



ಕೆ.ಎಲ್.ಇ. ಸಂಸ್ಥೆಯ

ರಾಜಾ ಲಖಮಗೌಡ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ

K.L.E. Society's

RAJA LAKHAMAGOUDA SCIENCE INSTITUTE, BELAGAVI



Autonomous

Re-Accredited with 'A' grade by NAAC

Ref. No: RLSI | IQAC | 2021-22 | 6

01 | 12 | 2021

### INTERNAL QUALITY ASSURANCE CELL - MEETING NOTICE

A meeting of the Internal Quality Assurance Cell is scheduled on **Saturday, the 4<sup>th</sup> December 2021 at 3.00 pm** in the IQAC office. All the members of the IQAC are requested to attend the meeting.

### AGENDA

1. To read and confirm the minutes of the previous meeting held on 10/08/2021
2. To approve the action taken report on the previous IQAC meeting resolutions
3. To discuss the academic action plan for the year 2021-22
4. To review the Autonomous Extension reports
5. To discuss the IIC action plan for Quarter 1 & 2
6. To review the activities under UBA
7. To discuss about organizing institute heritage fest "Janapada Jatre"
8. To conduct the Internal & External AAA
9. To plan the activities for National Science Day and International women day
10. To organize the capacity-building programmes for teaching and nonteaching staff
11. To plan for organizing Student Induction Programme for 2021-22 batch.
12. Any other related subject with the permission of the chair

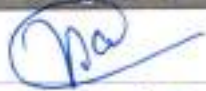


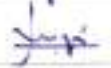

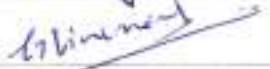




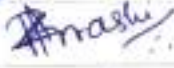






Dr. Sathisha M. P.  
IQAC Coordinator

Dr. (Smt) J. S. Kawalekar  
Principal

### Copy fwcs to:

1. Shri S. G. Nanjappanavar, Member from the Management
2. Shri B. L. Majukar, Member, Nominee from Local Society
3. Dr. (Smt) Neeta Jadhav, Member, Nominee from Alumni
4. Shri Ravindra K. Y., Member, Industrialist/Employer
5. Shri Chimalagi, Member, Stakeholders (Parent)
6. All the Members of the IQAC, Raja Lakhamagouda Science Institute, Belagavi

## MEETING ATTENDANCE

Sr. No.	IQAC Member	Signature
1	Dr. (Smt) J. S. Kawalekar	
2	Shri A. S. Pujar	
3	Dr. B. G. Bevinakatti	
4	Miss. M. S. Bagi	
5	Smt. H. I. Halappanavar	Absent
6	Dr. (Smt) V. R. Patil	
7	Dr. Jagadish Hiremath	
8	Smt. Pallavi Gundkal	Absent
9	Shri. B. K. Patil	
10	Dr. Vinay Kumar M.	
11	Dr. S. M. Bulbule	Absent
12	Shri. Vinayak Savatagi	
13	Shri. S. G. Nanjappanavar	
14	Smt. Karuna Amashi	
15	Shri. B. I. Majekar	Absent
16	Miss. Rose Monteiro	
17	Mr. Vishwanath Ankalagi	
18	Dr. (Smt) Neeta Jadhav	
19	Shri. Ravindra K. Y.	Absent
20	Shri. Chimalagi	
21	Shri V. K. Ganiger	
22	Dr. Sathisha M. P.	

## PROCEEDINGS OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Saturday, the 4<sup>th</sup> December 2021 at 3.00 pm** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. Sathisha M. P., IQAC Coordinator, Mr. V. K. Ganiger, Assistant IQAC Coordinator were present.

### **The following members attended the meeting:**

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Dr. (Smt) V. R. Patil, Shri. Dr. Jagadish Hiremath, Shri. B. K. Patil, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Shri. S. G. Nanjappanavar, Smt. Karuna Amasi, Miss. Rose Monteiro, Mr. Vishwanath Ankalagi, Dr. (Smt) Neeta Jadhav, Shri. Ravindra K. Y., Shri. Chimalagi, Shri V. K. Ganiger, Dr. Sathisha M. P.

### **The following members were unable to attend the meeting:**

Smt. Pallavi Gundkal, Smt. H. I. Halappanavar, Dr. S. M. Bulbule, Shri. B. L. Majukar, Shri. Ravindra K. Y.

Dr. Sathisha M. P. welcomed the members and presented the agenda for deliberations.

### **Agenda 1.** To read and confirm the minutes of the previous meeting held on 10/08/2021

IQAC Coordinator presented the minutes of previous IQAC meeting.

#### **Resolution**

The minutes of previous meeting read by the IQAC coordinator were approved.

### **Agenda 2.** To approve the action taken report on the previous IQAC meeting resolutions

Dr. Sathisha M. P. presented the report of actions taken on the resolutions in the previous meeting. Each and every item was elaborately discussed.

#### **Resolution**

The action taken report presented by the IQAC coordinator was appreciated.

