



SHRI DHARMASTHALA MANJUNATHESHWARA COLLEGE OF BUSINESS MANAGEMENT

MANGALORE - 575 003 (DAKSHINA KANNADA)

Office : 0824-2494186
Principal : 0824-2496980

NAAC Reaccredited (2017)
with 'A' Grade

Fax : 0824-2494186
E-mail : sdmcbm@gmail.com
Website : www.sdmcbm.ac.in

Composition of IQAC 2018-2019

1. Chairperson : Prof. Aruna P. Kamath, Principal
2. Coordinator : Dr. Muraldihara Rao K.S., Vice Principal
Mrs. Shashikala Shetty, Asst. Professor, BCA department
3. Faculty Members : Mrs. Smitha, Dean of BBM department
Mrs. Divya Uchil, Dean of BCA department
Mrs. Gayathri, Dean of BA(HRD) department
Mrs. Manju, Dean of Commerce department
Mrs. Arun F. Sequeira, HOD of BCA department
Mrs. Jeevitha, HOD of Kannada department
4. Administrative Staff : Mrs Usha Kiran K.N, F.D.A, Office Representative
5. External Expert : Mr. Clement D'Souza, M.A., M.Phil [Specialized in
econometrics and quantitative economics], Vice
Principal, & Associate. Professor, St. Joseph College,
Bangalore,
Mr. Ashwin Mendonca, Assistant Professor, Govt. College,
Haleyangadi,
6. Industry representative : Mr. Karthikeya, Karthik Enterprises, Baikampady
7. Alumni Representative : Mrs. Nanditha Acharya, Entrepreneur, (Alumni)
8. Student representative : Roshin Alex John, BBA,
Nelson Jack Lobo, BCA,
Pranith Kotian, BA(HRD),
Anil P M, BCOM.
9. Management Representative : Dr. B. Yashovarma, Secretary, SDME Society

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Principal
Shri Dharmasthala Manjunatheshwara
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QAC MEETING for the academic year 2018-2019

Date: 2 July 2018

Members Present

IQAC

1	Mrs. Aruna P Kamath	Principal, Chairman	<i>Aruna</i>
2	Dr. Muralidhar Rao, K. S.	Vice Principal, Coordinator	<i>Muralidhar</i>
3	Mrs. Shashikala Shetty	Asst. Professor, Coordinator	<i>Shashikala</i>
4	Mr. Clement D'Souza	Vice Principal and Associate Professor, St. Joseph College Bangalore External Expert	<i>cds</i>
5	Mr. Ashwin Mendonca	Assistant Professor, Govt. College, Haleyangadi, External Expert	<i>Ashwin</i>
6	Dr. B. Yashovarma	Secretary, SDME Society, Ujire, Management Representative	<i>B. Yashovarma</i>
7	Mr. Karthikeya	Proprieter, Karthik Enterprises, Industry Representative	<i>Karthikeya</i>
8	Mrs. Nanditha Acharya	Entrepreneur, Alumni Representative	<i>Na</i>
9	Mrs. Divya Uchil	Dean. BCA Department, Member	<i>Divya</i>
10	Mrs. Smitha	Dean, BBA Department, Member	<i>Smitha</i>
11	Mrs. Jeevitha D.	HOD, Language Department, Member	<i>Jeevitha</i>
12	Mr. Arun Francis Sequeira	HOD, BCA Department, NAAC coordinator, Member	<i>Arun</i>
13	Mrs. Manju	Dean, BCOM Department, Member	<i>M. Manju</i>
14	Mrs. Gayathir K.	Dean, BA(HRD) Department, Member	<i>Gayathir</i>
15	Mrs. Ushan Kiran K.N.	FDA, Administrative Staff,	<i>Ushan</i>
16	Mr. Roshin Alex John, BBA,	Student Representative	<i>Roshin</i>
17	Mr. Nelson Jack Lobo, BCA,	Student Representative	<i>Nelson</i>
18	Mr. Pranith Kotian, BA(HRD),	Student Representative	<i>Pranith</i>
19	Mr. Anil P M, BCOM.	Student Representative	<i>Anil</i>

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Extended IQAC

20	Thilakraj G	39	Deepashree G Shenoy
21	Madhumathi J Raja	40	Prasanna Kumar T
22	Shashikala Shetty	41	Salian Parinitha
23	Renuthakshi	42	Gururaj G
24	Kavitha Prabhu	43	Sumesh Matada
25	Deepa D Hegde	44	Kavya U
26	Shashikala K G	46	Praveena D
27	Sowmya Jyothi	47.	Sanjana
28	Jyothi	48.	Bhat S Sneha Ganesh
29	Shashiprabha	49.	Akshith Kumar K
30	Supritha A	50.	Kavitha K
31	Shalini M	51.	Hemalatha
32	Anasuya	52.	Prakriti Bhandary
33	Reshmi B R	53.	Divya Naveen
34	Shwetha Y	54.	shreeprajna
35	Veena D Kotian	55.	Mural Henrita Cutinha
36	Preethika Dharmapal	56.	Shekar Madival
37	Rashmi T	57.	Usha Kiran K.N.
38	Sowmya Hedge	58.	Muralidhar Hegde

(Signature)
Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE

Principal
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ACTION TAKEN REPORT FOR THE ACADEMIC YEAR 2017-2018

- Mr. Muralidhar Hegde reported that the faculties were being benefitted from D space.
- Committee formation of dry run inspection.
- Mrs. Shashikala Shetty, IQAC Co-Ordinator reported that the committee was formed for dry run inspection.
- It was reported that the Dry run inspection report was conducted successfully by the IQAC members.
- It was reported that the revised calendar of the university was issued to the students and faculty.
- It was reported that Departmental and Association plan of Action for the semester was submitted by the respective departments and associations.
- It was reported that Major events of the college were conducted smoothly.
- It was reported that A workshop on NACC New Methodology was organized for the faculties.
- It was reported that Yoga training Programme was organized for students from 11 to 20 December 2018.
- It was reported that all the documents of the activities conducted were recorded systematically along with clear photos of the event.
- It was reported that the submission of SSR was submitted by the faculties.
- It was reported that all the faculties submitted their documents to gear up for NAAC visit.
- It was reported that the following estimates were be sent to the management for approval.
- Estimate for painting the building.
- Estimate for mirror maintenance and repair.
- Installation of CCTV.
- It was reported that NAAC coordinators had prepared a schedule to create awareness among all faculty members.
- It was reported that all the class advisors had briefed the students about NAAC visit and importance of the same.
- It was reported that the Subject teachers gave the awareness on different methodologies used in particular subject while using them.
- It was reported that the faculty decided the names of few overall students to receive best outgoing students in various aspects.
- It was reported that the faculty had decided the list of the students to receive best outgoing in various aspects and the Feedback was analyzed by IQAC and based on the finding, suggestions were given in the staff meeting.



Muralidhar
Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE.

