



19-20  
**SRI POORNAPRAJNA EVENING COLLEGE, UDUPI – 576101**

ಶ್ರೀ ಪೂರ್ಣಪ್ರಜ್ಞಾ ಸಂಧ್ಯಾ ಕಾಲೇಜು, ಉಡುಪಿ - ::::: :::::

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NAAC Re-Accredited -B

Email: [spppecudupi@gmail.com](mailto:spppecudupi@gmail.com), Phone: 0820 2520743 Fax : 0820 2525676

SPPEC/IQAC/2019-20

Date: 19/06/2019

## **IQAC**

IQAC meeting with Faculty Members was held in the room no. 54 on 19<sup>th</sup> June 2019.

### **Agenda of the meeting:**

- 1) Preparation of Academic Calendar for the year 2019-20
- 2) Faculty Development Programme for the year 2019-20
- 3) Any other Matter

### **Members Present**

- |                                   |                               |       |
|-----------------------------------|-------------------------------|-------|
| 1. Dr. Sukanya Mary J             | - Principal                   | - sd/ |
| 2. Smt. Durgalaxmi                | - Coordinator /HOD of History | - sd/ |
| 3. Smt. Shalini                   | - HOD of Sociology            | - sd/ |
| 4. Dr. Ramakrishna Udupa          | - HOD of Sanskrit             | - sd/ |
| 5. Sri Vinayaka Pai               | - Lecturer in Commerce        | -sd/  |
| 6. Sri Santosh Kumar              | - HOD of Commerce             | - sd/ |
| 7. Sri Sandeepkumar Sathyamoorthy | - HOD of English              | - sd/ |
| 8. Sri Sushanth Nayak             | - Lecturer in Commerce        | - sd/ |
| 9. Sri Chandrashekhar             | - HOD of Economics            | - sd/ |
| 10. Sri Chiranjana K Sherigar     | - Lecturer in Commerce        | -sd/  |
| 11. Sri Raghavendra G G           | - Lecturer in Commerce        | - sd/ |
| 12. Smt Gowri Shenoy              | - Lecturer in Commerce        | - sd/ |
| 13. Sri Premnath                  | - Lecturer in History         | - sd/ |
| 14. Sri Karthik Nayak             | - Lecturer in Commerce        | - sd/ |
| 15. Sri Nagaraj                   | - Lecturer in Commerce        | - sd/ |
| 16. Sri Mohandas Naik             | - Office Superintendent       | - sd/ |



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## Decisions taken:

- 1) Decided to prepare academic calendar as per the guidelines of Affiliating University
- 2) Decided Introduce value added course by the Sanskrit Department for the academic year 2019-20

Mrs. Durgalaxmi the coordinator of IQAC welcomed the chairperson and other faculty members and thanked all the members for their active participation.

## Compliance:

- 1) Academic Calendar prepared as per the guidelines affiliating University
- 2) The department of Sanskrit conducted value added course on Rasa Sidhantha and Kavya Thatvam

*Durgalaxmi*

Coordinator  
Internal Quality Assurance Cell  
Sri Poornaprajna Evening College,  
Udupi - 576 101

*Srip*

Principal  
Principal  
SRI POORNAPRAJNA EVENING COLLEGE  
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**SPPEC/IQAC/2019-20**

**Date: 07/08/2019**

## **IQAC**

IQAC meeting with Faculty Members was held in the room no. 55 on 07<sup>th</sup> August 2019.

