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ST. ALOYSIUS DEGREE COLLEGE

Centre for Post Graduate Studies
Accredited by NAAC

Sarvagna Nagar, Cox Town, Bengaluru-560 005

Phone: 080 25460226 / 25466393 / Fax: 25466394/ Mob: 7975543466 website: www.aloysiusdegree.college

Ref. No.:.....

Date:.....

Time: 2:30PM

Date: 25-05-2023

Venue: Board Room

Agenda: Preparation for Upcoming NAAC Accreditation

The meeting began with a discussion led by the Principal regarding the college's preparation for the upcoming NAAC accreditation.

1. Review of Previous Recommendations:

The Principal highlighted the need to address the recommendations from the previous NAAC accreditation cycle to strengthen the college's performance and outcomes.

2. Completion of Calendar of Events:

Staff members were urged to complete the Calendar of Events as outlined in the Student Handbook. These activities are crucial for meeting NAAC expectations.

3. Data Collection:

The IQAC Coordinator instructed the NAAC Criterion Coordinators to collect and compile data for their respective criteria in preparation for the accreditation process.

4. Infrastructure Improvements:

The Criterion Coordinators were asked to focus on identifying areas for improvement in the college's infrastructure, which is a key aspect of the accreditation criteria.

5. Visit to St. Anne's Degree College:

The Principal proposed that the Criterion Coordinators visit St. Anne's Degree College to seek guidance from their Principal and gather insights to enhance the college's preparation.

Dr. Sagarapany B.
Principal
ST. ALOYSIUS DEGREE COLLEGE
Sarvagnanagar, Cox Town.



Amanth
IQAC Coordinator
St. Aloysius Degree College
Cox Town, Bengaluru-560005.

26-05-2023

2.30 pm

Sl.No	Name	Designation	Present	Absent.
1.	Dr. Sr. Sagaranyaray.B	Principal	Dr. Sagaranyaray.B	<u>1</u>
2.	Dr. Vinoo Fabian	Vice Principal		Absent
3.	Zeena Lobo	Asst. Prof	Zeena	
4.	Dr. Deepa	Asst Professor	<u>Deepa</u>	
5.	Hemanth	Asst Professor	Hemanth	
6.	LALY MATHEW	Asst. Professor	Laly Mathew	
7.	Amber SUNITHA.P	Asst. professor	Sunitha.P	
8.	Indhumathi .D	Asst. professor	Indhumathi	
9.	Syed Salman	Asst. Professor	Syed Salman	
10.	Immaculati	Asst. Professor	Immaculati	
11.	Saranya.M	Asst Professor	Sanya.M	
12.	Nikhath . Seema	Asst. Prof.	Nikhath	
13.	Karan Alistair	Asst. Prof	Karan	
14.	Nirmala Gladies P	Asst. Prof	Nirmala	
15.	M.S. Itizi	Asst. Prof	M.S. Itizi	
16.	Rajath.W.M	P.E. Teacher	Rajath	
17.	Punam Singh	Asst. Prof.	Punam Singh	
18.	SROATHI.K	Asst. Professor	SROATHI	
19.	C.M. GUTTA	Asst. Professor	C.M. GUTTA	
20.	Robin Frank	- " - "	Robin Frank	

26/5/23



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Ref. No.:.....

Date:.....

Time: 2:45PM

Venue: Board Room

Date: 22-06-2023

Agenda: Academic Audit and List of Files to be maintained by the Departments

The meeting commenced with the Principal and IQAC Coordinator conducting an Internal Academic Audit for the staff to assess the preparedness for upcoming accreditation and overall academic performance.

1. Evaluation of Records:

The Principal reviewed various records, including:

- o Parents and Teachers Records
- o Remedial Records
- o Mentoring Records
- o Other relevant departmental records

Observations were shared, and the Principal provided necessary suggestions for improvements to ensure that all records are maintained accurately and comprehensively.

