



# ST. FRANCIS COLLEGE

P. B. No. 3417, 8th Main, 3rd Block, Koramangala, Bengaluru - 560 034

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Affiliated to Bengaluru City University: Recognized by Govt. of Karnataka & Approved by AICTE

COLLEGE CODE : 1214

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

ACADEMIC YEAR 2021-22

### **ACTION TAKEN REPORT (ATR) OF THE MEETING ON 21.06.2021**

Sl. No	Discussion / Decision	Action Taken
1	Discussion and review on ongoing virtual classes and performance of students in internal test	The Management gave a commitment to enhancing the virtual learning experience and supporting student success. The institution advanced their subscription to the zoom meetings and facilitated the uninterrupted virtual classes and also internet bandwidth was enhanced so that faculties when they report to college, can take proper online classes.
2	Discussion on making the online teaching interesting through proven pedagogies	It was agreed and committed by the departments to improve the online learning experience to the students through introduction of innovative and evidence-based teaching practices like interactive content, gamification, interactive quizzes and collaborative presentations, video presentations. Some of the departments even undertook book review and movie review competitions to enhance the learning experience amongst the students.
3	Discussion on quality initiatives to be undertaken at the department level	The respective departments gave a commitment to fostering a culture of continuous improvement within the department. They introduced workshops, guest lectures, co-curricular activities, group discussions, webinars, student self-driven activities, creative contests, debates, panel discussions, turncoat, business plan presentations etc.
4	Proposal to organize two days international student development programme	As discussed in IQAC meeting, two days international student development programme was successfully organized on 31.07.2021 and 01.08.2021. Two days international student development programme was on "Learning by Doing – How to Train for a Successful Future". This programme was organized by Department of Management in association with IQAC and RaiseToPi. The chief guest was Mr. Abhishek Ranjan, Global Director - Sustainability, CSR and D&I @ Brillio, the key note speakers were Mr. Chalam Plachikkat, Co-Founder, RaiseToPi, USA and Ms. Sudeepa Banerjee, Co-Founder,

		RaiseToPi, Bengaluru. The day 2 speakers were Ms. Nivedita Mukerjee, Advisor & Mentor to Co-Founders, RaiseToPi, Bengaluru and Mr. Sahil, RaiseToPi.
5	Discussion to host a student outreach programme on 75th year of independence and Celebration of 75th Independence Day	<p>As per the discussion and decision in the meeting, the IQAC and the cultural committee in association with Disha Bharat hosted a student outreach programme on “Swarajya@75-My Bharat” via zoom meetings on 07.08.2021. The resource person was Sri. Pramodh Nataraj, Organizing Secretary, Disha Bharat.</p> <p>75th Independence Day was celebrated on 15.08.2021 by the cultural committee of the college. The chief guest was Shri. Chandra Kumar Bose, Grandnephew of Netaji Subash Chandra Bose. As a part of the celebration, singing and quiz competition was organized.</p>
6	Discussion on preparedness to implement NEP 2020 and review of guidelines from the university	<p>It is the responsibility of everyone to read and understand the guidelines of NEP 2020. The transition in the education system paves the way for academic improvement but it is equally important to understand and adhere to the guidelines of university. All the departments were asked to make sincere efforts to understand the curriculum structure and make the plans ahead.</p>
7	Proposal to host a workshop for the faculties on opportunities and challenges in implementation of NEP 2020	<p>In order to facilitate and make faculties understand more about the implementation of NEP 2020, a workshop for the faculties on opportunities and challenges in implementation of NEP 2020 was organized on 31.08.2021. The resource person of the session was Dr. S Muralidhar, professor and Head, Kolar FGC, Member in sub-committee governance and regulatory taskforce for implementation of NEP in Karnataka. All the departments clarified their doubts in areas of curriculum structure, credits, major and minor papers, DSC, DSE, AECC, SEC and others.</p>
8	Closure of B. Sc MSE and B. Com Honours	Application for closure of courses was submitted in July 2021