ACTION TAKEN REPORT FOR 2018- 2019

AGENDA

- QAC 18 -19/1.1 Calendar for the academic year.
- QAC18-19/1.2 Formation of SQAC.
- QAC18-19/1.3 Formation of departmental vision, mission, objectives and learning outcome.
- QAC18-19/1.4 Standard format of skill enhancement and extension activities of department and associations.
- QAC 18-19/1.5 Orientation and Re-Admission for the new academic year 2018-2019.
- QAC 18-19/1.6 Research and conference.
- QAC17-18/1.7 Academic Audit.
- QAC 18-19/1.8 Short term courses for students.
- QAC 18-19/1.9 Sakaala programme for faculty.
- QAC 18-19/1.10 Institutional initiatives to be considered for PBSA.
- QAC 18-19/1.11 Restructuring of the formats of IQAC.
- QAC 18-19/1.12 FDP by IQAC for the faculty.
- QAC 18-19/1.13 Annual plan of action.
- QAC 18-19/1.14 NAAC seminar.
- QAC 18-19/1.15 Best practices for the academic year.
- QAC 18-19/1.16 PBSA aspects to be evaluated.
- QAC 18-19/1.17 Leadership programme for students.
- QAC 18-19/1.18 Suggestions received from external IQAC members.
- QAC 18-19/1.19 Presentation of Annual plan of action to the management.
- QAC18-19/1.20 Recomposition of IQAC.
- QAC18-19/ 1.21 IQAC Bulletin Sync Vision.
- QAC18-19/1.22 NAAC seminar organized at Ujire.
- QAC18-19/1.23. Presentation of Conference Attended.
- QAC18-19/1.24 FDP on counselling for the students and faculty.
- QAC 18-19/1.25 Staff Sports Meet.
- QAC18-19/1.26 New pattern of choice Based System.
- QAC18-19/1.27 Fest forum.
- QAC18-19/1.28 NSS camp.
- QAC18-19/1.29 Minor research and conference attended by faculties.
- QAC18-19/1.30 PBSA.
- QAC18-19/1.31 Vivekotsav.
- QAC18-19/1.32 Awards for the best students.



- QAC18-19/1.33 Sports day.
- QAC18-19/1.34 College Day.
- QAC18-19/1.35 Short term Courses.
- QAC18-19/1.36 Extension activities.
- QAC18-19/1.37 D-Space in the Library websites.
- QAC18-19/1.38 Admission 2019-2020.
- QAC18-19/1.39 Academic audit.
- QAC18-19/1.40 Re-Launch of college website in English and Kannada.
- QAC18-19/1.41 Formation of committee.
- QAC18-19/1.42 Calendar for the academic year.
- QAC18-19/1.43 Readmission of students for even semester.
- QAC18-19/1.44 PTA office bearers.
- QAC18-19/1.45 Discussion on feedbacks
- QAC18-19/1.46 NSS Orientation
- QAC18-19/1.47 Orientation of Literary Association
- QAC18-19/1.48 Orientation of Consumer Club “Samvradhi”
- QAC18-19/1.49 Orientation of SCAN Association
- QAC18-19/1.50 Orientation of Marketing Association
- QAC18-19/1.51 Orientation of Fine Arts Association
- QAC18-19/1.52 Orientation of Commerce Association
- QAC18-19/1.53 Orientation of Career Guidance and Placement Cell
- QAC18-19/1.54 Library orientation programme
- QAC18-19/1.55 Orientation of Finance Association
- QAC18-19/1.56 Orientation of HRD Association“Resource Hub”
- QAC18-19/1.57 Orientation of Business Law Association
- QAC18-19/1.58 Orientation of EDP Association
- QAC18-19/1.59 Orientation of Economics Association
- QAC18-19/1.60 Orientation of Youth Red Cross Association
- QAC18-19/1.61 Orientation of Rovers and Rangers Association
- QAC18-19/1.62 FDP on “21 Century Learning Design - A Brief Introduction”
- QAC18-19/1.63 FDP on “The Active Learning Classroom : Strategies for Educators”
- QAC18-19/1.64 FDP on “Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices”



QAC18-19/1.65 FDP on “Server File Management”

QAC18-19/1.66 FDP on “Enhancing Network speed by compressing data”

QAC18-19/1.67 FDP on Choice Based Credit System

QAC18-19/1.68 FDP on Group Mediclaim Policy

QAC18-19/1.69 Disaster Management Training Programme by Red Cross Unit

QAC18-19/1.70 Soft Skill Programme by NSS Unit

QAC18-19/1.71 blood Donation Camp by NSS unit

QAC18-19/1.72 Awareness on Traffic Management and Road Safety by Rovers and Rangers

QAC18-19/1.73 Yoga Training Programme by Rovers and Rangers

QAC18-19/1.74 Awareness programme for Voters by Rovers and Rangers

QAC18-19/1.75 First-Aid Training Programme by Red Cross Unit

QAC18-19/1.76 Self- Defence Training Programme by Women's Cell

QAC18-19/1.77 Human Rights Day

QAC18-19/1.78 University Level Management Fest – Genesis 2017

QAC18-19/1.79 INSPIRE 2017 is an interclass fest

QAC18-19/1.80 Synergy 2018, two days National Level Management Fest

QAC18-19/1.81 Sygma 2018, a State Level IT Fest

QAC18-19/1.82 Vivekotsava 2018”an inter-collegiate fest

QAC18-19/1.83 YASHA-An Interface with Industry and Students

QAC18-19/1.84 Workshop on “Social Entrepreneurship” (1 February 2018)
SAKALA

QAC18-19/1.85 Animation of Curricular and Co-Curricular Activities and Sharing of
Best Practices



MINUTES OF THE MEETING

QAC 18 -19/1.1 Calendar for the academic year

Principal pointed out that calendar for the academic year should be drafted and the faculties can give their suggestion to Mrs. Veena, Coordinator of the Prospectors and College calendar committee by 13 of April.

QAC18-19/1.2 Formation of SQAC

Mr. Arun F. Sequeira, NAAC coordinator pointed out the formation of SQAC should be relooked into. After a thorough discussion, composition of SQAC was finalized and Mrs. Gayathri, Coordinator of student council was given the responsibility.

QAC18-19/1.3 Formation of departmental vision, mission, objectives and learning outcome.

Principal said that all the departments had to form a departmental vision, mission, objectives and learning outcome of the particular stream. Further the IQAC members had drafted 5 alternative Vision statements. After a thorough discussion, the Vision statement was finalized. Based on this, alternative Mission was framed

QAC18-19/1.4 Standard format of skill enhancement and extension activities of department and associations.

Principal called upon the Deans to have a number of built-In programmes so that good activities are continued on a sustainable basis for the overall growth of the student.

QAC 18-19/1.5 Orientation and Re-Admission for the new academic year 2018-2019

Deans formed the admission committee under the guidance of Principal. Mrs. Gayathri was appointed as the coordinator and Principal instructed her to form the panel based on the university examinations duties of the faculty.