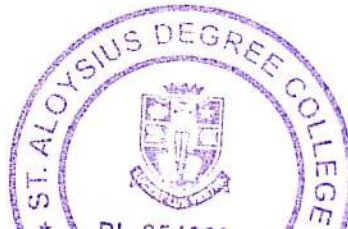
2. Recommendations for Improvement:

The Principal emphasized the importance of proper documentation and offered guidance on enhancing the quality and completeness of the records. Staff members were encouraged to address gaps promptly.

3. Maintenance of Departmental Files:

The Heads of Departments (HoDs) were instructed to maintain specific files required for NAAC accreditation purposes. This includes systematic documentation of all departmental activities, outcomes, and supporting evidence.

Dr. S. S. Srinivasan
Principal
ST. ALOYSIUS DEGREE COLLEGE
Sarvagna Nagar, Cox Town,
Bengaluru - 560 005



Dr. S. S. Srinivasan
IQAC Coordinator
St. Aloysius Degree College
Cox Town, Bengaluru - 560 005

22-06-2023

2.15 pm

Sl.No	Name	Designation	Present	Absent
1.	Dr. Sr. Sagayamary. B	Principal	Dr. Sagayamary. B	
2.	Mr. Vinoo Fabian	Vice-Principal.	72/17	
3.	Zeena Lobo	Asst. Prof	Zeena	
4.	Dr. Deepa	Asst. Prof	Dr. Deepa	
5.	Syed Salman	Asst. Prof.	Syed Salman	
6.	Baldwin. A.	Asst. Prof	Baldwin	
7.	Rebin Frank	Asst. Prof	Rebin	
8.	Ajo Varghese.	Asst. Prof	Ajo	
9.	LALY MATHEW	Asst. Prof	Laly Mathew	
10.	Immaculate	Asst. Prof	Immaculate	
11.	Saranya. M	Asst Prof	Saranya	
12.	Indhumathi. D	Asst Prof.	Indhu	
13.	Punam Singh	Asst. Prof.	Punam	
14.	Dr. M. S. Raji	Asst Prof	Dr. M. S. Raji	
15.	Nirmala Gladys. P	Asst. Prof	Nirmala	
16.	C.M. CHITRA	Assistant Professor	C.M. Chitra	
17.	Devaprasad. F	Assistant professor	Devaprasad	
18.	Rajath. U.M	Physical education	Rajath	
19.	Dr. Kanan Althair	Asst. Prof	Dr. Kanan	
20.	Seo A747. K	Asst. Prof	Seo A747	
21.	AMALI SMITHA. P	Asst. prof	Smitha	
22.	Syamala	Asst. Prof.	Syamala	
23.	Sadiya Tazyoon	Asst prof	Sadiya	
24.	Hermanth Kumar	Asst. Prof		Absent
25.	Nikbath Seema	Asst. Prof		Absent



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Ref. No.:.....

Date:.....

Time: 2:15PM

Venue: Board Room

Date: 04-07-2023

Agenda:

1. Local Inquiry Committee (LIC) Visit
2. College Newsletter
3. Collaborative Activities through MoUs
4. NAAC Visit

The meeting began with a discussion on the key agenda items to ensure preparedness for upcoming institutional requirements.

1. Local Inquiry Committee Visit:

The Principal announced that Bengaluru North University has scheduled the LIC visit. All Department Heads (HoDs) were instructed to ensure that relevant files and documentation are updated and ready for submission during the visit.

2. College Newsletter:2

The Principal directed the staff members and the Newsletter Committee to complete the College Newsletter and submit it for review by the Principal on or before 6th July 2023. Timeliness and quality of content were emphasized.

3. Collaborative Activities through MoUs:

Staff members were encouraged to organize at least one activity with institutions or organizations with which the college has signed Memorandums of Understanding (MoUs). This is aimed at enhancing collaborative efforts and expanding the scope of departmental initiatives.

4. NAAC Preparation:

A team was formed to visit St. Anne's Degree College to gather insights and understand the requirements for NAAC accreditation. The visit will help refine processes and align documentation with accreditation standards.