### **Agenda 3.** To discuss the academic action plan for the year 2021-22

IQAC Coordinator called all the HoD's to present the academic action plan for the year 2021-22 as per the IQAC format. All the HoD's presented the same and committee has suggested few corrections to be done.

#### **Resolution**

The committee has resolved and directed all the HoD's to review the action plan as suggested by IQAC and submit the same to IQAC and follow up the plan meticulously.

**Agenda 4.** To review the Autonomous Extension reports

IQAC Coordinator with the consent of Chair asked the Coordinator for Autonomous Extension Committee to brief the reports. Dr. Latha M. S. briefed the status of Autonomous Extension reports and documentation.

**Resolution**

After detail discussion, the committee has suggested to follow up the procedures and to be in continuous communication with UGC to get the autonomous extension.

**Agenda 5.** To discuss the RLSIIC (Raja Lakhamagouda Science Institutions' Innovation Council) action plan for Quarter 1&2

IQAC Coordinator requested RLSIIC convener to brief the action plan for Quarter 1&2. Dr. Kirthi S. Byadagi briefed RLSIIC action plan for Quarter 1&2.

**Resolution**

The committee given the consent for the RLSIIC action plan for Quarter 1&2 and also suggested to scale up all the activities under RLSIIC.

**Agenda 6.** To review the activities under UBA

IQAC Coordinator called Coordinator for UBA to brief the activities under UBA. Mr. Bannur H.N. explained the details of preliminary activities done.

**Resolution**

It is resolved and directed the Coordinator for UBA to make the sub-committees including faculty & students to visit the adapted villages and to carry out the survey.

**Agenda 7.** To discuss about organizing institutes heritage fest "Janapada Jatre"

IQAC Coordinator briefed the importance of organizing the "Janapada Jatre" which is reflected as the best practice of our institute. Further, he also explained that because of Covid, "Janapada Jatre" was not organized last year.

**Resolution**

It is resolved and directed the committee to Plan and organize the "Janapada Jatre" in the month of March or April 2022 considering the pandemic situation,

**Agenda 8.** To conduct the Internal & External AAA

IQAC Coordinator with the consent of Chair recommended to go for Internal & External AAA.

**Resolution**

It is resolved and directed all the HoD's, Conveners for various support services to be prepared for the AAA as per the schedule by IQAC.

**Agenda 9.** To plan the activities for National Science Day & International Women day

IQAC Coordinator briefed the different activities to be organized for the celebration of National Science Day & International Women day.

**Resolution**

It is resolved and directed the HoD's, of Mathematics, Chemistry and Physics to organize special lecture series/workshops to celebrate National Science Day. Further, the committee suggested the convener of WEC to host various events to celebrate International Women day.

**Agenda 10.** To organize the capacity building programmes for teaching and non-teaching staff

IQAC Coordinator with the consent of Chair recommended to organize the various professional training programmes for teaching and non-teaching staff.

**Resolution**

It is resolved to organize the various professional training programmes for teaching and non-teaching staff. Further it is also resolved to encourage the teaching and non-teaching staff to participate in various professional training programmes which are very useful.

**Agenda 11.** To plan for organizing Student Induction Programme for 2021-22 batch

IQAC Coordinator with the consent of Chair discussed the plan for organizing Student Induction Programme for 2021-22 batch.

**Resolution**

Committee has discussed the plan of action for organizing the Student Induction Programme for 2021-22 batch and directed the members to organise the event in a befitting manner.

**Agenda 12.** Any other related subject with the permission of the chair

No issue was raised for deliberations.

The meeting was adjourned at 5.30 pm with the vote of thanks by Dr. Sathisha M. P., IQAC Coordinator.



Dr. Sathisha M. P.  
IQAC Coordinator



Dr. (Smt) J. S. Kawalekar  
Principal

### MINUTES OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Saturday, the 4<sup>th</sup> December 2021 at 3.00 pm** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. Sathisha M. P., IQAC Coordinator, Mr. V. K. Ganiger, Assistant IQAC Coordinator were present.

#### The following members attended the meeting:

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Dr. (Smt) V. R. Patil, Shri. Dr. Jagadish Hiremath, Shri. B. K. Patil, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Shri. S. G. Nanjappanavar, Smt. Karuna Amasi, Miss. Rose Monteiro, Mr. Vishwanath Ankalagi, Dr. (Smt) Neeta Jadhav, Shri. Ravindra K. Y., Shri. Chimalagi, Shri V. K. Ganiger, Dr. Sathisha M. P.

#### The following members were unable to attend the meeting:

Smt. Pallavi Gundkal, Smt. H. I. Halappanavar, Dr. S. M. Bulbule, Shri. B. L. Majakar, Shri. Ravindra K. Y.

