

MINUTES OF THE IQAC MEETING HELD ON 12-8-2020

Zoom Virtual meet
Time: 5 pm

Link: <https://zoom.us/j/99579988438?pwd=Sm1Bd3FVV3FpUkpSbIRWQ1Z3ZjdEZz09>

Members Present:

Members

Absent

1. Dr. Rajani Jairam
2. Dr. Geetha Madhusudan
3. Dr. Vijayalakshmi Pradeep
4. Dr. Srividya Shivakumar
5. Dr. Kiran.KS
6. Dr. Ruby John
7. Dr. Supriya Rai

1. Dr. Hemanth Kumar

Agenda item No. 1: Internal Audit of Schools

A meeting of the IQAC coordinators was held to discuss about the Internal Audit of Schools as part of ISO 9001 :2015- stage 2 Surveillance Audit. Director-IQAC stressed that it is time that an internal audit of all that has been claimed in the AQAR of the year 2019-20 is carried out before the external agency (ISO team) verifies it. In this regard the IQAC needs to audit all the campuses and prepare a report with marks allotted in the attached format. But due to the pandemic situation the audit will be conducted in the virtual mode. The coordinators are requested to make a presentation for 30 minutes in the areas pertaining to the audit. It was informed that a detailed schedule has been worked out in consultation with the Hon .Vice Chancellor and Registrar of the University and the same may be sent by mail to the respective Director and IQAC coordinators of the campuses.

Agenda item No. 2: Submission of information through Google forms

Mention was there regarding sharing of google forms and filling of the data as per the new NAAC metrics. Last date for the submission of the new PBAS is 20th Aug'20. Coordinators were requested to adhere to the various submissions like faculty feedback, Student exit questionnaire and PBAS of each semester as per the IQAC calendar.

Sd/-

Director IQAC

ACTION TAKEN REPORT :

1. Dates were fixed for Internal Audit.
2. Various forms to be submitted were duly submitted.