*[Signature]*  
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**IQAC Co-ordinator**  
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### ACTION TAKEN REPORT (ATR) OF THE MEETING ON 20.09.2021

Sl. No	Discussion / Decision	Action Taken
1	Discussion on scheduling an orientation programme for the faculty members	Orientation programme for the faculty members was organized by IQAC on 01.10.2021 on the topic "role of teachers in creating opportunities for learning" and the resource person was Prof. K Raghothama Rao, SEEK foundation)
2	Proposal to host a session on impact of NEP 2020 on higher education for the staff and students of first year batch of NEP	IQAC organized a session on "Impact of National Education Policy- 2020 on Higher Education" for staff and 1st year students on 05.10.2021. The resource person of the programme was Dr. Aloysius Edward J. Dean, Faculty of Commerce and Management & Director IQAC, Kristu Jayanti College, Bengaluru and Member of Curriculum Committee- NEP: 2020 Karnataka
3	Discussion to schedule 2 days vaccination drive for the stakeholders	The 2 days vaccination drive was organized by NSS and ISR of the college on 27.10.2021 and 29.10.2021 in association with BBMP officials. Students, and faculties took the benefit of the same.
4	Inauguration programme for the first batch of students under NEP	Inauguration programme for the first batch of students under NEP was organized by the cultural committee of the college in association with IQAC on 17.11.2021. The Chief Guest for the day was Prof. Lingaraja Gandhi, Vice Chancellor, Bengaluru City University.
5	Preparation and approval of academic calendar of events and timetable	Based on university calendar of events, college calendar of events was prepared and approved by the principal. The timetable committee also prepared the timetable based on the work allocation received from respective faculties. After the approval, the same was circulated amongst the faculties and was sent to technical admin to update in ERP.
6	Discussion to schedule bridge courses for all the courses	Based on the discussion in IQAC meeting, the bridge course classes were conducted with proper lesson planning and execution by the HODs.

7	Discussion on scheduling the timelines for the submission of documents to IQAC	As per the discussion and decision taken in IQAC meeting, October 30,2021 was the timeline given to all the departments, committees and cells to submit their reports to IQAC for the proper documentation.
8	Discussion on introducing PG Programmes and taking approvals from AICTE and BCU	Based on the decision taken in IQAC meeting, necessary documentations and initiatives have been taken by the management and principal to introduce PG programmes in the college.
9	Introduction of value-added programmes at the department level	The responsibility of planning for the VAP courses offline / online including finalization of the course and syllabus was given to respective departments HODs and VAP Coordinators



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### ACTION TAKEN REPORT (ATR) OF THE MEETING ON 20.12.2021

Sl. No	Discussion / Decision	Action Taken
1	Discussion on ongoing efforts to make classes effective especially after covid	All the classes are effective and teachers are trying different teaching pedagogies to ensure students participate with enthusiasm. Activity-based approach and experiential learning practices are bought into the teaching.
2	Discussion to go for 2 <sup>nd</sup> renewal of Easylib software in library and information center	Easylib software in library and information center is renewed on 05.01.2022 and ensured library process is not disturbed.
3	Discussion to schedule internal tests to assess the performance of students	The examination committee has planned the internal tests and the preparations, communications, guidelines were properly made to the students and invigilators.
4	Discussion to host inter-collegiate academic and sports tournament for PU students	Respective departments hosted inter-collegiate academic and sports tournament for PU students Department of Management – Minerva 2022 on 11.02.2022 and 12.02.2022 Department of Arts and Science - Lakshya 2022 – 15.02.2022 Department of Physical Education – 17.02.2022 Department of Management (Aviation) – Skywards – 21.02.2022 Cultural Committee - entries were submitted by the 25th of February. The result of each event was then streamed on the 05th of March
5	Discussion on scheduling the inauguration and orientation of first ever batch of Post Graduate Programmes and preparations to be done regarding the same	Orientation of first ever batch of Post Graduate Programmes was successfully organized by the Student Council of the college. Inauguration programme was organized by the cultural committee of the college. Orientation Programme – 02.03.2022 – Chief guest was Ajit Kaikini, Director Buoyance Growth & Corporate Training. Inauguration programme – 12.03.2022. The chief guest was Sri. L.S. Tejasvi Surya, Member of Parliament.