### **Agenda of the meeting:**

- 1) Improvement in the curriculum planning and implantation
- 2) Certificate courses for the academic year
- 3) Any other Matter

### **Members Present**

- |                                    |                               |       |
|------------------------------------|-------------------------------|-------|
| 1. Dr. Sukanya Mary J              | - Principal                   | - sd/ |
| 2. Smt. Durgalaxmi                 | - Coordinator /HOD of History | - sd/ |
| 3. Dr. Ramakrishna Udupa           | - HOD of Sanskrit             | - sd/ |
| 4. Sri Sandeepkumar Sathyamoorthy- | HOD of English                | - sd/ |
| 5. Sri Sushanth Nayak              | - Lecturer in Commerce        | - sd/ |
| 6. Sri Chandrashekhar              | - HOD of Economics            | - sd/ |
| 7. Smt Gowri Shenoy                | - Lecturer in Commerce        | - sd/ |
| 8. Sri Chiranjana K Sherigar       | - Lecturer in Commerce        | - sd/ |
| 9. Sri Raghavendra Hegde           | - Lecturer in Commerce        | - sd/ |
| 10. Smt. Shreelata Acharya         | - Lecturer in Economics       | - sd/ |
| 11. Smt Gowri Shenoy               | - Lecturer in Commerce        | - sd/ |
| 12. Sri Premnath                   | - Lecturer in History         | - sd/ |
| 13. Sri Ramananda Rao              | - Lecturer in Kannada         | - sd/ |
| 14. Sri Karthik Nayak              | - Lecturer in Commerce        | - sd/ |
| 15. Sri Nagaraj                    | - Lecturer in Commerce        | - sd/ |
| 16. Sri Ranjith Hegde              | - Librarian                   | - sd/ |
| 17. Sri Mohandas Naik              | - Office Superintendent       | - sd/ |

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### **Decisions taken:**

- 1) Decided to depute the teachers to attend the subject related workshops and seminars by sanctioning 4 days OOD per semester as per the circular of Regional Joint Director of Collegiate Education.
- 2) Decided to introduce certificate course in linguistics by the department of languages.
- 3) Decided to create a counseling cell in the college to strengthen the mentoring system as per the guidelines given by the Vice-Chancellor of Affiliating University.

Mrs. Durgalaxmi the coordinator of IQAC welcomed the chairperson and other faculty members and thanked all the members for their active participation.

### **Compliance:**

- 1) The teachers attended the workshops conducted by the subject Associations and affiliating university. The OOD facility was provided to them.
- 2) The Departments of languages prepared the syllabus to introduce certificate courses in the year 2020-21
- 3) A college level counselling cell has been created with the following members

Smt Shalini	HOD of Sociology	Coordinator
Smt Lavita D'Souza	Lecturer in Commerce	Member
Prof. Sripathi G U	Guest Faculty of Sociology	Adviser
Dr Ramakrishna Udupa	HOD of Sanskrit	Member

**Durgalaxmi  
Coordinator**

**Internal Quality Assurance Cell  
Sri Poornaprajna Evening College  
Udupi - 576 101**

**Principal  
Principal**

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**SPPEC/IQAC/2018-19**

**Date: 28/12/2019**

## **IQAC**

The meeting of the Composition of IQAC was held on 28.12.2019 at IQAC room.

### **Agenda of the meeting:**

- 1) Presentation of the AQAR for the year 2018-19
- 2) Future plans of the Institution

### **Members Present**

- |                                |                             |       |
|--------------------------------|-----------------------------|-------|
| 1. Dr. Sukanya Mary J          | - Chairperson               | - sd/ |
| 2. Smt. Durgalaxmi             | - Coordinator               | - sd/ |
| 3. Smt. Shalini                | - Member                    | - sd/ |
| 4. Dr. Ramakrishna Udupa       | - Member                    | - sd/ |
| 5. Sri Vinayaka Pai            | - Member                    | - sd/ |
| 6. Sri Mattu Laxminarayana Rao | - Alumini Representative    | - sd/ |
| 7. Sri Santosh Kumar           | - Member                    | - sd/ |
| 8. Dr. M.R. Hedge              | - Management Representative | - sd/ |
| 9. Sri Mohandas Naik           | - Office Superintendent     | - sd/ |

### **Decisions taken:**

- 1) The members approved the AQAR of the year 2018-19. It is resolved to submit the AQAR to NAAC
- 2) Decided to conduct one week online certificate course on Digital Teaching Technics
- 3) Decided to create counseling cell for the holistic development of student's personality.
- 4) Decided to motivate the teachers to participate in online certificate courses through SWAYAM or – E-Pathashala

Mrs. Durgalaxmi the coordinator welcomed the chairperson and other members of IQAC and thanked all the members for their active participation.



