

**New Horizon College, Marathalli**

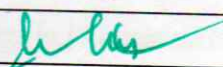

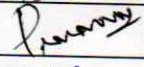



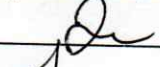

**Internal Quality Assurance Cell**

IQAC members meeting was held on 2<sup>nd</sup> June 2014 at 3:30 pm in room number 201 to discuss the following agenda:

**Agenda**

1. Approval of minutes of previous meeting
2. To brief the members about the new quality enhancement initiatives by IQAC
3. To take suggestions from the members to enhance the quality of academics and administration.
4. To plan and execute events under IQAC
5. Any other issues.

The meeting was presided by the Principal who is also the chairperson of IQAC and the following members were present in the meeting:

Sl.No.	Members Present	Signature
1	Dr. R.Bodhisatvan	
2	Ms. Sayantani Banerjee	
3	Ms. Prasanna Prakash	
4	Mr. Muniraja H	
5	Ms. Amita Agarwal	
6	Ms. Anusuya Paul	
7	Student Nominee – Mr. Ajnas.K	
8	Student Nominee – Ms. Arpitha.G	

**Minutes of the meeting:**

1. Ms. Prasanna Prakash, Co – Coordinator of IQAC presented the minutes of the previous meeting and the members approved the same.
2. Ms. Prasanna Prakash briefly explained the quality initiatives undertaken by the IQAC in the institute. The discussion included the following aspects:
  - Faculty development programs to be incorporated to enhance and facilitate the faculties to achieve academic excellence.

- Paper publication and presentation by faculty members which will increase the overall weightage of faculty members in terms of rating and grading.
  - Industry – academic interaction programs for students.
  - Project reports by faculty members.
  - Feedback review on Value Added Programs
3. The activities under various cell were to be planned and executed based on the calendar of events prepared for the next semester. The coordinators for the event were to be appointed and the rules and guidelines for the events were to be prepared.
  4. To enhance quality at the institution, the following suggestions were given:
    - All the programs were to be conducted as per the schedule and the same is to be documented as per the procedure.
    - Documentation committee is asked to record all the program details and report the same from time to time basis.
    - To enhance the quality of faculty members, IQAC was informed to arrange workshop, faculty development programs and seminars on various topics.
    - Faculty members were asked to present and publish papers in journals and magazines.
    - Discussion for taking up funded projects by the faculty members
  5. Investiture ceremony to be scheduled for student council.
  6. Review of Results.
  7. Organising workshops and other activities under student club.
  8. Extension activities of the students to be enhanced.
  9. Discussion on students projects/internship.
  10. Cultural/Sports activities to be organised under Student Activity Centre for the academic year.
  11. The faculty were encouraged to guide the students about various career opportunities and placement training was planned.
  12. Student feedback review was discussed

Principal Dr R Bodhisatvan summed up the meeting by giving his valuable suggestions and Ms. Prasanna Prakash concluded the meeting with vote of thanks.