S. Sagarapany. B.
Principal
ST. ALOYSIUS DEGREE COLLEGE



Amant
IQAC Coordinator
St. Aloysius Degree College

04-07-2023

2.15 pm

Sl. No	Name	Designation	Present	Absent
1.	Dr. Sr. Sagayamarg. B	Principal	Dr. Sagayamarg. B.	-
2.	Fr. Vinoo Fabian	Vice - Principal	Fr. Vinoo	
3.	Leena Lobo	Asst. Prof	Leena	
4.	Dr. Deepa	Asst. Prof	Deepa	
5.	Hemanth	Asst prof	Hemanth	
6.	Nikhath Senna	Asst. Prof.	Nikhath	
7.	N. Shyngala	Asst. Prof.	N. Shyngala	
8.	Nirmala Gladier P	Asst. Prof	Nirmala	
9.	G.M. GUTRA	Assistant Professor	G.M. Gutra	
10.	Amali Sunitha. P	Asst. professor	Amali	
11.	Immaculata	Asst. Professor	Immaculata	
12.	SARANYA. M	Asst Professor	Saranya M	
13.	Indhumalini D	Asst prof	Indhumalini	
14.	SWATHI C	Asst prof	Swathi	
15.	Dr. Karan	Asst. Prof	Dr. Karan	
16.	Apo Varadachari	Asst. Prof	Apo	
17.	Robin Frank	Asst. Prof	Robin	
18.	Dr. M.S. Itzig	Asst. Prof	Dr. M.S. Itzig	
19.	DEVIKARASUD. V	Asst. prof.	Devikarasud	
20.	SYED SALMAN	Asst. Prof.	Syed Salman	
21.	Sadiya Tazeen	Asst. prof	Sadiya	
22.	Laly Mathew	Asst. Prof	Laly Mathew	
23.	Rajath V M	Physical education	Rajath	
24.	Puram Singh	Asst. Prof	Puram Singh	
25.	Balaven	Asst. Prof. English	Balaven	

Present in the College not

S. 12/23



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Ref. No.:.....

Date:.....

Time: 2:30PM
Venue: Board Room

Date: 25-07-2023

Agenda:

1. Five-Day Faculty Development Program on NAAC Criterion and Intellectual Property Rights
2. External Academic Audit

The meeting commenced with the Principal outlining the agenda items, emphasizing the importance of faculty development and academic quality enhancement.

1. Faculty Development Program (FDP):

- o The Principal requested the Department of Social Work to organize a Five-Day Faculty Development Program (FDP) under the guidance of IQAC.
- o Dr. Kempraju T D, former Vice Chancellor, will lead sessions focusing on NAAC Criteria, providing in-depth knowledge and practical insights to enhance institutional readiness for accreditation.
- o The Principal also asked the Department of Social Work to identify and arrange a qualified resource person to conduct a session on **Intellectual Property Rights (IPR)**. This session aims to educate the faculty on legal and ethical aspects of intellectual property.

2. External Academic Audit:

- o The Principal informed the staff about the upcoming **External Academic Audit** to be conducted by Dr. Paul Newman, Principal of St. Joseph's Evening College (Autonomous). Staff members were advised to ensure all records, documentation, and academic activities are well-organized and audit-ready.

Sr. Sagayam B.
Principal
ST. ALOYSIUS DEGREE COLLEGE
Sarvajnanagar, Cox Town,
Bengaluru - 560 005



Amanth
IQAC Coordinator
St. Aloysius Degree College
Cox Town, Bengaluru-560005.

