

HASANATH COLLEGE

Minutes of Meetings and Action Taken Report 2022-23

INTERNAL QUALITY ASSUARANCE CELL (IQAC) MINUTES OF MEETINGS AND ACTION TAKEN REPORT ACADEMIC YEAR 2022-23

MINUTES OF MEETINGS

Meeting No. 1

Date: 18-8-2022

Venue: IQAC Cell

The IQAC Coordinator, Prof. Nazhat Ara Begum has welcomed and briefed the committee members about the agenda.

The Agenda of the meeting was discussed as under:

1. Constitution of the IQAC for the year 2022-23

It has been resolved to constitute the following IQAC members for the year 2022-23:

Dr. Alla Bakash, Principal is the **Chairperson and** Prof. Nazhat Ara Begum, as **Coordinator**

Management Members:

- 1) Mr Sulaiman Rabbani, Treasurer, HES
- 2) Mr Aziz Qader, Vice President, HES

Teacher Members:

- | | |
|--------------------------|--------------------|
| 1) Dr Md. Shamshuddin | Urdu Dept |
| 2) Mr. Imran Khan | Commerce Dept |
| 3) Mrs. Nazila Tabassum | Commerce Dept |
| 4) Ms. Khateejatul Kubra | Commerce Dept |
| 5) Mr. Abdul Musheet | Management Dept |
| 6) Mrs. Sameena | Commerce Dept (PG) |
| 7) Mrs. Yasmeen | Hindi Dept |
| 8) Mr. Manjunath | Kannada Dept |

Students:

- | | |
|----------------------|-----------|
| 1. Mr. Abdul Kareem, | III B.Com |
| 2. Ms. Hajaera | III B.Com |

- Alumni:** 1) Mr. Syed Jarulla Zakwan,
2) Ms Tasleem Siddiqua
- External Members:** 1) Mr Murali Munegowda
- Parents:** 1) Mr. Govinda Rajulu

2. Preparation of Academic Calendar:

It was resolved to prepare the Academic Calendar 2022-23 and to upload it on the website

3. Conducting Orientation programme for first years:

Decided to conduct orientation programme for the freshers on **1st September 2022**

4. Organizing Bridge course:

It was decided to organize bridge courses for those students who come from other streams and familiarize the concepts.

5. Conducting of Students Union Election:

The IQAC has decided to conduct students' union election for the academic year 2022-23. Ms. Khateejatul Kubra has been nominated as Student Election Commissioner to conduct students election in the 2nd week of September 2022.

6. Investiture ceremony


It was resolved in the IQAC meeting that Investiture ceremony will be held in last week of September 2022 to felicitate the students who won in students' Union Election.

7. Nomination of various Functional Committees:

The IQAC team nominated conveners to various functional committees for the smooth functioning of administration and academics.

8) Any other subject:

As no other business was to be transacted, the meeting concluded with a vote of thanks by IQAC Coordinator.



Coordinator
Nazhath Ara Begum




Principal
Hasanath College
Hennur, Bengaluru - 43

Principal
Dr. Alla Bakash

Outcome

1. The New IQAC team for the year 2022-23 has constituted, and regular meetings have conducted
2. Calendar of events prepared
3. Orientation programme conducted to know new regulations of university
4. Bridge Course organized for the benefit of new Students
5. Investiture ceremony to felicitate the students' union election was organized
6. Allotment of criterion-wise inputs to NAAC Core-Committee


Principal
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Hennur, Bengaluru - 43

Principal

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Meeting No. 2

Date: 20-10-2022

Venue: IQAC Cell

IQAC Coordinator Prof. Nazhath Ara Begum, has welcomed and briefed the committee members about the agenda.

The Agenda of the meeting was discussed as under:

1) Completion of syllabus:

Faculty has been informed to complete the syllabus on time

2) Result Analysis of Even semester:

-It was decided to analyze the result of even semester class wise and individual subject wise

3) Collecting feedback from students:

Collection of feedback was initiated from students by the IQAC

4) Preparation of AQAR of 2021-22

The IQAC decided to prepare AQAR of 2021-22 to submit to NAAC

5) Conducting of Parent Teachers Meeting of Odd semester:

It was decided to organize parent teacher meeting to get suggestions for improvement in the month of November 2022.

6) Remedial classes for weak students

In bid to help under-achieved students and to secure better marks, continues remedial classes were conducted. It was founded that there was 40% improvement in performances after identifying weak students.