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**Compliance:**

- 1) AQAR has been submitted on 28.12.20219
- 2) The existing students counselling cell has taken steps to promote ethical values among the students by regular personal counselling.
- 3) The following faculty members completed certificated course from SWAYAM  
Smt Shreelatha Acharya, Asst. Professor of Economics  
Smt. Shalini, Asst. Professor of Sociology

*Durgalaxmi*

Durgalaxmi

Internal Quality Assurance Cell  
Sri Poornaprajna Evening College,  
Udupi - 576 101

*Smt B*

**Principal**

**Principal**

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**SPPEC/IQAC/2019-20**

**Date: 06/05/2020**

## **IQAC**

A Virtual Meeting of the Composition of IQAC was conducted through telephonic conversation on 06.05,2020.

### **Agenda of the meeting:**

- 1) Implementation of the order of the Commissioner of the Collegiate Education Dated: 04.05.2020.
- 2) Submission of Data for the affiliation to the University.

### **Members Participated in the Meeting**

- |                                 |                             |
|---------------------------------|-----------------------------|
| 1. Dr. Sukanya Mary J           | - Chairperson               |
| 2. Smt. Durgalaxmi              | - Coordinator               |
| 3. Sri Pradeep Kumar            | - Management Representative |
| 4. Sri Sandeepkumar Sathyamuthi | - Member                    |
| 5. Smt. Shalini                 | - Member                    |
| 6. Dr. Ramakrishna Udupa        | - Member                    |
| 7. Sri Vinayaka Pai             | - Member                    |
| 8. Sri Mattu Laxminarayana Rao  | - Alumni Representative     |
| 9. Sri Yashpal Suvarna          | - Industrialist             |
| 10. Sri Santosh Kumar           | - Member                    |
| 11. Sri Mohandas Naik           | - Office Superintendent     |

### **Decisions taken:**

- 1) Decided to conduct Online Classes to Complete the portions remained before Lock down and the teachers are requested to submit the details to the Principal
- 2) Mentors were directed to keep in touch with their mentees and to give personal counselling to keep the students Psychologically strong
- 3) Decided to conduct online examination for the genuine absentees for internal assessment marks
- 4) Admission committee for the year 2020-21. Mr. Santhosh Kumar HOD of Commerce is the coordinator of the committee
- 5) Decided to create a following committee to prepare the appraisal and account of the faculty member  
Smt. Durgalaxmi  
Sri Sandeepkumar Sathyamurty  
Sri K.S. Somayaji
- 6) Mr. Manjunath Jogi the Physical Director is directed to prepare a Video and send it to the students improve the fitness and to prepare the action plan for the Games & Sports activities



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Mrs. Durgalaxmi the coordinator welcomed the chairperson and other members of IQAC and thanked all the members for their active participation.

**Compliance:**

1. Online classes were conducted by creating WhatsApp Groups and records were submitted to the Principal
2. Conducted by mentors
3. Conducted by the subject teachers
4. The Principal created the Admission committee and process of admission has been started in May 2020 as per the circular of affiliating university and the Commissioner of Collegiate Education Govt. of Karnataka
5. Staff appraisal - Prepared
6. Prepared

*Durgalaxmi*

Durgalaxmi  
Coordinator  
Internal Quality Assurance Cell  
Sri Poornaprajna Evening College,  
Udupi - 576 101

*[Signature]*

Principal  
Principal  
SRI POORNAPRAJNA EVENING COLLEGE  
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