

KLE Society's
BASAVAPRABHU KORE ARTS, SCIENCE AND COMMERCE
COLLEGE, CHIKODI - 591 201

Action Taken Report [ATR] / Compliances: 2018 – 19

Sl. No.	Date of Meeting Notice Served	Date of Meeting	Number of Subjects on Agenda
1	20.07.2018	25.07.2018	9
2	04.10.2018	11.10.2018	6
3	21.01.2019	24.01.2019	7
4	26.03.2019	29.03.2019	6

Meeting No. 01 Date: 25.07.2018 No. of Subjects: 09		
Sl. No.	Minutes	ATR / Compliance
1	To confirm the previous meeting proceedings.	All the members Unanimously Confirmed.
2	To approve Calendar of Events: 2018-19	Approved the Calendar of Events: 2018-19.
3	To approve AQAR: 2017-18	Instructed the Coordinator to place the AQAR: 2017-18 in the next meeting to clarify the NAAC guidelines.
4	To discuss on updated SSR manual.	NAAC has updated the SSR manual for the second time on 19.07.2018. It was resolved to follow strictly the guidelines of updated manual.
5	To discuss about CPE.	All the members discussed the issue related to CPE and advised to act according to the guidelines and instructions of UGC.
6	To approve University level Badminton Tournament.	Resolved to organize RCU Single Zone Badminton Tournament and Selection.
7	To appoint convener to I criterion.	As the First Criterion Convener Mr. Y. S. Yalavigi was transferred, it was resolved to appoint Dr. N. R. Birasal as the First Criterion Convener.
8	To nominate student representatives to IQAC.	It was resolved to nominate 1. Mr. Akash Honakamble, 2. Miss Swati Joshi and 3. Miss Rachana V. as student representatives for the IQAC for the year 2018-19.
9	Any other.	Nil.

Meeting No. 02		Date: 11.10.2018	No. of Subjects: 06
Sl. No.	Minutes	ATR / Compliance	
1	To confirm the previous meeting proceedings.	All the members approved and unanimously confirmed.	
2	To approve the submission of AQAR: 2017-18.	Incorporated the suggestion given orally in the last meeting. The members approved and resolved to submit the AQAR: 2017-18 within 31st December 2018 in the old format by mail. Suggestion was given to the coordinator to follow the revised guidelines for submitting the AQAR: 2018-19 next year.	
3	To analyze results of May 2018 exams.	Analysede the results, appreciated the faculty members for their continued efforts in improving the results and suggested for remedial classes for slow learners.	
4	To finalize and approve the UGC-CPE Advisory Committee.	It was resolved to nominate Shri. R. M. Patil as the coordinator of the UGC-CPE Advisory Committee.	
5	To approve the activities of IQAC related to quality sustenance.	All the members given their consent and appreciated the Creation of mail IDs of all the departments and students for transaction among the IQAC, departments and students for the enhancement of quality.	
6	Any other.	Nil.	

Meeting No. 03		Date: 24.01.2019	No. of Subjects: 07
Sl. No.	Minutes	ATR / Compliance	
1	To confirm the previous meeting proceedings.	All the members Unanimously Confirmed.	
2	To discuss Academic and Co-curricular Activities.	Resolved to organize two State level Student Seminars by the departments of English and Kannada in the last week of February 2019.	
3	To analyze results of Nov. 2018 exams.	Discussed the results of odd semester exams held in November 2018. Suggestion was given for further improvement of results.	
4	To discuss IQAC activities.	Observation was made on the activities of the IQAC and suggested to strictly follow the NAAC guidelines.	

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Sl. No.	Minutes	ATR / Compliance
5	To discuss about the information to be uploaded on college website.	It was resolved to permit Dr. N. R. Birasal to upload all the necessary documents, information of the academic activities on the college website.
6	To analyze Student Feedback on Teachers and Curriculum.	Resolved to document the feedback analysis of the students on teachers and suggested to place the same in the next meeting.
7	Any other.	With permission, Dr. N. R. Birasal proposed to organize a workshop on syllabus revision in the subject of Zoology. Permission was given to him to organize the workshop in the last week of February 2019.

Meeting No. 04		Date: 29.03.2019	No. of Subjects: 06
Sl. No.	Minutes	ATR / Compliance	
1	To confirm the previous meeting proceedings.	All the members Unanimously Confirmed the Previous meeting proceedings. Coordinator briefed the details of the student seminars organized by the departments of English and Kannada, and of the workshop by the department of Zoology. All the reports of seminars and workshop are submitted to the IQAC and all the members appreciated the efforts made by the faculty members.	
2	To discuss IQAC & NAAC related activities.	Resolved to collect the information from all the Heads of the departments and suggested the coordinator to provide the list of requirements.	
3	To analyze Student Feedback on Teachers (Even Semesters).	Student Feedback on Teachers (Even Semesters) was analysed and appreciated the good feedback; and also suggested the principal to inform the teachers to improve their performance whose performance is below average.	
4	To approve Extension Activities by departments.	Department of English and Zoology have organized the extension activities. The efforts are appreciated by the members.	
5	To conduct Valedictory & Felicitation to retiring teachers.	Resolved to conduct Annual Day in the second week of April and to felicitate the retired and to be retiring teachers on the occasion.	
6	Any other.	Principal Dr. M. T. Kurani spoke at the end and advised to strictly follow the NAAC guidelines in the 4th cycle of A & A.	




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