#### The following Minutes were approved after the deliberations over the meeting agenda:

1. The minutes of previous meeting were approved.  
(RLSI | IQAC | 2021-22 | 5 | Dated: 10 | 08 | 2021)
2. The action taken report on the resolutions of the last meeting was approved.  
(RLSI | IQAC | 2021-22 | 5 | Dated: 10 | 08 | 2021)
3. It is resolved and directed all the HoD's to prepare the action plan as suggested by IQAC and follow up the plan strictly.
4. It is resolved and directed to have continuous communication with UGC to get the autonomous extension.
5. It is resolved to approve the RLSIIC action plan for Quarter 1&2 and suggested to scale up all the activities under RLSIIC.
6. It is resolved and directed the Coordinator for UBA to make the sub-committees including faculty & students to visit the adapted villages and to carry out the survey.
7. It is resolved to organize the "Janapada Jatre" in the month of March or April 2022 considering the pandemic situation.
8. It is resolved to go for AAA process.
9. It is resolved and directed the HoD's, of Mathematics, Chemistry and Physics to organize special lecture series/workshops to celebrate National Science Day & Convener of WEC to host various events to celebrate International Women day.
10. It is resolved to organize the various professional training programmes for teaching and non-teaching staff.
11. It is resolved to organize the Student Induction Programme for 2021-22 batch
12. No issue was raised for deliberations.

The meeting was adjourned at 5.30 pm with the vote of thanks by Dr. Sathisha M. P., IQAC Coordinator.

Dr. Sathisha M. P.  
IQAC Coordinator

Dr. (Smt) J. S. Kawalekar  
Principal

**ACTION TAKEN REPORT**

RLSI | IQAC | 2021-22 | 6

Dated: 04 | 12 | 2021

Sl. No.	Resolutions	Action Taken for Implementation & Outcome
1	The minutes of previous meeting red by the IQAC coordinator was approved	-
2	The action taken report presented by the IQAC coordinator was approved	-
3	It is resolved and directed all the HoD's to prepare the action plan as suggested by IQAC and follow up the plan meticulously	Academic action plans - Department wise were prepared and submitted to IQAC. IQAC has initiated follow-up procedures to monitor the activities as per action plan.
4	It is resolved and directed to have continuous communication with UGC to get the autonomous extension	Communicated to SWRO UGC regarding autonomous extension and we are in touch with In charge person from SWRO UGC in this connection.
5	It is resolved to approve the RLSIIC action plan for Quarter 1&2 and suggested to scale up all the activities under RLSIIC	RLSIIC action plan was approved and new IIC convener (Dr. Prashanth Hiremath) was appointed by the head of the institute as the previous convener was given the responsibility Coordinator of IQAC.
6	It is resolved and directed the Coordinator for UBA to make the sub-committees including faculty & students to visit the adapted villages and to carry out the survey	Coordinator for UBA along with the committee and students have successfully finished the required survey in the adapted villages.
7	It is resolved to organize the "JanapadaJatre" in the month of March or April 2022 considering the pandemic situation	"JanapadaJatre" is scheduled on 21st May 2022
8	It is resolved to go for AAA process	Conducted AAA on 15 Feb 2022
9	It is resolved and directed the HoD's, of Mathematics, Chemistry and Physics to organize special lecture series/workshops to celebrate National Science Day & Convener of WEC to host various events to celebrate International Women day	Chemistry & Mathematics Department organized student seminar and special lecture on National Science Day. WEC organized workshop on wet-waste management on 5 <sup>th</sup> March 2022
10	It is resolved to organize the various professional training programmes for teaching and non-teaching staff	Digital fluency training programme for Teachers on 17 <sup>th</sup> March 2022 Training/awareness programme on Govt Schemes for non-teaching staff on 8 <sup>th</sup> March 2022
11	To plan for organizing Student Induction Programme for 2021-22 batch	SIP was organized on 8 <sup>th</sup> & 9 <sup>th</sup> December 2021

Dr. Sathisha M. P.  
IQAC Coordinator

Dr. (Smt) J. S. Kawalekar  
Principal



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ರಾಜಾ ಲಖಮಗೌಡ ವಿಜ್ಞಾನ ಮಹಾವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ

K.L.E. Society's

RAJA LAKHAMAGOUDA SCIENCE INSTITUTE, BELAGAVI



Autonomous

Re-Accredited with 'A' grade by NAAC

Ref. No: RLSI/IQAC/2021-22/7/

Date: 25/04/2022

### INTERNAL QUALITY ASSURANCE CELL - MEETING NOTICE

A meeting of the Internal Quality Assurance Cell is scheduled on Thursday, the 28<sup>th</sup> April 2022 at 3.00 pm in the IQAC office. All the members of the IQAC are requested to attend the meeting.