QAC 18-19/1.6 Research and conference

Principal instructed the faculties to prepare minor research and conference proposal so that they can be forwarded to UGC. She instructed Dr. Muralidhar Rao, Coordinator of research Committee to follow the matter.

QAC17-18/1.7 Academic Audit

Mrs. Shashikala Shetty, IQAC coordinator said that Academic Audit will be conducted at the end of the semester IQAC members gave their feedback and submitted the same to her.

QAC 18-19/1.8 Short term courses for students.

Mrs. Divya Uchil, Dean BCA said that a few new short term courses are proposed by BCA faculty, Principal gave her the responsibility of scrutinizing and finalizing it.

QAC 18-19/1.9 Sakaala programme for faculty.

Principal said that the Joint Director office will be conducting sakaala training programme for the principal and staff of college. Principal entrusted the responsibilities of organizing the same to Mrs. Divya uchil.

QAC 18-19/1.10 Institutional initiatives to be considered for PBSA

Deans came up with list of activities to be reflected in the PBSA. After a thorough discussion it was finalized.

QAC 18-19/1.11 Restructuring of the formats of IQAC

NAAC coordinator Mr. Arun F Sequeira and IQAC coordinator Mrs. Shashikala Shetty presented various formats of IQAC which are restructured. After the discussion they were finalized. Principal said that in future these formats will be sent in soft copy to IQAC by the departments and associations.



QAC 18-19/1.12 FDP by IQAC for the faculty

Principal entrusted the responsibility of organizing FDP to IQAC coordinator Mrs. Shashikala Shetty on 22nd June 2018. She accepted it.

QAC 18-19/1.13 Annual plan of action

Principal said that all departments and associations should conduct their own meetings to prepare Annual Plan of Action and submit them to the IQAC for review.

QAC 18-19/1.14 NAAC seminar

Principal said that as per the instructions received from the Secretary, NAAC seminar will be held on 28 July 2018 for the entire SDM institution and hence directed NAAC coordinator Mr. Arun F. Sequiera to coordinate the same.

QAC 18-19/1.15 Best practices for the academic year.

Best practices for the academic year are listed as below:

- Formation of new Bio data format for first year students which will be passed on to the subsequent class advisors.
- Creation of USERID for NAAC 2022 for all individual faculty and students.
- Formation of lesson plan format.
- Formation of committee Handbook.
- Maintenance of EC/CC marks participation records in the college calendar. Skill enhancement activities participated by the student should be recorded in the calendar and affix the signature of class advisor for evaluation of EC/CC marks.
- Proposal to evaluate the class performance of the teachers by Deans.

QAC 18-19/1.16 PBSA aspects to be evaluated.

Mr. Thilak Raj Coordinator PBSA said that the points to be evaluated in the PBSA has been finalized and mailed to the management. Aspects to be considered in PBSA was presented by the principal which was agreed upon by all.

QAC 18-19/1.17 Leadership programme for students.

Mrs. Shashikala Shetty Coordinator of IQAC said that IQAC along with Student council organized a training programme for members of student council on 10 July 2018 in the college auditorium. The resource person for this programme was Mr. Joselyn T Lobo, Associate Professor, School of Social Work, Roshni Nilaya, Mangaluru. The objective of this programme was to acquaint the students with requisite knowledge on leadership qualities, as council members have the responsibility to assume leadership roles.

QAC 18-19/1.18 Suggestions received from external IQAC members

Important Suggestions received from External IQAC members are:

1. Benchmark the institution by comparing with other standard performing institution and study their practice.
 - Chose very eminent institutions.
 - Peer bench marking – Choose those institutions similar to you.
 - SWOC of other departments in the own institution.
2. Localize the best practice according to requirement and resources.
3. Plan and research to reduce the gap between goals and practice.



4. Promote professional organization development - through sharing the inputs got by faculties deputed for programme.
5. IQAC members can visit the department to ensure the programmes chalked out are based on department vision and mission.
6. Internationalize the institution by collecting NRI data and follow up through them to popularize the institution.
7. Gather information from old students about skill requirements.
8. Add new developments to the subject in the curriculum of every subject.
9. Teaching evaluations to be done by HOD's and their own suggestions can be asked for improvement.
10. Formulate aims and objectives of learning a subject.
11. 120 hours of short-term course can be developed to which may be considered by foreign institution as 4th year degree.

QAC 18-19/1.19 Presentation of Annual plan of action to the management.

Principal said that institutional plan of action and plan of action of student council has been presented to the management. Staff coordinator and office barriers of the student council along with principal visited Dharmasthala. Reverend President Dr. D. Veerendra Hegdeji has appreciated it and suggested that efforts to be made to create general awareness among the student about current topic. Principal said all the Dean should take initiative to conduct student presentation on emerging areas in various subjects. Deans agreed on the suggestions given to them, and conveyed it to all the faculties.

QAC18-19/1.20 Recomposition of IQAC

Principal said that as per the decision of IQAC following external members and students are nominated for IQAC.

EXTERNAL EXPERTS:

- Mr. Clement D'Souza, M.A., M.Phil. [Specialized in econometrics and quantitative economics], Vice Principal, & Associate. Professor, St. Joseph College, Bangalore,
- Mr. Ashwin Mendonca, Assistant Professor, Govt. College, Haleyangadi,
- Mrs. Nandita Acharya, Entrepreneur, (Alumni)

STUDENT REPRESENTATIVES:

- Roshin Alex John, BBA,
- Nelson Jack Lobo, BCA,
- Pranith Kotian, BA(HRD),
- Anil P M, BCOM.

QAC18-19/ 1.21 IQAC Bulletin Sync Vision

Mrs. Shashikala Shetty, IQAC Coordinator said that all the reports of the program conducted along with the photos should be promptly sent for publication in IQAC bulletin Sync Vision for which the members agreed.

QAC18-19/1.22 NAAC seminar organized at Ujire

Mr. Arun Sequeira, NAAC Coordinator requested the principal to finalize the names of faculty members who will be participating in the NAAC seminar organized at Ujire on 4 August 2018. After a discussion with the members the names were finalized by principal.

QAC18-19/1.23 Presentation of Conference Attended

All the faculties presented the report of the conferences attended by them and submitted the format to Dr. Muralidhar Rao, Vice Principal.



QAC18-19/1.24 FDP on counselling for the students and faculty

Faculty Development Programme to be organized for the faculties to help the distressed students.

QAC 18-19/1.25 Staff Sports Meet

The Staff Sports Meet was to be held on 13 October 2018. The programme was formally Inaugurated by Prof. Aruna P. Kamath, Principal, SDMCBM, Dr. Tharanath, Principal, SDM Law College and Dr. Seema S. Shenoy, Director, SDM P.G. Centre. Various events like Volley Ball, Throw Ball, Kabaddi, Tug of War, Carrom, Shuttle Badminton and Musical Chair were organized for the staff members. SDM College of Business Management won the Overall Championship and SDM Law College was the Runners Up.

QAC18-19/1.26 New pattern of choice Based System

Principal said that as being a pioneering institute of Management College, we should take the lead and help out in syllabus revision. All the deans agreed for this. Major contribution about choice based new syllabus is done from our college.

