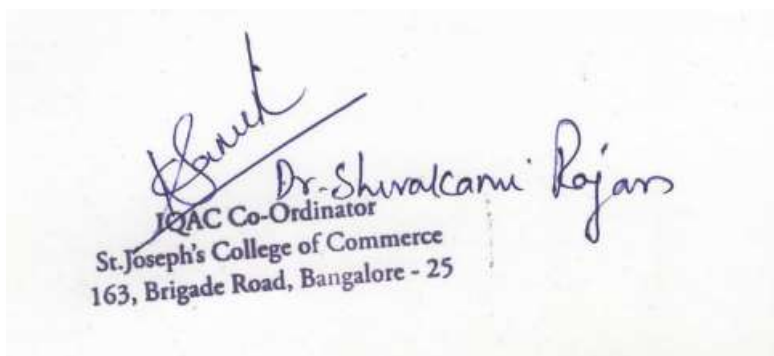
Dr Daniel Fernandes, Fr. Arun Lobo,, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The Principal started the meeting with a prayer and read out the agenda.

### **Discussions**

Subject/Issue	Matters/Suggestions	Discussion Outcome	Action To Be Taken
Covid- Task Force Committee -Guidelines Presentation & Deliberations	Principal	The Task Force Leader presented the SOP Document of staff, faculty and students	A second round of discussion more wrt to UGC guidelines. Counsellors to provide psychological help Students if only required, will need to have Covid Test negative certificate for entry into the premises. SOP finalized documents to be sent to Parents, Students and be made available on website Undertaking from students to abide by the guidelines.
NAAC	Principal	Brochure Committee head updated the status of the brochure preparation.	HODS and Evidence Teams need to be prepared as per the SOP for QLMS also.
Any Other Matter	Principal	FDPs plan and committee members for the month of December was finalized	FDP committee to meet and decide on topics

There were no other matter to be discussed and the meeting ended with a cordial note.



Dr. Shivakami Rajan  
IQAC Co-Ordinator  
St. Joseph's College of Commerce  
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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

## Notice:

Date 05/01/2021

There will be a TQM meeting on Tuesday 5<sup>th</sup> January 2021 at 2.00 p.m. in the College Board Room.

## Agenda:

1. The plan of new semester
2. Peer Team Visit
3. NAAC work updates
4. Any other matter

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	
3	Dr. Nirmala Joseph	
4	Ms. Sneha S. Rai	
5	Dr. D. Raja Jebasingh	
6	Dr. Antony Oliver	
7	Dr. Shivakami Rajan	
8	Dr. Suganthi Pais	
9	Dr. Ruqsana Anjum	
10	Dr. Komal A Dave	
11	Ms. Sumithra Sreenivasan	
12	Ms. Vedapradha	ABSENT
13	Dr. Theresa Rathi Rani	
14	Dr. Ritty Francis	



**ST. JOSEPH'S COLLEGE OF COMMERCE**

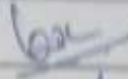
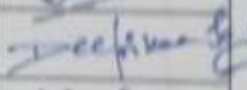
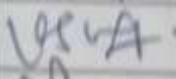

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Date : .....

Sl. No	Name	Signature
15	Mr. Giridhar Naidu	
16	Dr. Deepika Joshi	
17	Mr. Vinay Kambipura	
18	Ms. Muktha	
19	Ms. Veenu Joy	ABSENT
20	Mr. Raj Sadhwani	ABSENT

## **Internal Quality Assurance Cell-Minutes of the TQM Meeting.**

**Date- 05<sup>th</sup> January 2021.**

**Time- 2pm**

**Venue- Board Room**

### **Agenda-**

1. Plan of New Semester
2. PEER TEAM Visit
3. NAAC Work Updates
4. Any other.

### **Members Present-**

Dr Daniel Fernandes, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

### **Special Invitees-**

Ms. Muktha, Ms. Veenu Joy, Mr. Raj Sadhwani

### **Members Absent-**

Ms. Veenu Joy, Mr. Raj Sadhwani

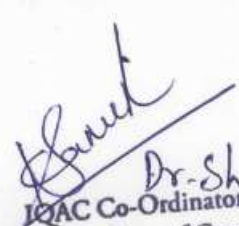
The Principal started the meeting with a prayer and read out the agenda.