#### AGENDA

1. To read and confirm the minutes of the previous meeting held on 04/12/2021
2. To approve the Action taken report on the previous IQAC meeting resolutions
3. To discuss the Academic Action Plan for the Even Semester (April to July 2022)
4. To discuss the Important celebration days
5. To discuss department wise action plan for the Even Semester
6. Nomination of IQAC Co-ordinator and formation of NAAC steering committee
7. To discuss the timeline for preparation of SSR
8. To discuss about organizing the various Training /Workshop related to documentation of SSR
9. To discuss about organizing Faculty Enrichment/Soft Skills for Teaching and Non-Teaching staff
10. To discuss the IIC action plan for Quarter 3 & 4
11. Any other related subject with the permission of the Chair

  
Dr. (Miss.) Kirthi S. Byadagi  
IQAC Coordinator


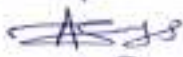


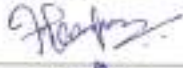

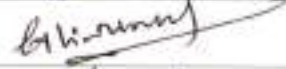





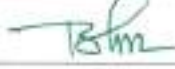
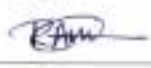

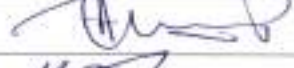
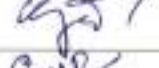
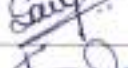

  
Dr. (Smt.) J. S. Kawalekar  
Principal

#### Copy fwcs to:

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2. Shri. B. L. Majurkar, Member, Nominee from Local Society
3. Dr. (Smt) Neeta Jadhav, Member, Nominee from Alumni
4. Shri. Ravindra K. Y., Member, Industrialist/Employer
5. Shri. A. S. Chimmalagi, Member, Stakeholders (Parent)
6. All the Members of the IQAC, Raja Lakhamagouda Science Institute, Belagavi



## MEETING ATTENDENCE

Sr. No.	IQAC Member	Signature
1	Dr. (Smt) J. S. Kawalekar	
2	Shri A. S. Pujar	
3	Dr. B. G. Bevinakatti	
4	Miss. M. S. Bagi	
5	Smt. H. I. Halappanavar	
6	Smt. S. P. Salimath	
7	Dr. J.N. Hiremath	
8	Shri. Shivayogi .Patil	
9	Shri. B. K. Patil	Absent
10	Dr. Vinay Kumar M.	
11	Dr. S. M. Bulbuli	
12	Shri. V.S. Savatagi	
13	Shri. S. G. Nanjappanavar	
14	Shri. S.M.Bellad	Absent
15	Shri. B. L. Majukar	
16	Miss. Rose Monteiro	
17	Mr. Vishwanath Ankalagi	Absent
18	Dr. (Smt) Neeta Jadhav	Absent
19	Shri. Ravindra K. Y.	
20	Shri. A.S. Chimalagi	
21	Shri. V. K. Ganiger	
22	Dr. Sathisha M. P.	
23	Dr(Miss). K.S.Byadagi	

## PROCEEDINGS OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Thursday, the 28<sup>th</sup> April 2022 at 3.00 pm** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. (Miss). K. S. Byadagi, IQAC Coordinator, Shri. V. K. Ganiger, Assistant IQAC Coordinator were present.

### **The following members attended the meeting:**

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Smt. H. I. Halappannavar, Dr. Jagadish Hiremath, Shri. Shivayogi A. Patil, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Smt. S. P. Salimath, Dr. S. M. Bulbuli, Miss. Rose Monteiro, Shri. S. G. Nanjappanavar, Dr. Sathisha M. P., Shri. B. L. Majukar, Shri. Ravindra K. Y., Shri. A. S. Chimmalagi, Shri V. K. Ganiger, Dr. (Miss). K. S. Byadagi.

### **The following members were unable to attend the meeting:**

Shri. B. K. Patil, Dr. (Smt) Neeta Jadhav, Shri. S. M. Bellad, Mr. Vishwanath Ankalagi

Dr. (Miss) K. S. Byadagi welcomed the members and presented the agenda for deliberations.

### **Agenda 1.** To read and confirm the minutes of the previous meeting held on 4/12/2021

IQAC Coordinator presented the minutes of previous IQAC meeting.

#### **Resolution**

The minutes of previous meeting read by the IQAC coordinator were approved.

### **Agenda 2.** To approve the action taken report on the previous IQAC meeting resolutions.

#### **Resolution**

The action taken report presented by the IQAC coordinator was approved with the suggestion that the action plan should be implemented effectively. Each and every item was elaborately discussed.

### **Agenda 3.** To discuss the academic action plan for the even semester (April to July 2022)

#### **Resolution**

The IQAC committee has resolved and planned to organize

- FDP/ orientation programme for teaching faculty
- Soft skill training programme for non teaching staff
- Workshops related to SSR documentation
- One day National Seminar/Conference on NEP 2020/NAAC

**Agenda 4.** To discuss the celebration of important days

Following the tradition and our responsibility towards Mother Nature, IQAC members proposed to celebrate the world Ozone day creating awareness to save Ozone.

**Resolution**

The committee has resolved and directed the various Departments to celebrate important celebration days, like World Earth Day, World Environment Day, International Day of Light etc to create importance and awareness.

**Agenda 5.** To discuss department wise action plan for the even semester

IQAC Coordinator directed to all the heads of departments to prepare the action plan and time schedule for the even semester.