25-07-2023

2.30 Pm

No	Name	Designation	Present	Absent.
1.	Dr. Sr. Sagayamary. B	Principal	Dr. Sagayamary. B.	-
2.	En. Vinoo Fabian	Vice Principal	7/2/17	
3.	Zeena Lobo	Asst. Prof	Zeena	
4.	Dr. Deepa	Asst. Prof	Dr. Deepa	
5.	Hemanth	Asst. prof	Hemanth	
6.	Devaperasad. T	Asst. prof	Devaperasad. T	
7.	Nikhath Seema	Asst. Prof.	Nikhath Seema	
8.	LALY MATHEW	Asst. - Prof.	Laly Mathew	
9.	Sadiya Tareen	Asst. prof	Sadiya Tareen	
10.	Syed Salman	Asst. prof	Syed Salman	
11.	Nirmala Gladier. P	Asst. Prof	Nirmala Gladier. P	
12.	Amithdev. P	Asst. Prof.	Amithdev. P	
13.	SWATHI. K	Asst. Prof	Swathi. K	
14.	Amali Gunitha. P	Asst. prof	Amali Gunitha. P	
15.	Immaculate	Asst. Prof	Immaculate	
16.	SARANYA. M	Asst Prof	Saranya. M	
17.	Ajo Varqhes.	Asst. Prof	Ajo Varqhes.	
18.	Indhumathi. D	Asst. prof	Indhumathi. D	
19.	Syamala	Asst. Prof.	Syamala	
20.	Robin Frank	Asst. Prof	Robin Frank	
21.	Baldwin. A	Asst. Prof	Baldwin. A	
22.	Dr. M. S. Ulagi	Asst. Prof	Dr. M. S. Ulagi	
23.	Puram Singh	Asst. Prof.	Puram Singh	
24.	Rajath. W. M	Physical education	Rajath. W. M	
25.	Ri. Kanan	Asst. Prof	Ri. Kanan	
26.	G.M. GUTRA	Asst. Professor	G.M. GUTRA	



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Ref. No.:.....

Date:.....

Time: 2:30PM
Venue: Board Room

Date: 23-08-2023

Agenda:

1. NAAC Report
2. Pre-Final Exams

The meeting began with a discussion on the agenda, focusing on key academic and administrative priorities.

1. NAAC Report Submission:

- o The Principal instructed all departments to complete the activities planned up to **31st August 2023** and prepare detailed reports.
- o These reports must be compiled and submitted to the Principal promptly for NAAC documentation purposes.
- o Departments were reminded to ensure accuracy, completeness, and adherence to NAAC guidelines in their submissions.

2. Pre-Final Exams:

- o The Pre-Final Exams for **4th Semester** and **6th Semester** students are scheduled to commence on **28th August 2023**.
- o Class Mentors were directed to prepare question papers and email them to the official college email ID well in advance.
- o Timeliness and confidentiality in handling question papers were emphasized.

3. Coordinators and Key Faculty Members:

- o The following staff members will play a key role in coordinating these activities:
 - Ms. Zeena Lobo, IQAC Coordinator
 - Dr. Karan, Assistant Professor
 - Ms. Nikhat, Assistant Professor
 - Ms. Indhumathi, Assistant Professor
 - Ms. Syamala, Assistant Professor

Se. Sagayamany. B.
Principal

ST. ALOYSIUS DEGREE COLLEGE
Sarvajnanagar, Cox Town,
Bangalore - 560 005



[Signature]
IQAC Coordinator

St. Aloysius Degree College
Cox Town, Bengaluru-560005.

23-8-2023

2.30 pm

	Name	Designation	Present	Absent
1.	Dr. S. Sagayamary	Principal	S. Sagayamary B.	
2.	Mr. Vinoo Fabian	Vice-Principal	Vinoo	
3.	Mrs. Zeena Lobo	Asst. Professor	Zeena	
4.	Mr. Hemanth	Asst. Professor	Hemanth	
5.	Dr. Deva Prasad	Asst. Professor	Deva Prasad	
6.	Mrs. Nikath Seema	Asst. Professor	Nikath Seema	
7.	Mrs. Saly Mathew	Asst. Professor	Saly Mathew	
8.	Sadiya Tazyear	Asst. Professor	Sadiya	
9.	Syed Salman	Asst. Professor	Syed	
10.	Armith Deo	Asst. Professor	Armith	
11.	Swathi K	Asst. Professor	Swathi	
12.	Saranya	Asst. Professor	Saranya	
13.	Sumitha	Asst. Professor	Sumitha	
14.	Ajo Varghese	Asst. Professor	Ajo	
15.	Indhumathi	Asst. Professor	Indhu	
16.	Shyamsala	Asst. Professor	Shy	
17.	Immaculate Joyce	Asst. Professor	Immaculate	
18.	Robert Frank	Asst. Professor	Robert	
19.	Dr. Karan	Asst. Professor	Karan	
20.	Baldwin	Asst. Professor	Baldwin	
21.	Amali Sumitha	Asst. Professor	Amali	
22.	Dr. P. J. M. S	Asst. Professor	P. J. M. S	
23.	Purnam Singh	Asst. Professor	Purnam	
24.	C. M. Chitra	Asst. Professor	C. M. Chitra	
25.	Nimrula Gladys	Asst. Professor	Nimrula	Rural Can
26.	Sa. Deepa	Asst. Professor	Sa. Deepa	Rural Can