QAC18-19/1.27 Fest forum

Synergy and Sygma in charge to conduct the meetings to make the preparation necessary for smooth conducting of the college.

QAC18-19/1.28 NSS camp

NSS officer Mrs. Renuthakshi gave a brief report on conducting NSS Camp.

QAC18-19/1.29 Minor research and conference attended by faculties

The Management sponsored Minor research reports were submitted to Research cell coordinator, Mr. Muralidhar Rao

QAC18-19/1.30 PBSA

Faculties submitted the PBSA to Mr. Thilak Raj, staff in-charge of PBSA which is to be sent to the management by using all the guidelines given.

QAC18-19/1.31 Vivekotsav

Faculty in-charge of Student council and Rovers and Rangers explained the arrangements made for vivikotsava to be carried on 31 January 2019.

QAC18-19/1.32 Awards for the best students

Deans of various department proposed the names to be considered for the best outgoing award. After the thorough discussion, the names were finalized.

QAC18-19/1.33 Sports day

Sports day will be held on 22 February 2019. Principal instructed physical director Mr. Bharath Kumar Jain to do necessary arrangement for the smooth execution.

QAC18-19/1.34 College Day

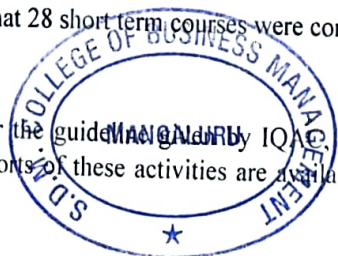
College day will be held on 1 March 2019, The Principal asked the faculty in charge to look into the matters such as Felicitation and distribution of certificates of merits were presented in due acknowledgement to the students, faculty and staff of the college for their exemplary performance in different academic pursuit.

QAC18-19/1.35 Short term Courses.

Dr. Muralidhar Rao, Co-Ordinator of the short-term courses said that 28 short term courses were completed.

QAC18-19/1.36 Extension activities.

Mrs. Gayathri K, Dean of BA(HRD) department said that as per the guidelines by IQAC, extension activities should be carried out by all the department and the reports of these activities are available in the department.



QAC18-19/1.37 D-Space in the Library websites.

It was resolved to entrust Mrs. Muralidhar Hegde, Librarian with the work of uploading papers presented by the faculty to D-Space in the Library website.

QAC18-19/1.38 Admission 2019-2020

Mrs. Manju and Mrs. Gayathri Deans of commerce and HRD department made in charge of admission committee by the principal .as PUC results are likely to be announced during university examination she said that there is a need for coordination between examination and admission committee to ensure that both work is done smoothly.

QAC18-19/1.39 Academic audit

IQAC members who conducted Academic Audit presented a brief report of the observation which are recorded in the IQAC file.

QAC18-19/1.40 Re-Launch of college website in English and Kannada

Mrs.Divya Uchil, Dean of BCA said that college website is being updated and is also translated into kannada as per the direction received from the government.

The meeting was conducted with the vote of thanks by principal in which she thanked all the IQAC members for planning and executing all the activities in accordance with the vision and mission of the institutions.

QAC18-19/1.41 Formation of committee

Mr. Arun Sequeria NAAC coordinator along with the other IQAC members distributed the duties and responsibilities to various committees. It was unanimously accepted in the meeting after a thorough discussion.

QAC18-19/1.42 Calendar for the academic year.

Mrs. Manju reported about the progress made in the formation of college calendar. Principal said that calendar should be ready by second week of June which she agreed.

QAC18-19/1.43 Readmission of students for even semester

Mrs. Shashikala Shetty, IQAC coordinator pointed out that the need for calling all the second and final year students. Accordingly, it was decided that parents along with the students should meet previous class advisors on 17 and 18 June between 1:30 pm to 3:30 pm

QAC18-19/1.44 PTA office bearers

Dr. Muralidhar Rao, Vice Principal recommended that during the interaction with the parents, nomination can be received from the interested parents to be PTA office bearers. The responsibility for the same will be entrusted to Mrs.Anasuya, in charge of PTA.

QAC18-19/1.45 Discussion on feedbacks

Following feedbacks received from various stakeholders were discussed.

- 1) Feedback on Faculty performance by students
- 2) Feedback on Institutional Performance by students
- 3) Feedback on curriculum by students
- 4) Feedback on curriculum by Alumni
- 5) Feedback on curriculum by Faculties

QAC18-19/1.46 NSS Orientation

NSS to conduct NSS Orientation, on 13 July 2018

QAC18-19/1.47 Orientation of Literary Association

Literary Association to conduct Orientation of Literary Association, on 10 July 2018



QAC18-19/1.48 Orientation of Consumer Club “Samvradhi”

Consumer Club to conduct Orientation of Consumer Club “Samvradhi” on 18 July 2018

QAC18-19/1.49 Orientation of SCAN Association

SCAN Association to conduct Orientation of SCAN Association on 5 July 2018

QAC18-19/1.50 Orientation of Marketing Association

Marketing Association to conduct Orientation of Marketing Association on 5 July 2018

QAC18-19/1.51 Orientation of Fine Arts Association

Fine Arts Association to conduct Orientation of Fine Arts Association on 4 July 2018

QAC18-19/1.52 Orientation of Commerce Association

Commerce Association to conduct Orientation of Commerce Association on 28 June 2018

QAC18-19/1.53 Orientation of Career Guidance and Placement Cell

Career Guidance and Placement Cell to conduct Orientation of Career Guidance and Placement Cell on 7 July 2018

QAC18-19/1.54 Library orientation programme

Library to conduct Library orientation programme from 23 to 28 July 2018

QAC18-19/1.55 Orientation of Finance Association

Finance Association to conduct Orientation of Finance Association on 3 July 2018

QAC18-19/1.56 Orientation of HRD Association “Resource Hub”

HRD Association to conduct Orientation of HRD Association “Resource Hub” on 14 July 2018

QAC18-19/1.57 Orientation of Business Law Association

Business Law Association to conduct Orientation of Business Law Association on 10 July 2018

QAC18-19/1.58 Orientation of EDP Association

EDP Association to conduct Orientation of EDP Association on 8 July 2018

QAC18-19/1.59 Orientation of Economics Association

Economics Association to conduct Orientation of Economics Association on 12 July 2018

QAC18-19/1.60 Orientation of Youth Red Cross Association

Youth Red Cross Association to conduct Orientation of Youth Red Cross Association on 26 July 2018

QAC18-19/1.61 Orientation of Rovers and Rangers Association

Rovers and Rangers Association to conduct Orientation of Rovers and Rangers Association on 30 June 2018

QAC18-19/1.62 FDP on “21 Century Learning Design - A Brief Introduction”

IQAC decided to conduct FDP on “21 Century Learning Design - A Brief Introduction” on 21 July 2018

QAC18-19/1.63 FDP on “The Active Learning Classroom : Strategies for Educators”