**Resolution**

It was resolved to organize the events like National Conference and Seminar, Workshops, Extension activities, Science Exhibitions, Alumni interactions, Activities under MoU, Internships, Social Awareness programme, Academic, Field and Industrial visits etc.,

**Agenda 6.** Nomination of IQAC Co-ordinator and NAAC steering committee**Resolution**

As per the discussions with the IQAC members, it was resolved to nominate Dr. Kirthi S. Byadagi as the new IQAC Co-ordinator and NAAC steering committee was updated.

**Agenda 7.** To discuss the timeline for preparation of SSR**Resolution**

It was discussed and finalized the timeline for the preparation of SSR.

**Agenda 8.** To discuss about organizing the various Training /Workshop related to documentation of SSR**Resolution**

It was discussed and resolved to organize various activities related to documentation of SSR and encourage participating in activities organized by other institutions.

**Agenda 9.** To discuss about organizing Faculty Enrichment/Soft Skills for Teaching and Non-Teaching staff**Resolution**

It was discussed and resolved to organize FDP on various topics related to professional ethics, research methodology, NAAC, Outcome based education etc for teaching staff and soft skills for nonteaching staff.

**Agenda 10.** To discuss the IIC action plan for Quarter 3 & 4

**Resolution**

It was discussed and resolved to organize activities as the IIC schedule on entrepreneurship, awareness on IPR, visit to incubation centre, mentor- mentee institutional visit, Conduction of Smart Hakathon, impact lecture series etc.

**Agenda 11.** Any other related subject with the permission of the Chair

No issue was raised for deliberations.

The meeting was adjourned at 5.30 pm with the vote of thanks by Dr. Kirthi S. Byadagi, IQAC Coordinator.



Dr. Kirthi S. Byadagi  
IQAC Coordinator



Dr. (Smt) J. S. Kawalekar  
Principal

### MINUTES OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Thursday, the 28<sup>th</sup> April 2022 at 3.00 pm** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. Kirthi S. Byadagi, IQAC Coordinator, Mr. V. K. Ganiger, Assistant IQAC Coordinator were present.

**The following members attended the meeting:**

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Smt. H. I. Halappannavar, Dr. Jagadish Hiremath, Shri. Shivayogi A. Patil, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Smt. S. P. Salimath, Dr. S. M. Bulbuli, Miss. Rose Monteiro, Shri. S. G. Nanjappanavar, Dr. Sathisha M. P., Shri. B. L. Majukar, Shri. Ravindra K. Y., Shri. A. S. Chimmalagi, Shri V. K. Ganiger, Dr. (Miss). K. S. Byadagi.

**The following members were unable to attend the meeting:**


Shri. B. K. Patil, Dr. (Smt) Neeta Jadhav, Shri. S. M. Bellad, Mr. Vishwanath Ankalagi

**The following Minutes were approved after the deliberations over the meeting agenda:**

1. The minutes of previous meeting were approved.  
(RLSI | IQAC | 2021-22 | 6 | Dated: 04 | 12 | 2021)
2. The action taken report on the resolutions of the last meeting was approved.  
(RLSI | IQAC | 2021-22 | 6 | Dated: 04 | 12 | 2021)
3. The IQAC committee has resolved and planned to organize FDP/ orientation programme for teaching faculty, Soft skill training programme for non teaching staff, Workshops related to SSR documentation, One day National Seminar/Conference on NEP 2020/NAAC
4. The committee has resolved and directed the various Departments to celebrate the celebration of important days, like World Earth Day, World Environment Day, International Day of Light etc to create importance and awareness.
5. It was resolved to organize the events like National Conference and Seminar, Workshops, Extension activities, Science Exhibitions, Alumni interactions, Activities under MoU, Internships, Social Awareness programme, Academic, Field and Industrial visits etc.,
6. As per the discussions with the IQAC members, it was resolved to nominate Dr. Kirthi S. Byadagi as the new IQAC Co-ordinator and NAAC steering committee was updated.
7. It was discussed and finalized the timeline for the preparation of SSR.

8. It was discussed and resolved to organize various activities related to documentation of SSR and encourage participating in activities organized by other institutions.
9. It was discussed and resolved to organize FDP on various topics related to professional ethics, research methodology, NAAC, Outcome based education etc for teaching staff and soft skills for nonteaching staff.
10. It was discussed and resolved to organize activities as the IIC schedule on entrepreneurship, awareness on IPR, visit to incubation centre, mentor- mentee institutional visit, Smart Hakathon, Impact lecture series etc.
11. No issue was raised for deliberations.

The meeting was adjourned at 5.00 pm with the vote of thanks by Dr. Kirthi S. Byadagi, IQAC Coordinator.