7) Review of:

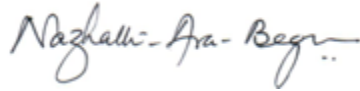
- Completion of Syllabus
- Conducting students internal assessment test
- Attendance Shortage
- Various Committee Activities

It was decided to review of syllabus reveals timely completion of portions; Conducting internal exams in the concerned subjects; To prepare the list of students having attendance shortage below 75% ; To gear up activities of various committees for ensuing LIC Inspection

8) Any other subject:

As no other business was to be transacted, the meeting concluded with a vote of thanks by IQAC

Coordinator.



Coordinator
Nazhath Ara Begum




Principal
Dr. Alla Bakash

Outcome

- 1) Syllabus completed on time and revision classes taken
- 2) Result analysis done and brought to notice of concerned lecturers about their performance
- 3) Feedback of the students has been analyzed
- 4) Parent Teacher Meeting organized and suggestions collected
- 5) Syllabus was completed as per the calendar of events of university
- 6) Student seminars, internal assessment test were conducted
- 7) Prepared list of students having attendance shortage
- 8) Remedial classes for weak students were conducted
- 9) Various committees have completed their activities




Principal

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MINUTES OF MEETINGS

Meeting No. 3

Date: 22-02-2023

Venue: IQAC Cell

IQAC Coordinator Prof. Nazhath Ara Begum, has welcomed and briefed the committee members about the agenda.

The Agenda of the meeting was discussed as under:

1) Review of Result of Odd semester:

-the committee has decided to analyze the result subject wise, individual and department wise and inform the same to the concerned departments for corrective actions.

2). Remedial classes for weak students

In bid to help under-achieved students and to secure better marks, continues remedial classes were conducted. It was founded that there was 40% improvement in performances after identifying weak students.

3) Framing of time table:

-The IQAC decided to prepare time table in consultation with all HODs

4) University LIC Visit preparations:

-The principal has directed to all Staff members to keep ready with the documents required as per LIC Team

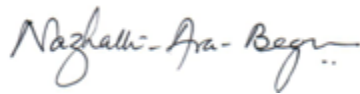
5) Conducting Cultural week:

It was decided to conduct cultural week under the auspices of Cultural committee in the last week of April 2023 and honour prize winners in College Annual Day.

6) Any other subject:

Honoring University Distinction and Toppers

The IQAC has been resolved to felicitate the distinction and toppers of the college in association with Management of the college for the students



Coordinator
Nazhath Ara Begum



Principal
Dr. Alla Bakash

Outcome

1. The toppers of Bengaluru North University Examinations have been felicitated
2. Results have been analyzed based on subject wise
3. Time table prepared to suit all dept requirements
4. LIC team visited college and accorded renewal of affiliation
5. Remedial classes for weak students were conducted
6. Cultural week conducted and prize winners have been identified



Principal

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MINUTES OF MEETINGS

Meeting No. 4

Date: 25-5-2023

Venue: IQAC Cell

IQAC Coordinator, Prof. Nazhath Ara Begum has welcomed and briefed the committee members about the agenda.

The Agenda of the meeting was discussed as under:

1) Special meeting on advertising about college for more admissions and starting of new course in BCA:

-It was decided to advertise about the college to attract more students in banners and pamphlets. It was further recommended to management to start a new course of BCA for the academic year 2023-24.

2) Organizing of Annual Day/ Graduation:

-It was decided to conduct of Annual Day/ Graduation Day in the month of May 2023 and to honour the prize winners.

3. To discuss plan of action for the year 2023-24:

-Decided to seek alumni participation to get more admissions and to get donations and scholarships to students.

3) Review of even semester working:

-Decided to review the syllabus completion, question paper revision, attendance, assignments, internals, examination preparation.

5) Best Outgoing students award:

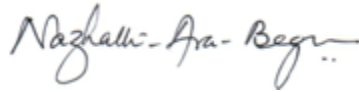
- Selection committee has been nominated to identify best outgoing students for the year 2022-23

6) Conducting of University Examinations:

-Examination Committee was formed to allot the Invigilation Duty and to conduct exams

7) Any other subject:

As no other business was to be transacted, the meeting concluded with a vote of thanks by IQAC Coordinator.



Coordinator
Nazhath Ara Begum




Principal
Dr.Alla Bakash

Outcome

- 1) Pamphlets were used to do marketing of college for admissions and new course of BCA has been applied to Bengaluru North University
- 2) College management extended their support to conduct Annual Day and prizes distribution was done
- 3) Alumni meeting were held to discuss on donations and scholarships
- 4) Syllabus completed and internal marks were allotted
- 5) Best outgoing students were nominated and felicitated
- 6) Bengaluru North University examinations May/June 2023 have completed successfully




Principal