IQAC decided to conduct FDP on “The Active Learning Classroom : Strategies for Educators” on 22 June 2018

QAC18-19/1.64 FDP on “Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices”

IQAC decided to conduct FDP on “Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices” on 19 July 2018

QAC18-19/1.65 FDP on “Server File Management”

IQAC decided to conduct FDP on “Server File Management” 22 June 2018



QAC18-19/1.66 FDP on “Enhancing Network speed by compressing data”

IQAC decided to conduct FDP on “Enhancing Network speed by compressing data” on 5 February 2019

QAC18-19/1.67 FDP on Choice Based Credit System

IQAC decided to conduct FDP on Choice Based Credit System on 18 September 2018

QAC18-19/1.68 FDP on Group Mediciclaim Policy

IQAC decided to conduct FDP on Group Mediciclaim Policy on 7 September 2018

QAC18-19/1.69 Disaster Management Training Programme by Red Cross Unit

Red Cross Unit to conduct Disaster Management Training Programme on 12 July 2018

QAC18-19/1.70 Soft Skill Programme by NSS Unit

NSS Unit to conduct Soft Skill Programme by NSS Unit on 17 July 2018

QAC18-19/1.71 Blood Donation Camp by NSS unit

NSS unit to conduct Blood Donation Camp on 30 July 2018

QAC18-19/1.72 Awareness on Traffic Management and Road Safety by Rovers and Rangers

Rovers and Rangers to conduct Awareness on Traffic Management and Road Safety by Rovers and Rangers on 7 July 2018

QAC18-19/1.73 Yoga Training Programme by Rovers and Rangers

Rovers and Rangers to conduct Yoga Training Programme by Rovers and Rangers from 3 to 7 July 2018

QAC18-19/1.74 Awareness programme for Voters by Rovers and Rangers

Rovers and Rangers to conduct Awareness programme for Voters by Rovers and Rangers on 18 March 2019

QAC18-19/1.75 First-Aid Training Programme by Red Cross Unit

QAC18-19/1.76 Self- Defense Training Programme by Women's Cell

Women's Cell to conduct Self- Defense Training Programme by Women's Cell on 26 June 2018

QAC18-19/1.77 Human Rights Day

Human Rights Day on 10 December 2018

QAC18-19/1.78 University Level Management Fest – Genesis 2018

University Level Management Fest – Genesis 2018 on 28 August, 2018 to conduct BBA department

QAC18-19/1.79 INSPIRE 2018 is an interclass fest organised

BCA department to organize INSPIRE 2018 is an interclass fest organised on 28 August 2018

QAC18-19/1.80 Synergy 2018, two days National Level Management Fest,

BBA department to organize Synergy 2018, two days National Level Management Fest, on 23 & 24 January 2019

QAC18-19/1.81 Sygma 2019, a State Level IT Fest

BCA department to organize Sygma 2018, a State Level IT Fest on 24 January 2019

QAC18-19/1.82 Vivekotsava 2019 ”an inter-collegiate fest

Roverse and Rangers association to organize Vivekotsava 2019 ”an inter-collegiate fest, on 31 January 2019

QAC18-19/1.83 YASHA-An Interface with Industry and Students

IQAC decided to organize YASHA 2018 – Interface with Industries & Students on 2 July 2018

QAC18-19/1.84 Workshop on “Social Entrepreneurship”



IQAC decided to conduct workshop on “social entrepreneurship on 1st February 2018

QAC18-19/1.85 Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices

RESOLUTIONS OF THE MEETING

QAC 18 -19/1.1 It was resolved that the calendar for academic year should be drafted and the faculties could give their suggestion to Mrs. Veena, Coordinator of the Prospectors and College calendar committee by 13 of April.

QAC18-19/1.2 It was resolved that the formation of SQAC should be relooked by Mr. Arun F. Sequeira, NAAC coordinator . After a thorough discussion, composition of SQAC was finalized and Mrs. Gayathri, Coordinator of student council was given the responsibility.

QAC18-19/1.3 It was resolved that all the departments had to form a departmental vision, mission, objectives and learning outcome of the particular stream. Further the IQAC members had drafted 5 alternative Vision statements. After a thorough discussion, the Vision statement was finalized. Based on this, alternative Mission was framed

QAC18-19/1.4 It was resolved that the Deans to have a number of built-In programmes so that good activities are continued on a sustainable basis for the overall growth of the student.

QAC 18-19/1.5 It was resolved that the Deans had to form the admission committee under the guidance of Principal. Mrs. Gayathri was appointed as the coordinator and Principal instructed her to form the panel based on the university examinations duties of the faculty.

QAC 18-19/1.6 It was resolved that the faculties to prepare minor research and conference proposal so that they can be forwarded to UGC. She instructed Dr. Muralidhar Rao, Coordinator of research Committee to follow the matter.

QAC17-18/1.7 It was resolved that Mrs. Shashikala Shetty, IQAC coordinator said that Academic Audit will be conducted at the end of the semester IQAC members gave their feedback and submitted the same to her.

QAC 18-19/1.8 It was resolved that Mrs. Divya Uchil, Dean BCA said that a few new short term courses are proposed by BCA faculty, Principal gave her the responsibility of scrutinizing and finalizing it.

QAC 18-19/1.9 It was resolved that Principal said that the Joint Director office will be conducting sakaala training programme for the principal and staff of college. Principal entrusted the responsibilities of organizing the same to Mrs. Divya uchil.

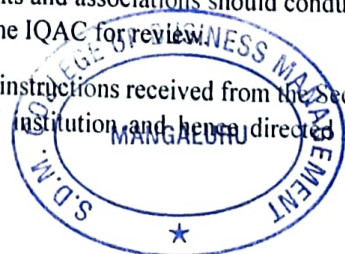
QAC 18-19/1.10 It was resolved that the Deans came up with list of activities to be reflected in the PBSA. After a thorough discussion it was finalized.

QAC 18-19/1.11 It was resolved that the NAAC coordinator Mr. Arun F Sequeira and IQAC coordinator Mrs. Shashikala Shetty presented various formats of IQAC which are restructured. After the discussion they were finalized. Principal said that in future these formats will be sent in soft copy to IQAC by the departments and associations

QAC 18-19/1.12 It was resolved that Principal entrusted the responsibility of organizing FDP to IQAC coordinator Mrs. Shashikala Shetty on 22nd June 2018. She accepted it.

QAC 18-19/1.13 It was resolved that Principal said that all departments and associations should conduct their own meetings to prepare Annual Plan of Action and submit them to the IQAC for review.

QAC 18-19/1.14 It was resolved that the Principal said that as per the instructions received from the Secretary, NAAC seminar will be held on 28 July 2018 for the entire SDM institution and hence directed NAAC coordinator Mr. Arun F. Sequeira to coordinate the same.



