



RAMAIAH
College of Arts, Science &
Commerce

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M S Ramaiah College of Arts, Science and Commerce

Re-accredited 'A' by NAAC, Permanently Affiliated to Bengaluru City University,
Approved by Government of Karnataka, Approved by AICTE, New Delhi,
Recognized by UGC under 2f & 12B of UGC act 1956



(National Institutional Ranking Framework, Ministry of Education, Govt of India)

Ranked 55th in NIRF India Ranking by MHRD, New Delhi

DBT Star College Scheme

INTERNAL QUALITY ASSUARANCE CELL-IQAC

MINUTES OF MEETING (MAY-OCTOBER)

Ref: MSRCASC/IQAC/Q2-2022-23

Date: 14/11/2022

Venue: IQAC Room, MSRCASC.

Time: 11 a.m.

In the Chair: Principal

Meeting commenced by Principal addressing the gathering.

Agenda:

- Confirmation of IQAC minutes of meeting held on 16/05/2022.
- Action taken report of previous meeting held on 16/05/2022.
- Review of activities happened in the last six months.
- Review of the implementation of NEP
- Discussion on the AQAR preparation for the academic year, 2022-23.
- Review on the establishment of new ERP system.
- Review of Faculty/ Staff development programs conducted on autonomous status.
- Industrial Collaborations/ MOUs.
- Review on the Star College Scheme status.
- Feedback.
- Any other items.

The following resolutions were passed in the meeting.

1. Confirmation of IQAC minutes of meeting held on 16/05/2022.

The minutes of previous meeting held on 16/05/2022 were read and confirmed.

2. Action taken report of previous meeting held on 16/05/2022.

Action taken report of previous meeting held on 16/05/2022 were read and confirmed by all the members.

3. Review of activities happened in the last six months.

A detailed presentation was given by Principal, Dr. Vatsala G. on the seminars, invited lectures and workshops happened from 16/05/2022 to 14/11/2022. External committee members cross checked whether the activities conducted are in compliance with the NAAC criterias aimed for the overall improvement of the academic and administration of the college. A detailed discussion was also carried out on the activities to be planned for the next semester.

4. Review of the implementation of NEP.

Though NEP was successfully implemented in RCASC, external committee members, Dr. Naveen and Dr. Anuradha Roy overviewed the smooth running of courses following the NEP systems. Members appreciated the staffs and faculty for maintaining the quality of work with accountability. The CEO of GEF insisted to make NPTEL, Swayam course mandatory for faculties and students to be encouraged to enroll.

5. Discussion on the AQAR preparation for the academic year, 2022-23.

The IQAC co-ordinator presented the status of the collection of quarterly data by the respective criteria in-charges. It was brought to the notice of the members that the last date to submit AQAR-2022-23 is December, 2023. IQAC has kept November, 2023 as the internal deadline for the upload of AQAR-2022-23 in NAAC portal.

6. Review on the establishment of new ERP system.

As per the previous meeting, committee discussed the drawbacks faced by the old ERP system followed in MSRCASC and the establishment of new ERP system by Heraizen Technologies. All the members unanimously accepted to proceed with Heraizen Technologies for the smooth conduction of the administration and teaching-learning process for the academic year 2022-23. The committee carried out an overall review on the implementation of new ERP and all members had provided satisfactory feedback on the newly implemented system in RCASC.

7. Review of Faculty/ Staff development programs conducted on autonomous status.

A review of the autonomous status and different orientation programs that are conducted for the faculties and staffs have been carried out in the meeting. The external members suggested for more brain storming sessions for the faculties and staffs for effective implementation of autonomy as well as to educate the staffs about their roles and responsibilities when we move to autonomous status. Committee also suggested the conduction of special training programs for the non-teaching staffs.

8. Industrial Collaborations and MOUs.

The external committee member, Dr. Naveen recommended bringing more Industrial collaborations to bridge the gap between Industry and academia. The IQAC co-ordinator updated about the already existing collaborations such as Biocon with the Department of Chemistry/Biochemistry. Dr. Anuradha Roy projected the importance of improving the number of working MOUs with other institutes for the development of the college. The co-ordinator agreed to bring more Industrial collaborations and working MOUs for the upcoming semester.

9. Review of the Star College Scheme status.

Principal briefed the star college scheme status by the Department of Biotechnology, Government of India for the four life science departments of the college. The committee reviewed the procurement of various instruments and the additional practicals being carried out under the scheme.

10. Review on Feedback.

The members have gone through the feedback on the curriculum collected by IQAC from all the stakeholders and suggested their recommendations. The external members requested Principal to convey the same to University through the Governing Council of the College.

Action Taken Report on the meeting held on 16/05/2022.

Sl No.	Plan of Action/Resolution Passed	Action Taken
1	Feedback from stakeholders	Feedback has been collected from stake holders using the google forms and submitted to principal for necessary action. Collection of feedback via new ERP

		“dhi” has been initiated.
2	Research Incentives	The incentives of research publications have been initiated to be availed by the faculties.
3	Faculty/Staff development programs	The staff and faculty development programs have been conducted as per the recommendations of the committee.
4	Value added Programs	Department wise and course wise value added programs have been conducted for the upgradation of the knowledge of the students and it is made mandatory for the students as per the previous committee recommendations.
5	Remedial Classes	Departments have been instructed to conduct remedial classes on regular basis to help students combat the examination stress and it is reviewed seriously by the IQAC.
6	Mentor-mentee	Faculties have been instructed to counsel the students individually to provide them moral and psychological support. Mentor-mentee meetings to be conducted via ERP from the next semester onwards.
7	PTM	Parents-teachers meeting is conducted on quarterly basis to have faculty interaction with the parents.

		A report of the same to be given to IQAC.
8	Implementation of new ERP	As per the previous committee, new ERP system is implemented.

Members present for the meeting

Sl. No.	Name	Designation	IQAC Designation
1	Dr. Vatsala G.	Principal	Chairperson
2	Sri. B. S. Ramaprasad	CEO	Management Representative
3	Sri. G. Ramachandra	COF	Management Representative
4	Prof. Vijayalaxmi Ramesh	Professor	IQAC Co-ordinator
5	Sri. S. Hanumantha Reddy	Accounts Manager-	Administrative officer
6	Sri. Vishwanatha Kulkarni	Accounts Manager-	Administrative officer
7	Dr. Akshatha G. Athreya	Assistant Professor	Academic member
8	Dr. Bharath K. Devendra	Assistant Professor	Academic member
9	Dr. Radha Dayanidhi	Assistant Professor	Academic member
10	Dr. Poornima D.	Assistant Professor	Academic member
11	Ms. Suma C.	Assistant Professor	Academic member
12	Mr. Md. Azhar Hussain	Assistant Professor	Academic member
13	Dr. Smrithi S. P.	Assistant Professor	Academic member
14	Dr. Anuradha Roy	Former Principal, Sheshadripuram Degree College and NAAC peer committee member	External member

15	Dr. Naveen Kumar C. M.	Principal, Jain College, Bengaluru	External member
16	Dr. Nayana Borah	Alumni	Member
17	Mr. Ramesh Kumar	Industry Expert	Member
18	Mr. Amogh Hegde	Student Representative	Member

Vijayalakshmi

IQAC Co-ordinator

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