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Ref. No.:.....

Date:.....

Time: 2:30PM

Date: 04-09-2023

Venue: Board Room

Agenda:

1. Self-Study Report (SSR)
2. II Cycle of NAAC Accreditation
3. Department Reports

The meeting commenced with a discussion on the agenda items, focusing on preparation and teamwork for the upcoming NAAC accreditation process.

1. Self-Study Report (SSR):

- o The Principal informed the staff that NAAC Coordinators will hold weekly meetings every **Friday** to review and evaluate the progress of the SSR preparation.
- o Staff members were requested to actively contribute by sharing the required data and documentation with the respective criterion teams to ensure the timely completion of the report.

2. Second Cycle of NAAC Accreditation:

- o It was noted that approximately **168 programs** were conducted in the college. Details of these activities must be documented and submitted to the concerned NAAC Criterion Teams.
- o The Principal and IQAC Coordinator emphasized the importance of collaboration among staff members to achieve success in the second cycle of accreditation.

3. Department Annual Reports:

- o All Department Heads (HoDs) were instructed to prepare and submit their **Annual Reports** based on events and activities conducted by their departments from **September 2022 to 2023**.
- o A soft copy of the report should be sent to the Principal's official email ID.

Sr. Sagayamony B.
Principal
ST. ALOYSIUS DEGREE COLLEGE
Sarvajnanagar, Cox Town,
Bangalore - 560 005



Amanth
IQAC Coordinator
St. Aloysius Degree College
Cox Town, Bengaluru-560005.

4-9-2023

2.30 pm

No	Name	Designation	Present	Absent
1.	Dr. S.H. Sagarjany	Principal	Sr. Sagarjany B.	
2.	Fr. Viseo Fabian	Vice-Principal	72/7	
3.	Mrs. Leena Lobo	Asst. Professor	Leena	
4.	Su. Deepa	Asst. Professor	Deepa	
5.	Mrs. Nikhath Leena	Asst. Professor	Nikhath	
6.	Mr. Syed Salman	Asst. Professor	Syed	
7.	Mrs. Laly Mathew	Asst. Professor	Lalymathu	
8.	Mrs. Saranya M	Asst. Professor	Sanya M	
9.	Pradhumathi D	Asst. Professor	Pradhu	
10.	Swathi K	Asst. Professor	Swathi	
11.	Annali Suritha P	Asst. Professor	Suritha P	
12.	Ajo Varghese	Asst. Professor	Ajo	
13.	Syamala	Asst. Professor	Syamala	
14.	Immaculate Joyce	Asst. Professor	Immaculate	
15.	Dr. M. S. Biji	Asst. Professor	Biji	
16.	Robin Frank	Asst. Professor	Robin	
17.	Dr. Karan Alistair	Asst. Professor	Karan	
18.	Purnam Singh	Asst. Professor	Purnam	
19.	Baldwin D	Asst. Professor	Baldwin	
20.	Nimrula Gladies	Asst. Professor	Nimrula	
21.	C M Chitra	Asst. Professor	C M	
22.	Sadiya Taxeyan	Asst. Professor	Sadiya	
23.	Dr. Deva Prasad	Asst. Professor	Deva	
24.	Amith Dev	Asst. Professor	Amith	
25.	Mr. Hemant Kinsar	Asst. Professor	Hemant	