QAC 18-19/1.15 It was resolved that the Best practices for the academic year are listed as below:

- Formation of new Bio data format for first year students which will be passed on to the subsequent class advisors.
- Creation of USERID for NAAC 2022 for all individual faculty and students.
- Formation of lesson plan format.
- Formation of committee Handbook.
- Maintenance of EC/CC marks participation records in the college calendar. Skill enhancement activities participated by the student should be recorded in the calendar and affix the signature of class advisor for evaluation of EC/CC marks.
- Proposal to evaluate the class performance of the teachers by Deans.

QAC 18-19/1.16 It was resolved that Mr. Thilak Raj Coordinator PBSA said that the points to be evaluated in the PBSA has been finalized and mailed to the management. Aspects to be considered in PBSA was presented by the principal which was agreed upon by all.

QAC 18-19/1.17 It was resolved that Mrs. Shashikala Shetty Coordinator of IQAC said that IQAC along with Student council organized a training programme for members of student council on 10 July 2018 in the college auditorium. The resource person for this programme was Mr. Joselyn T Lobo, Associate Professor, School of Social Work, Roshni Nilaya, Mangaluru. The objective of this programme was to acquaint the students with requisite knowledge on leadership qualities, as council members have the responsibility to assume leadership roles.

QAC 18-19/1.18 It was resolved that the Suggestions were received from external IQAC members

QAC 18-19/1.19 It was resolved that Principal said that institutional plan of action and plan of action of student council has been presented to the management. Staff coordinator and office barriers of the student council along with principal visited Dharmasthala. Reverend President Dr. D. Veerendra Hegdeji has appreciated it and suggested that efforts to be made to create general awareness among the student about current topic. Principal said all the Dean should take initiative to conduct student presentation on emerging areas in various subjects. Deans agreed on the suggestions given to them, and conveyed it to all the faculties.

QAC18-19/1.20 It was resolved about Recomposition of IQAC

Principal said that as per the decision of IQAC following external members and students are nominated for IQAC.

EXTERNAL EXPERTS:

- Mr. Clement D'Souza, M.A., M.Phil. [Specialized in econometrics and quantitative economics], Vice Principal, & Associate. Professor, St. Joseph College, Bangalore,
- Mr. Ashwin Mendonca, Assistant Professor, Govt. College, Haleyangadi,
- Mrs. Nandita Acharya, Entrepreneur, (Alumni)

STUDENT REPRESENTATIVES:

- Roshin Alex John, BBA,
- Nelson Jack Lobo, BCA,
- Pranith Kotian, BA(HRD),
- Anil P M, BCOM.

QAC18-19/ 1.21 It was resolved that Mrs. Shashikala Shetty, IQAC Coordinator said that all the reports of the program conducted along with the photos should be promptly sent for publication in IQAC bulletin Sync Vision for which the members agreed.



QAC18-19/1.22 It was resolved that Mr. Arun Sequeira, NAAC Coordinator requested the principal to finalize the names of faculty members who will be participating in the NAAC seminar organized at Ujire on 4 August 2018. After a discussion with the members the names were finalized by principal.

QAC18-19/1.23 It was resolved All the faculties presented the report of the conferences attended by them and submitted the format to Dr. Muralidhar Rao, Vice Principal.

QAC18-19/1.24 It was resolved the Faculty Development Programme to be organized for the faculties to help the distressed students.

QAC 18-19/1.25 It was resolved regarding Staff Sports Meet

The Staff Sports Meet was to be held on 13 October 2018. The programme was formally Inaugurated by Prof. Aruna P. Kamath, Principal, SDMCBM, Dr. Tharanath, Principal, SDM Law College and Dr. Seema S. Shenoy, Director, SDM P.G. Centre. Various events like Volley Ball, Throw Ball, Kabaddi, Tug of War, Carrom, Shuttle Badminton and Musical Chair were organized for the staff members. SDM College of Business Management won the Overall Championship and SDM Law College was the Runners Up.

QAC18-19/1.26 It was resolved Principal said that as being a pioneering institute of Management College, we should take the lead and help out in syllabus revision. All the deans agreed for this. Major contribution about choice based new syllabus is done from our college.

QAC18-19/1.27 It was resolved Synergy and Sygma in charge to conduct the meetings to make the preparation necessary for smooth conducting of the college.

QAC18-19/1.28 It was resolved NSS officer Mrs. Renuthakshi gave a brief report on conducting NSS Camp.

QAC18-19/1.29 It was resolved The Management sponsored Minor research reports were submitted to Research cell coordinator, Mr. Muralidhar Rao

QAC18-19/1.30 It was resolved Faculties submitted the PBSA to Mr. Thilak Raj, staff in-charge of PBSA which is to be send to the management by using all the guidelines given.

QAC18-19/1.31 It was resolved Faculty in-charge of Student council and Rovers and Rangers explained the arrangements made for vivikotsava to be carried on 31 January 2019.

QAC18-19/1.32 It was resolved Deans of various department proposed the names to be considered for the best outgoing award. After the thorough discussion, the names were finalized.

QAC18-19/1.33 It was resolved Sports day will be held on 22 February 2019. Principal instructed physical director Mr. Bharath Kumar Jain to do necessary arrangement for the smooth execution.

QAC18-19/1.34 It was resolved College day will be held on 1 March 2019, The Principal asked the faculty in charge to look into the matters such as Felicitation and distribution of certificates of merits were presented in due acknowledgement to the students, faculty and staff of the college for their exemplary performance in different academic pursuit.

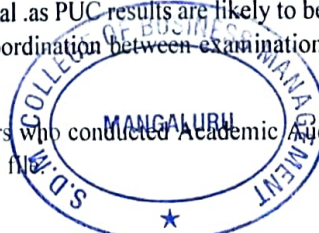
QAC18-19/1.35 It was resolved Dr. Muralidhar Rao, Co-Ordinator of the short-term courses said that 28 short term courses were completed.

QAC18-19/1.36 Extension activities. It was resolved Mrs. Gayathri K, Dean of BA(HRD) department said that as per the guideline given by IQAC, extension activities should be carried out by all the department and the reports of these activities are available in the department.

QAC18-19/1.37 It was resolved to entrust Mrs. Muralidhar Hegde, Librarian with the work of uploading papers presented by the faculty to D-Space in the Library website.

QAC18-19/1.38 It was resolved Mrs. Manju and Mrs. Gayathri Deans of commerce and HRD department made in charge of admission committee by the principal .as PUC results are likely to be announced during university examination she said that there is a need for coordination between examination and admission committee to ensure that both work is done smoothly.

QAC18-19/1.39 It was resolved IQAC members who conducted Academic Audit presented a brief report of the observation which are recorded in the IQAC file.



QAC18-19/1.40 It was resolved Mrs.Divya Uchil, Dean of BCA said that college website is being updated and is also translated into kannada as per the direction received from the government.

The meeting was conducted with the vote of thanks by principal in which she thanked all the IQAC members for planning and executing all the activities in accordance with the vision and mission of the institutions.

QAC18-19/1.41 It was resolved Mr. Arun Sequeria NAAC coordinator along with the other IQAC members distributed the duties and responsibilities to various committees. It was unanimously accepted in the meeting after a thorough discussion.

