

College Code : 7631



**ಎಸ್.ಈ.ವಿ. ವಿಜ್ಞಾನ ವಾಣಿಜ್ಯ ಮತ್ತು ಕಲಾ ಕಾಲೇಜು**

(ಬೆಂಗಳೂರು ಉತ್ತರ ವಿಶ್ವವಿದ್ಯಾಲಯದಿಂದ ಸಂಯೋಜನೆಗೊಂಡಿದೆ ಹಾಗೂ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಮಾನ್ಯತೆ ಪಡೆದಿದೆ)

**S.E.A COLLEGE OF SCIENCE, COMMERCE & ARTS**

(Affiliated to Bengaluru North University, and Recognized by Govt. of Karnataka )

NAAC Accredited with 'B' Grade

Ekthanagar, A. Krishnappa Circle Ayyappanagar, Devasandra Main Road, Virgonagar Post, K.R. Puram, Bengaluru -560 049.

Tel. : 25613741 / 42 Fax : 25613418 Mob : 9900732511 E-Mail: priseadegree@gmail.com Website : www.seadegree.ac.in

REF.NO.SEAD/IQAC/0182/2018

Date:02/07/2018

### Circular

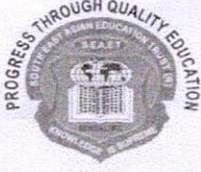
All the members of Internal Quality Assurance Cell are here by informed that, the IQAC meeting is scheduled on 3<sup>rd</sup> July 2018. You are requested to make it convenient to attend the meeting

Venue: 207

Time: 12 PM

PRINCIPAL  
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Ekthanagar, Ayyappa Nagar Circle,  
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College Code : NS



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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Minutes of Meeting

2018 – 2019

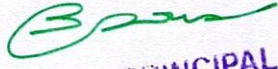
**Date** – 3<sup>rd</sup> July 2018

**Time** – 12.00 p.m.

**Venue** – Vice Principal Cabin

#### Agenda:

- I. Feedback system
- II. Curriculum planning
- III. Curriculum delivery
- IV. Continuous Internal Assessment
- V. Academic flexibility
- VI. Activities related to cross cutting issues
- VII. Faculty Development Programme.

  
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### **Action Taken Report:**

1. Complete feedback report of students, faculty members and management from previous year was considered for constituting current academic year plans.
2. Curriculum was planned for the current academic year, which included calendar of events, work load, programme wise lesson plan, subject allotment, time table preparation, class co coordinators and defined programme outcomes and course outcomes.
3. A follow-up of curriculum delivery was made on, commencement of classes, room allotment, mentor – mentee list, faculty work done diary and syllabus completion report.
4. Special attention was paid in conducting continuous formative assessment, quiz, group discussions, seminar presentation, extra and co-curricular activities, summative assessment, evaluation and students performance.
5. A total of 19 value added courses were added which also included online courses such as MOOCS, SWAYAM, NPTEL and so on to create academic flexibility.
6. Organizations such as Women Empowerment Cell, NCC, NSS, YRC conducted various seminars and workshops to tackle cross cutting issues such as gender equality and other human value related issues.
7. Special training programmes were conducted by experts of the field to faculties to uplift and enhance their teaching skills with updated easy techniques.

### **Resolutions:**

1. It was decided to enforce ICT enabled teaching
2. It was recommended to include various bridge courses and remedial classes for slow learners to improve their academic performance.
3. It was decided to conduct programmes and workshops for students on resume writing, employability skills, aptitude test, personality development and career counseling.



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Bangalore - 560 049

**Members present:**

1. Prof. K. Viyanna Rao - Director of SEA Group Institutions
2. Dr. Muthe Gowda T.N - Principal of SEA Degree College
3. Asst. Prof Manjunatha S - IQAC Co - Ordintor
4. Dr. Raji S - Vice Principal
5. Dr. Shivakumar G.N - IQAC Member
6. Asst. Prof. Vijay Kumar M.C - IQAC Member
7. Asst. Prof. Mahalingaiah G.K - HOD of Economics Department
8. Asst. Prof. Hemavathi M - IQAC Member
9. Asst. Prof. Nethra H.S - IQAC Member
10. Asst. Prof. Bharathi A - IQAC Member
11. Asst. Prof. Karabi Das - IQAC Member
12. Asst. Prof. Sarala - Department of English

  
**PRIN' PAL**  
SEA College of Science Commerce & Arts  
Ayyappa Nagar, Ekitha Nagar,  
Virgo Nagar, Post, K.R. Puram,  
BENGALURU - 560049.