Dr. Kirthi S. Byadagi,  
IQAC Coordinator



Dr. (Smt) J. S. Kawalekar  
Principal

**ACTION TAKEN REPORT**

RLSI | IQAC | 2021-22 | 7

Dated: 28 | 04 | 2022

Sl. No.	Resolutions	Action Taken for Implementation & Outcome
1	The minutes of previous meeting read by the IQAC coordinator was approved.	-
2	The action taken report presented by the IQAC coordinator was approved.	-
3	The IQAC committee has resolved and planned to organize FDP/orientation programme for teaching faculty, Soft skill training programme for non-teaching staff, Workshops related to SSR documentation, One day National Seminar/Conference on NEP 2020/NAAC	<ul style="list-style-type: none"> <li>• KLEs NAAC Peer Team visited on 15<sup>th</sup>Feb, 2022 gave insights regarding SSR documentation</li> </ul>
4	The committee has resolved and directed the various Departments to celebrate important celebration days, like World Earth Day, World Environment Day, International Day of Light etc to create importance and awareness.	<ul style="list-style-type: none"> <li>• Dept. of Physics celebrated International Day of Light on 25<sup>th</sup>May, 2022 by conducting Guest lecture and Poster Presentation Competition</li> <li>• Dept. of Library &amp; Information Science celebrated Librarians Day on 12<sup>th</sup>Aug, 2022 etc.,</li> </ul>
5	It was resolved to organize the events like National Conference and Seminar, Workshops, Extension activities, Science Exhibitions, Alumni interactions, Activities under MoU, Internships, Social Awareness programme, Academic, Field and Industrial visits etc.,	<ul style="list-style-type: none"> <li>• Dept. of Library &amp; Information Science organized</li> <li>• Book Exhibition on Life science &amp; Competitive exams was held on 29<sup>th</sup> and 30<sup>th</sup>April, 2022</li> <li>• Book Exhibition on Yoga was held on 21<sup>st</sup>June, 2022</li> <li>• Dept. of Physics &amp; Electronics conducted state level intercollegiate Physics Model Exhibition on 11<sup>th</sup> July, 2022</li> <li>• Dept. of Chemistry organized One Day National Seminar on Climate Change and its Impact on 30<sup>th</sup>July, 2022 etc.,</li> </ul>
6	As per the discussions with the IQAC members, it was resolved to nominate Dr. Kirthi S. Byadagi as the new IQAC Co-ordinator and NAAC steering committee was updated.	<ul style="list-style-type: none"> <li>• Approved the nomination of new IQAC coordinator and NAAC Steering Committee</li> </ul>
7	It was discussed and finalized the timeline for the preparation of SSR.	<ul style="list-style-type: none"> <li>• Time line for SSR documentation was prepared and executed</li> </ul>
8	It was discussed and resolved to organize various activities related to documentation of SSR and encourage participating in activities organized by other institutions.	<ul style="list-style-type: none"> <li>• Regular meetings &amp; activities were conducted related to SSR documentation</li> <li>• Three of our faculty attended One Day National Seminar on NEP-2020: A Paradigm Shift in Holistic Education conducted by RPD College of Arts &amp; Commerce, Belagavi on 23<sup>rd</sup> April, 2022</li> <li>• IQAC Coordinator and Deputy IQAC coordinator attended Virtual National Level Workshop on Transformation through NAAC Accreditation Process organized by Institute</li> </ul>

		for Academic Excellence, Hyderabad on 20 <sup>th</sup> & 21 <sup>st</sup> June, 2022. etc.,
9	It was discussed and resolved to organize FDP on various topics related to professional ethics, research methodology, NAAC, Outcome based education etc for teaching staff and soft skills for nonteaching staff.	<ul style="list-style-type: none"> <li>• IQAC organized 5 Days FDP was conducted from 19<sup>th</sup> to 23<sup>rd</sup> July 2022</li> </ul>
10	It was discussed and resolved to organize activities as the IIC schedule on entrepreneurship, awareness on IPR, visit to incubation centre, mentor-mentee institutional visit, Conduction of Smart Hakathon, impact lecture series etc.	<p>IIC conducted various activities in association with all depts. &amp; our IIC Mentor-Mentee Institute</p> <ul style="list-style-type: none"> <li>• Internal Smart India Hackathon on 10<sup>th</sup> May, 2022</li> <li>• Calendar activities on IP and Youth and Awareness on IPR on 11<sup>th</sup> May, 2022</li> <li>• orientation sessions by Innovation Ambassador on 18<sup>th</sup> &amp; 19<sup>th</sup> May, 2022</li> <li>• Exposure visit to Incubation Unit, Deshpande Foundation, Hubballi on 6<sup>th</sup> July, 2022</li> <li>• IIC coordinators and Convener Visited to Cambridge Institute technology, Bengaluru (Mentor Mentee Institute) on etc.,</li> </ul>

  
 Dr. Kirthi S. Byadagi  
 IQAC Coordinator

  
 Dr. (Smt) J. S. Kawalekar  
 Principal





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RAJA LAKHAMAGOUDA SCIENCE INSTITUTE, BELAGAVI



Autonomous

Re-Accredited with 'A' grade by NAAC

Ref. No: RLSI/IQAC/2021-22/8

Date: 11/08/2022

### INTERNAL QUALITY ASSURANCE CELL - MEETING NOTICE

A meeting of the Internal Quality Assurance Cell is scheduled on Tuesday, the 16<sup>th</sup> August 2022 at 11.00 am in the IQAC office. All the members of the IQAC are requested to attend the meeting.