QAC18-19/1.42 It was resolved Mrs. Manju reported about the progress made in the formation of college calendar. Principal said that calendar should be ready by second week of June which she agreed.

QAC18-19/1.43 It was resolved Mrs. Shashikala Shetty, IQAC coordinator pointed out that the need for calling all the second and final year students. Accordingly, it was decided that parents along with the students should meet previous class advisors on 17 and 18 June between 1:30 pm to 3:30 pm

QAC18-19/1.44 It was resolved Dr. Muralidhar Rao, Vice Principal recommended that during the interaction with the parents, nomination can be received from the interested parents to be PTA office bearers. The responsibility for the same will be entrusted to Mrs.Anasuya, in charge of PTA.

QAC18-19/1.45 It was resolved regarding Discussion on feedbacks

Following feedbacks received from various stakeholders were discussed.

- 1) Feedback on Faculty performance by students
- 2) Feedback on Institutional Performance by students
- 3) Feedback on curriculum by students
- 4) Feedback on curriculum by Alumni
- 5) Feedback on curriculum by Faculties

QAC18-19/1.46 It was resolved in the meeting that NSS association to conduct NSS Orientation, on 13 July 2018

QAC18-19/1.47 It has been resolved that Literary association decided to have Orientation of Literary Association, on 10 July 2018

QAC18-19/1.48 It has been resolved that Consumer Club decided to have Orientation of Consumer Club "Samvradhi", on 18 July 2018

QAC18-19/1.49 It has been resolved that SCAN Association decided to have Orientation of SCAN Association, on 05 July 2018

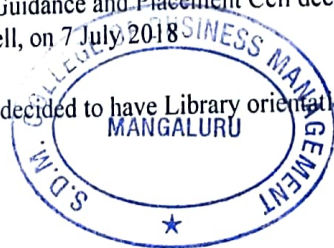
QAC18-19/1.50 It has been resolved that Marketing Association decided to have Orientation of Marketing Association, on 05 July 2018

QAC18-19/1.51 It has been resolved that Fine Arts Association decided to have Orientation of Fine Arts Association, on 04 July 2018

QAC18-19/1.52 It has been resolved that Commerce Association decided to have Orientation of Commerce Association, on 28 June 2018

QAC18-19/1.53 It has been resolved that Career Guidance and Placement Cell decided to have Orientation of Career Guidance and Placement Cell, on 7 July 2018

QAC18-19/1.54 It has been resolved that Library decided to have Library orientation programme, from 23 to 28 July 2018



QAC18-19/1.55 It has been resolved that Finance Association decided to have Orientation of Finance Association, on 3 July 2018

QAC18-19/1.56 It has been resolved that HRD Association decided to have Orientation of HRD Association "Resource Hub", on 14 July 2018

QAC18-19/1.57 It has been resolved that Business Law Association decided to have Orientation of Business Law Association, on 10 July 2018

QAC18-19/1.58 It has been resolved that EDP Association decided to have Orientation of EDP Association, on 8 July 2018

QAC18-19/1.59 It has been resolved that Economics Association decided to have Orientation of Economics Association on 12 July 2018

QAC18-19/1.60 It has been resolved that Youth Red Cross Association decided to have Orientation of Youth Red Cross Association, on 18 July 2018

QAC18-19/1.61 It has been resolved that Rovers and Rangers Association decided to have Orientation of Rovers and Rangers Association, on 18 July 2018

QAC18-19/1.62 It was resolved in the meeting that IQAC should conduct FDP on "21 Century Learning Design - A Brief Introduction", 21 July 2018

QAC18-19/1.63 It was resolved in the meeting that IQAC should conduct FDP on "The Active Learning Classroom: Strategies for Educators", 22 June 2018

QAC18-19/1.64 It was resolved in the meeting that IQAC should conduct FDP on "Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices", 19 July 2018

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QAC18-19/1.69 It was resolved in the meeting that Red cross to conduct Disaster Management Training Programme, on 20 July 2018

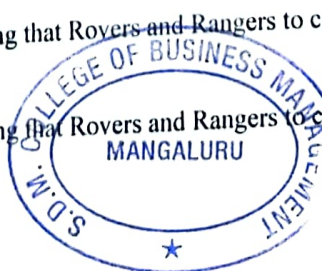
QAC18-19/1.70 It was resolved in the meeting that NSS Unit to conduct Soft Skill Programme, on 17 July 2018

QAC18-19/1.71 It was resolved in the meeting that NSS Unit to conduct Blood Donation Camp, on 30 July 2018

QAC18-19/1.72 It was resolved in the meeting that Rovers and Rangers to conduct Awareness on Traffic Management and Road Safety, on 07 July 2018

QAC18-19/1.73 It was resolved in the meeting that Rovers and Rangers to conduct Yoga Training Programme, from 3 to 7 July 2018

QAC18-19/1.74 It was resolved in the meeting that Rovers and Rangers to conduct Awareness programme for Voters, on 18 March 2019



QAC18-19/1.75 It was resolved in the meeting that Red cross to conduct First-Aid Training Programme

QAC18-19/1.76 It was resolved in the meeting that Women's Cell to conduct Defense Training Programme, on 26 June 2018

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QAC18-19/1.78 It was resolved in the meeting that University Level Management Fest – Genesis 2017 on 28 August, 2018 by the BBA department

QAC18-19/1.79 It was resolved in the meeting that BCA department to organize INSPIRE 2017 is an interclass fest organised on 28 August 2018

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QAC18-19/1.82 It was resolved in the meeting that Rovers and Rangers association to organize Vivekotsava 2018”an inter-collegiate fest, on 31 January 2019

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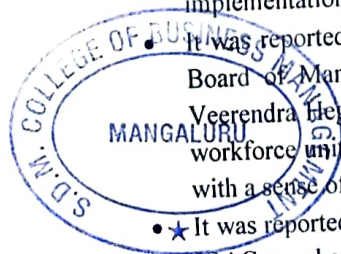
QAC18-19/1.84 It was resolved in the meeting that IQAC to conduct workshop on “Social Entrepreneurship” on 1 February 2018

QAC18-19/1.85 Animation of Curricular and Co-Curricular Activities and Sharing of Best Practices