DONE

College Code : 7631



**ಎಸ್.ಈ.ವಿ. ವಿಜ್ಞಾನ ವಾಣಿಜ್ಯ ಮತ್ತು ಕಲಾ ಕಾಲೇಜು**

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REF.NO.SEAD/IQAC/0183/2018

Date:17/12/2018

### Circular

All the members of Internal Quality Assurance Cell are here by informed that, the IQAC meeting is scheduled on **19/12/2018**. You are requested to make it convenient to attend the meeting

Venue: Room No-2<sup>nd</sup> floor IQAC ROOM

Time: 10 .15 AM

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### MINUTES OF MEETING-2018-2019

**Date:** 19/12/2018

**Time:** 10:15 AM

**Mode:** Offline

**Venue:** Room No. 2<sup>nd</sup> floor IQAC Room

#### AGENDA

- Academic activities for the academic year 2018-2019
- Regarding the peer Team visit.
- Discussion on improving teaching methodologies.
- Introducing new courses for the next Academic Year.
- AQAR Reports preparation and submission to NAAC
- The committee planned to conduct the inter college sports day
- Discussion to conduct the VITRINA FEST for the year 2019

The date of next meeting 15/03/2019

  
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## ACTION TAKEN REPORT

- As a part of quality initiative, communicated with HOD's of all the department and club coordinators regarding conducting academic activities.
- Regarding the peer team visit to the institution instructed all the HOD's and administrative staff to keep the documents ready
- It was discussed to improve the teaching methodologies by adopting ICT tools.
- Discussed to introduce new course MTTM-Master of Tourism and Travel Management and its sanction procedure.
- IQAC Coordinator Mr. Manjunatha explained to all the criteria in charge faculties about documentation of AQAR .
- Committee communicated with sports coordinator and cultural coordinator regarding conducting of inter college sports day and VITRINA inter collegiate cultural fest.

### **Members present**

1.	Prof. K. Viyyanna Rao
2.	Dr.Muthe Gowda T.N
3.	Mr. Manjunatha S
4.	Dr. Raji.S
5.	Dr. Shiva Kumar G. N
6.	Mr. Vijayakumar M.C
7.	Mr. Mahalingaiah G. K
8.	Ms. Hemavathi M
9.	Ms. Nethra H. S
10.	Ms. Bharathi. A
11.	Ms. Karabi Das
12.	Ms. Sarala M

  
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REF.NO.SEAD/IQAC/0184/2019

Date:13/03/2019

### Circular

All the members of Internal Quality Assurance Cell are here by informed that, the IQAC meeting is scheduled on 15<sup>th</sup> March 2019. You are requested to make it convenient to attend the meeting

Venue: 2<sup>nd</sup> floor, IQAC ROOM

Time: 1. 30 PM

  
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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### MINUTES OF MEETING-2018-2019

**Date:** 15/03/2019

**Time:** 1:30 PM


**Mode:** Offline

**Venue:** Room No. IQAC room

#### AGENDA

- Preparation and Submission of AQAR to NAAC for the Academic Year 2018-19
- Discussion about criteria wise documentation and review
- Reconstitution of the IQAC Committee
- Appointing New members to IQAC

**Date of next meeting:** 22/11/2019


  
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## ACTION TAKEN REPORT

- Documentation of AQAR done by all the criteria in charge members for the academic year 2018-19 was reviewed for submission to NAAC.
- Internal quality assurance cell was reconstituted by Appointing New Faculty Members Ms. Megha H R and Ms. Karabi Das as IQAC Members.

### Members present

1.	Prof. K. Viyyanna Rao
2.	Dr. Muthe Gowda T. N
3.	Dr. Raji S
4.	Mr. Manjunatha S
5.	Dr. Shiva Kumar G. N
6.	Mr. Vijaya Kumar M.C
7.	Mr. Mahalingaiah G. K
8.	Ms. Hemavathi M
9.	Ms. Nethra H. S
10.	Ms. Bharathi A
11.	Ms. Karabi Das

  
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