#### AGENDA

1. To read and confirm the minutes of the previous meeting held on 28/04/2022.
2. To approve the Action Taken Report of the previous IQAC meeting resolutions.
3. To read out the department wise Academic Action Taken Report for the Even Semester (April 2022 to August 2022).
4. To discuss the important celebration days.
5. To discuss the progress of SSR preparation.
6. To discuss about organizing Soft Skill training program for Non-Teaching staff.
7. To discuss the proposal for NAAC sponsored Seminar/Workshop.
8. To read out the IIC Action Taken Report for Quarter 3 & 4.
9. Any other related subject with the permission of the Chair.

  
Dr. (Miss) Kirthi S. Byadagi  
IQAC Coordinator

  
Dr. (Smt) J. S. Kawalekar  
Principal

#### Copy fives to:

1. Shri. S. G. Nanjappanavar, Member from the Management
2. Shri. B. L. Majurkar, Member, Nominee from Local Society
3. Dr. (Smt) Neeta Jadhav, Member, Nominee from Alumni
4. Shri. Ravindra K. Y., Member, Industrialist Employer
5. Shri. A. S. Chimmalagi, Member, Stakeholders (Parent)
6. All the Members of the IQAC, Raja Lakhamagouda Science Institute, Belagavi



## MEETING ATTENDENCE

Sr. No.	IQAC Member	Signature
1	Dr. (Smt) J. S. Kawalekar	
2	Shri A. S. Pujar	
3	Dr. B. G. Bevinakatti	
4	Miss. M. S. Bagi	
5	Miss. R.S. Maben	
6	Smt. S. P. Salimath	
7	Dr. J. N. Hiremath	Absent
8	Smt. Pallavi Gundakal	
9	Shri. B. K. Patil	Absent
10	Dr. Vinay Kumar M.	
11	Dr. S. M. Bulbuli	
12	Shri. V.S. Savatagi	
13	Shri. S. G. Nanjappanavar	
14	Shri. S. M. Bellad	
15	Shri. B. L. Majukar	Absent
16	Miss. Rose Monteiro	
17	Mr. Vishwanath Ankalagi	
18	Dr. (Smt) Neeta Jadhav	
19	Shri. Ravindra K. Y.	Absent
20	Shri. A. S. Chimmalagi	
21	Shri. V. K. Ganiger	
22	Dr. Sathisha M. P.	
23	Dr(Miss). K. S. Byadagi	

Sr. No.	Invitees	Signature
1	Dr. R. S. Hiremath	
2	Smt. M. C. Hunashibeej	
3	Shri. H. N. Bannur	
4	Dr. P. B. Hiremath	Absent
5	Smt. D. S. Shettar	
6	Miss. A. B. Magadum	Absent
7	Shri. A. D. Sutar	

## PROCEEDINGS OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Tuesday, the 16<sup>th</sup> August 2022 at 11.00 am** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. (Miss). K. S. Byadagi, IQAC Coordinator, Shri. V. K. Ganiger, Assistant IQAC Coordinator were present.

### **The following members attended the meeting:**

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Miss. R. S. Maben, Smt. S. P. Salimath, Smt. Pallavi Gundkal, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Dr. S. M. Bulbuli, Miss. Rose Monteiro, Mr. Vishwanath Ankalagi, Shri. S. G. Nanjappanavar, Dr. Sathisha M. P., Shri. A. S. Chimmalagi, Dr. (Smt) Neeta Jadhav, Shri. S. M. Bellad, Shri V. K. Ganiger, Dr. (Miss). K. S. Byadagi.

### **The following members were unable to attend the meeting:**

Shri. Ravindra K. Y., Shri. B. L. Majukar, Shri. B. K. Patil, Dr. J. N. Hiremath, Dr. P. B. Hiremath, Miss. A. B. Magadam

Dr. (Miss) K. S. Byadagi welcomed the members and presented the agenda for deliberations.

**Agenda 1.** To read and confirm the minutes of the previous meeting held on 28/04/2022  
IQAC Coordinator presented the minutes of previous IQAC meeting.

#### **Resolution**

The minutes of previous meeting read by the IQAC coordinator were approved.

**Agenda 2.** To approve the action taken report on the previous IQAC meeting resolutions

#### **Resolution**

The action taken report presented by the IQAC coordinator was approved with the suggestion that the action plan should be implemented effectively. Each and every item was elaborately discussed.

**Agenda 3.** To read out the department wise Academic Action Taken Report for the Even Semester (April 2022 to August 2022).

#### **Resolution**

Head of the departments presented the academic action taken report for the activities conducted during the even semester from April 2022 to August 2022.