### **Discussions**

<b>Subject/Issue</b>	<b>Matters/Suggestions</b>	<b>Discussion Outcome</b>	<b>Action To Be Taken</b>
Plan of New Semester	Principal and Vice Principal Shift I	The proposed semester date of opening 28 <sup>th</sup> was rescheduled to 4 <sup>th</sup> January 2021 delay of 5 days with working days of the semester was 94 days COE conveyed that the pattern of examinations would be similar to the previous year's schema- ie MCQ with the same marks allocation pattern to be followed. Annual report of all activities for the year would	Faculty members were to make note of the same to plan their classes.

		commence by Mid-March 2021. Placement activities would be kept open till April 2021.	
Peer Team Visit	Principal	The revised confirmed Peer Visit dates were 18 <sup>th</sup> and 19 <sup>th</sup> February 2021.	All faculty members to take note of this.
NAAC Updates	IQAC	Updates on Presentation, Brochure works and Documentations progress were given.	HODS
Any other	Principal and Registrar	Staff members to be conversant with all SSR data Forthcoming BCU visit as a part of autonomy renewal was informed BOS planned during January end was proposed to put off till the PEER Visit was over. College day was proposed to be held during 1 <sup>st</sup> Week of April 2021. Examination department work was appreciated by all members present.	Faculty members

There were no other matter to be discussed and the meeting ended with a cordial note

  
 Dr. Shivalcamu Rajan  
 IQAC Co-Ordinator  
 St. Joseph's College of Commerce  
 163, Brigade Road, Bangalore - 25



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**Notice:**

Date : 25/03/2021

There will be a TQM meeting on Thursday 25<sup>th</sup> March 2021 at 11.00 a.m. in the College Board Room.

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	
3	Dr. Nirmala Joseph	
4	Ms. Sneha S. Rai	
5	Dr. D. Raja Jebasingh	
6	Dr. Antony Oliver	
7	Dr. Shivakami Rajan	
8	Dr. Suganthi Pais	
9	Dr. Ruqsana Anjum	
10	Dr. Komal A Dave	
11	Ms. Sumithra Sreenivasan	
12	Ms. Vedapradha	
13	Dr. Theresa Rathi Rani	
14	Dr. Ritty Francis	
15	Mr. Giridhar Naidu	
16	Dr. Deepika Joshi	
17	Mr. Vinay Kambipura	

## Internal Quality Assurance Cell-Minutes of the TQM Meeting.

**Date- 25<sup>th</sup> March 2021.**

**Time- 11:00 am**

**Venue- Board Room**

### **Agenda-**

1. End Semester examination for AY 2020-21.
2. College /Department Clubs and Associations.
3. Academic Calendar for AY 2021-22.
4. Any other matter

### **Members Present**

Dr Daniel Fernandes, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

### **Member Absent:**

Fr.Arun Lobo.

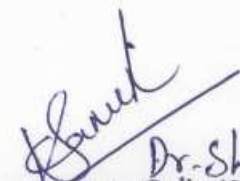
The Principal started the meeting with a prayer and read out the agenda.

### **Discussions**

<b>Subject/Issue</b>	<b>Matters/Suggestions</b>	<b>Discussion Outcome</b>	<b>Action To Be Taken</b>
End Semester examination for AY 2020-21.	Principal	On account of Surge 2 of Covid pandemic, Principal, COE, HODs and Registrar had a discussion of conduct of exam which was shared with the members present. Offline exams with 70 marks MCQS and 30 Marks Proctored were decided. MCQs would be administered through ERP.	Faculties were requested to send their MCQs centralized to exam department and were requested to conduct 30 marks proctored exams
Evaluation of Associations	Principal	Association activities and its outcome	Vice-Principal Shift II along with Association incharge would

		evaluation to be done	conduct this evaluation and submit a report.
Calender of 2021-22	Vice Principal Shift I	The proposed calendar was read out	All faculty members to prepare accordingly.
Any others	IQAC	Week Ranking updates were given Feedback from stakeholders was to be conducted	IQAC

There were no other matter to be discussed and the meeting ended with a cordial note



Dr. Shivalcam Ramesh  
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