		Bangalore south constituency, Karnataka, Dr. Muniraju, Department of commerce, Bengaluru City University, Bengaluru and Dr. Hanumanthappa M., Chairman, Department of Computer Science, Bangalore University, Bengaluru. The programme was presided by Rev. Bro. Xavier Alexander, Chairman, St. Francis College.
6	Preparation of calendar of events and timetable for the PG courses	As per the discussion and decisions taken in IQAC, Calendar of events was prepared as per the COE of university and timetable was set
7	Introduction of value-added programmes at the department level	The responsibility of planning for the VAP courses offline / online including finalization of the course and syllabus was given to respective departments HODs and VAP Coordinators. It will be introduced after the commencement of PG programme.



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Sl. No	Discussion / Decision	Action Taken
1	Discussion to renew the subscription of Inflibnet and Delnet in the library and information center	As per the decision taken in IQAC meeting, subscription of Inflibnet and Delnet in the library and information center was renewed on 24.03.2022 and 25.03.2022 respectively.
2	Discussion of functioning of all the clubs, committees, cells and associations	All the clubs, committees, cells and associations were intimated to be active and conduct as many as activities need with the collaboration of students and ensure students have better learning.
3	Proposal to have international / national level webinars for the faculties and post graduate students	As per the decisions taken in IQAC meeting, an international level webinar was hosted by the department of PG in association with IQAC. International Webinar on Working abroad – Opportunities and Challenges was organized on 29.04.2022. The resource person was Dr. Arun Vijay Subbarayalu, Assistant Professor, Imam Abdulrahman Bin Faisal University, Saudi Arabia International Webinar on New Business Scenarios in India – The Neo Normal Era was organized on 30.04.2022. The resource person was Dr. S. Senthilkumar
4	Proposal to host 1 <sup>st</sup> junior national level dodgeball championship for boys and girls	After thorough discussion with dodgeball association, 1 <sup>st</sup> junior national level dodgeball championship for boys and girls was organized from 24.06.2022 to 26.06.2022. The Registrar (E), Bengaluru City University and other officials witnessed the event.
5	Proposal to host 3 days national level inter-collegiate fest (academic, cultural and sports events)	The three days national level inter-collegiate fest, Carnivalesque-2022 was organized from 23.06.2022. The event was witnessed by esteemed guests like Smt. Sowmya Reddy, MLA - Jayanagar Constituency, Ms. Deepali Bhatt, Model and Miss Karnataka, Sri. Shiva Shankara G.S., Divyang Indian Cricket Player and was presided by Rev. Bro. Xavier Alexander, Chairman, St. Francis College.

6	Discussion to host a faculty development programme (FDP) on Outcome based Education (OBE) in view of NEP	IQAC had organized faculty development programme (FDP) on Outcome based Education (OBE) in view of NEP on 06.04.2022. The resource person was Dr. Aloysius Edward J, Dean, Faculty of Commerce & Management & Professor, School of Management and Director, IQAC Kristu Jayanti College, Autonomous Bengaluru
7	Discussion on registration of college in National Digital Library of India (NDLI)	As per the decisions taken in IQAC meeting, National Digital Library of India (NDLI) was registered on 18.05.2022. It was suggested to register faculties and students on to it and organize minimum number of events to keep the registration active.
8	Introduction of feedback mechanism from the students	As per the decisions taken in IQAC, feedback mechanism from students started from April-May 2022.
9	Proposal to add new programmes based on survey and feedback from stakeholders	Application for new programmes from BCU was submitted in June 2022



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