**Agenda 4.** To discuss the important celebration days

IQAC Coordinator directed to all the heads of departments to plan for the celebration of important days

**Resolution**

The committee has resolved and directed the various Departments to celebrate important celebration days, like National Sports Day, Hindi Diwas, National Unity Day, National Educational Day etc., to create importance and awareness.

**Agenda 5.** To discuss the progress of SSR preparation.

IQAC Coordinator directed to the members to adhere with the timeline of SSR documentation

**Resolution**

It was resolved to collect the data of qualitative and quantitative metrics with respect to their criterions.

**Agenda 6.** To discuss about organizing Soft Skill training program for Non-Teaching staff.

**Resolution**

As per the discussions with the IQAC members, it was resolved to organize soft skill training program in the due course.

**Agenda 7.** To discuss the proposal for NAAC sponsored Seminar/Workshop.

**Resolution**

It was discussed and resolved to send the proposal to organize NAAC sponsored Seminar on "NAAC Revised Accreditation Framework (RAF) and its Relevance to NEP-2020" in the last week of August.

**Agenda 8.** To read out the IIC Action Taken Report for Quarter 3 & 4.

IQAC coordinator on behalf of IIC Convener read The IIC Action taken report conducted for quarter 3 and 4.

**Agenda 9.** Any other related subject with the permission of the Chair

- The parent representative suggested to invite parents for Janapada Jatre
- Alumni representative suggested to conduct activities under cyber securities and to keep 5 years track during NAAC peer visit
- Student representative requested to organise workshops under Financial literacy and Behavioural Things
- The External Members suggested to felicitate distinct alumni and other achievers in career and sports from institution

The meeting was adjourned at 12.30 pm with the vote of thanks by Dr. Kirthi S. Byadagi, IQAC Coordinator.

  
Dr. Kirthi S. Byadagi  
IQAC Coordinator

  
Dr. (Smt) J. S. Kawalekar  
Principal

## MINUTES OF THE MEETING

A meeting of the Internal Quality Assurance Cell was held on **Tuesday, the 16<sup>th</sup> August 2022 at 11.00 am** in the IQAC office. Dr. (Smt) J. S. Kawalekar, Principal presided over the meeting. Dr. (Miss). K. S. Byadagi, IQAC Coordinator, Shri. V. K. Ganiger, Assistant IQAC Coordinator were present.

### **The following members attended the meeting:**

Dr. (Smt) J. S. Kawalekar, Shri A. S. Pujar, Dr. B. G. Bevinakatti, Miss. M. S. Bagi, Miss. R. S. Maben, Smt. S. P. Salimath, Smt. Pallavi Gundkal, Dr. Vinay Kumar M., Shri. Vinayak Savatagi, Dr. S. M. Bulbuli, Miss. Rose Monteiro, Mr. Vishwanath Ankalagi, Shri. S. G. Nanjappanavar, Dr. Sathisha M. P., Shri. A. S. Chimmalagi, Dr. (Smt) Neeta Jadhav, Shri. S. M. Bellad, Shri V. K. Ganiger, Dr. (Miss). K. S. Byadagi.

### **The following members were unable to attend the meeting:**

Shri. Ravindra K. Y, Shri. B. L. Majekar, Shri. B. K. Patil, Dr. J. N. Hiremath, Dr. P. B. Hiremath, Miss. A. B. Magadam

### **The following Minutes were approved after the deliberations over the meeting agenda:**


1. The minutes of previous meeting were approved.  
(RLSI | IQAC | 2021-22 | 7 | Dated: 28 | 04 | 2022)
2. The action taken report on the resolutions of the last meeting was approved.  
(RLSI | IQAC | 2021-22 | 7 | Dated: 28 | 04 | 2022)
3. Head of the departments presented the academic action taken report for the activities conducted during the even semester from April 2022 to August 2022.
4. The committee has resolved and directed the various Departments to celebrate important celebration days, like National Sports Day, Hindi Diwas, National Unity Day, National Educational Day etc., to create importance and awareness.
5. It was resolved to collect the data of qualitative and quantitative metrics with respect to their criterions.
6. As per the discussions with the IQAC members, it was resolved to organize soft skill training program in the due course.
7. It was discussed and resolved to send the proposal to organize NAAC sponsored Seminar on "NAAC Revised Accreditation Framework (RAF) and its Relevance to NEP-2020" in the last week of August.
8. IQAC coordinator on behalf of IIC Convener read The IIC Action taken report conducted for quarter 3 and 4.
9. Any other related subject with the permission of the Chair
  - The parent representative suggested to invite parents for Janapada Jatre
  - Alumni representative suggested to conduct activities under cyber securities and to keep 5 years track during NAAC peer visit

- Student representative requested to organise workshops under Financial literacy and Behavioural Things
- The External Members suggested to felicitate distinct alumni and other achievers in career and sports from institution

The meeting was adjourned at 12.30 pm with the vote of thanks by Dr. Kirthi S. Byadagi, IQAC Coordinator.



Dr. Kirthi S. Byadagi  
IQAC Coordinator



Dr. (Smt) J. S. Kawalekar  
Principal