ACTION TAKEN REPORT PRESENTED IN THE IQAC MEETING HELD AT THE END OF THE ACADEMIC YEAR 2018-2019

- Mrs. Veena Coordinator of the Prospectors and College calendar committee was reported that An academic calendar was issued to students, faculty, to remind of key dates throughout the academic semester and year.
- Mrs. Gayathri, reported that the college has established an SQAC which acts as an interface for All-Inclusive development of the student Coordinator.
- It was reported that Learning Objectives, Course Outcomes, Program Outcomes and Program Specific Outcomes was framed by the due suggestion given by each department by IQAC committee.
- It was reported by the Principal the Deans along with each department have conducted several built-it In programmes for the overall growth of the student. Several extension activities were conducted for the students for making their extra-curricular activities interesting, engaging, and contextualized.
- It was reported that An Orientation was conducted so the students to well verse in the diverse programme and extra-curricular activities provided by the college.
- It was reported The college has conducted several workshops, seminars for research scholars, many faculties presented papers whichever acknowledged. The College has an established Research Centre, it facilitates the research undertaken by graduate students and faculties. .
- It was reported An academic Audit was conducted based on the criterion of the NAAC covering all academic activities of the College. Audit by external members was conducted on 12 April 2018.
- It was reported Short-term courses were started by BCA faculty .
- It was reported The Joint secretary of the college conducted sakala training programme successfully.
- It was reported that the List of activities for PBSA was proposed
- It was reported that the Formats were restructured and it was decided to send formats in soft copies to faculties.
- It was reported that On 22 June 2018 the IQAC conducted an FDP programme which focuses on different aspects of internalization and institutionalization of quality enhancement initiatives.
- It was reported that All the departments submitted their annual plan of action to IQAC.
- It was reported that On 28 July 2018 NAAC seminar was conducted for all the faculties of SDM institution, The main objective of the seminar was to promote a general quality awareness amongst students but also to provide a platform to the learner community to share its quality concerns and educational experiences..
- It was reported For the effective functioning of college and to create an environment that increases academic, social and emotional success of student and faculty certain best practices for the academic year were taken place, they reviewed students' cumulative files and used that information to support the students and faculties.
- It was reported that The new formats for documenting information about various activities was sent to all, and teachers had taken the in charge of conducting various activities, short term courses and plan of action mentioning all the activities carried out by them in accordance with the Vision and Mission of the college.
- It was reported that the Leadership programme was conducted for the students to provide an opportunity to learn. Identify and display effective communication and interpersonal skills.It's important for students to experience leadership opportunities during their academics, hence to learn the art of building relationships within teams, defining identities, and achieving tasks effectively.
- It was reported that the suggestions which were given by the external was considered for implementation.
- It was reported that the institutional plans for the development were prepared and discussed in the Board of Management and the Faculty Council, were presented to Reverend President Dr. D. Veerendra Hegdeji appreciated it. An annual plan of action was beneficial for the staff to keep the workforce united and set to give a uniformity direction for the faculties to help them work in a team with a sense of direction
- ★ It was reported that the new members of IQAC were chosen by the input given by the Principal. The IQAC members will look out for the institution's quality enhancement activities. They also shouldered



the responsibilities of generating and promoting awareness in the institution and to devote time for working out the convenience of overall growth of the college and students.

- It was reported that the bulletin sync vision was published, All the faculties wrote down the reports of the events they had coordinated. It reflects the literary, educational and sports activities that had taken place in the college.
- It was reported that On 4 August 2018, The chosen faculties by the principal had attended a NAAC seminar at Ujire the parent institute. The seminar was beneficial for the institution as the faculties understood the importance of NAAC Accreditation and Its revised framework. The seminar identified some best practices that helped in enhancing quality standards of the college.
- It was reported that Faculties had to write a report about the conferences they had attended and submit it to Dr. Muralidhar Rao as he had provided the staff with the format to write the report. Participating in professional development courses will expose faculties to new ideas and perspectives.
- It was reported that The students together with staff had to participate in several FDP counselling programme organized by the college, as the mental health of teachers and students are interconnected, thus directly affecting their learning outcomes. The objective of these sessions were to Promote Student Learning and Well-being.
- It was reported that The Staff Sports Meet was organized on 13 October 2018. Various events like Volley Ball, Throw Ball, Kabaddi, Tug of War, Carrom, Shuttle Badminton and Musical Chair were organized for the staff members. SDM College of Business Management won the Overall Championship and SDM Law College was the Runners Up.
- It was reported that the new choice-based pattern system was implemented in our college, as per the guidelines given by the University at par with the global practices in terms of academic standards and evaluation strategies Hence Mangalore University thought it fit to introduce the CBCS (Semester Scheme) in its post-graduate programmes.
- It was reported that the Fest's forum conducted Synergy and Sygma it was conducted smoothly it provided a platform for students to showcase their unique talents and are important in the holistic development of the personality of the students, providing a break from the monotonous routine of evaluation and academics.
- It was reported that the NSS camp was organized for the duration of 7 days with day-night boarding & lodging. The NSS camp was conducted at Nandalike which is located at Karkala. The NSS camp helped the student to grow individually and also as a group. It is beneficial for the student to be confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learnt other skills that help them lead a better life in various situations.
- It was reported that The faculties submitted a report on a minor research, conference which they attended to Dr. Muralidhar Rao Research cell coordinator. Minor research reports were underpin professional learning of knowledge, skills to improve their understanding of professional and policy context, organizationally, locally and nationally, enabling you to teach and lead more strategically and effectively
- It was reported that the Faculties submitted the reports of PBSA to Mr. Thilak Raj, staff in-charge of PBSA which were sent to the management by using all the guidelines given.
- It was reported On 31 January 2019 Faculty in charges of Student council and Rovers Rangers conducted several inter-collegiate competitions to observe the National Youth Day, was held at our college.
- It was reported that the Certificate of Appreciation was an award given to the student considering the all-rounding performance of the student, who has well performed during the course of education, co-curricular activities. The Deans of various department proposed the names to be considered for the best outgoing award.
- It was reported On 22 February 2019 sports day was conducted at Mangala stadium in which students participated in competitive sporting activities.
- It was reported on 1 March 2019 the college conducted annual day. The annual college day celebration was organized by the management. The students participated with great interest and enthusiasm. It



provides an opportunity to assess the achievements of the college. The students had actively associated in all the segments of the programme.

- It was reported on the faculties of our college had organized several short-term courses for the benefit of our students, Short term courses are a great way to fill the gaps in professional knowledge.
- It was reported that the extension activities act as guide and educate them how to use new knowledge, skills and attitudes in solving their problems. Several extension activities were conducted by the department for the students..
- Mr. Muralidhar Hegde Librarian reported that papers presented were uploaded by the faculty to D-Space in the Library website.
- It was reported that there was a good response to admission for all courses. 10% of extra seats were allocated to BBA & B.COM
- It was reported that the IQAC members conducted Academic Audit, they presented a brief report of the observation which were recorded in the IQAC file.
- It was reported that the college website has been updated and translated into kannada as per the direction received from the government. The website presents an accurate information, and highlight features of the college.
- It was reported that the Various functioned committee were formed for the next academic year,2019-2020.
- It was reported that The Calendar for the academic year was issued for the staff and students. It provides guidelines to staff and students. The Calendar was a useful tool for keeping track of upcoming meetings, deadlines, and milestones
- It was reported that PTA members were nominated new class advisors in the presence of previous class advisor.
- It was reported that PTA's office bearers were nominated.
- It was reported that the Feedback was analyzed by IQAC and based on the finding, suggestions were given in the staff meeting.



Principal
Shri Dharmasthala Manjunatheshwara
College of Business Management
MANGALORE.