



Soundarya Education Trust (R)
SOUNDARYA INSTITUTE OF MANAGEMENT & SCIENCE
Soundaryanagar, Sidedahalli, Hessaraghatta Main Road, Bangalore – 73.

Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Date: 10th August 2021

Venue: IQAC room

Introduction of the meeting: Suresh C Hegadi, Principal, SIMS

Members Present:

1. Mr. Keerthan Kumar (CEO)
2. Dr. Pratiksha Keerthan Kumar (Managing Trustee)
3. Dr. Suresh Hegadi (Principal SIMS)
4. Prof. Ashiwini Kumar Koti (IQAC Coordinator)
5. Prof. Shivakumar Ganachari (Head of Language Dept.)
6. Mr. Vincent D'souza (External Member)
7. Prof. Prithvi Heggade (Head of Commerce Dept.)
8. Prof. Girisha S (Head of Business Administration Dept.)
9. Prof. Rekha (Head of Computer Applications Dept.)
10. Prof. N B Shighalli (Head of Science Dept.)
11. Ms. Dhanya lakshmi (Student Representative)
12. Ms. Bhavana (Student Representative)

Members Absent: Mr. Santosh (Office Representative)

Agenda of the Meeting (As Discussed and Proposed): Introduction and Discussion about upcoming academic year

Action Plan:


Action Items	In-Charge	Due Date
Introduction of IQAC coordinator and its members	Principal	10 th Aug 2021
Discussion about the scope and plans for the academic year	Principal and IQAC coordinator	10 th Aug 2021

Other Discussions and Targets: Discussion about all department's clubs and forums

Agenda for the next meeting: To finish the academic calendar work by taking the inputs from all departmental heads

Conclusion: Meeting ended up by thanking all the members present.

Minutes Submitted By: IQAC Coordinator- Ashwini kumar Koti


Dr Suresh C Hegadi
Principal

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ATTENDANCE SHEET

Sl.No	Name	Designation	Signature
1.	Mr Keerthan Kumar	CEO - SET, Management representative	
3.	Dr Pratiksha	Managing Trustee	
1.	Mr.Vincent D'souza	External Member, Industrialist	
2.	Dr. B S Madhukar	External Advisor	
4.	Mr.Shivkumar Ganachari	HOD, English	
5.	Mr. N.B. Shighalli	HOD, Science	
6.	Mrs.Rekha C	HOD, Computer Application	
7.	Mrs.Prithvi Heggade M P	HOD, Commerce	
8.	Mr.Girish S	HOD, Management	
9.	Mr. Santosh	Office	
10.	Ms. Dhanyalakshmi	Student	
11.	Ms.Bhavana	Meritorious Alumni	

Mr. Ashwini Kumar Koti
 Co-Ordinator
 IQAC

Dr.Suresh C Hegadi
 Principal



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Minutes of the Meeting

Date: 18th April 2022

Venue: IQAC room

Introduction of the meeting: Suresh C Hegadi, Principal, SIMS

Members Present:

1. Mr. Keerthan Kumar (CEO)
2. Dr. Pratiksha Keerthan Kumar (Managing Trustee)
3. Dr. Suresh Hegadi (Principal SIMS)
4. Prof. Ashiwini Kumar Koti (IQAC Coordinator)
5. Prof. Shivakumar Ganachari (Head of Language Dept.)
6. Prof. Prithvi Heggade (Head of Commerce Dept.)
7. Prof. Girisha S (Head of Business Administration Dept.)
8. Prof. Rekha (Head of Computer Applications Dept.)
9. Ms. Dhanya lakshmi(Student Representative)
10. Ms. Bhavana (Student Representative)
11. Mr. Santosh (Office Representative)

Members Absent: Mr. Vincent D'souza (External Member)
Prof. N B Shighalli (Head of Science Dept.)

Agenda of the Meeting (As Discussed and Proposed): Finalization of different institutional activities for the year

Action Plan:

Action Items	In-Charge	Due Date
Streamlining the institutional activities aligned to NEP policy	Principal	18 th July 2021
Planning of international conference in the academic year	Principal and IQAC coordinator	18 th July 2021

Other Discussions and Targets: Discussion about the titles for the international conference.

Agenda for the next meeting: To review the activities and initiatives of different departments.

Conclusion: Meeting ended up by thanking all the members present.

Minutes Submitted By: IQAC Coordinator- Ashwini kumar Koti


Dr Suresh C Hegadi
Principal



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Mr. Ashwini Kumar Koti
Co-Ordinator
IQAC

Dr. Suresh C. Hegadi
Principal



Internal Quality Assurance Cell (IQAC)

Minutes of the Meeting

Date: 22nd April 2022

Venue: IQAC room

Introduction of the meeting: Suresh C Hegadi, Principal, SIMS

Members Present:

1. Mr. Keerthan Kumar (CEO)
2. Dr. Pratiksha Keerthan Kumar (Managing Trustee)
3. Dr. Suresh Hegadi (Principal SIMS)
4. Prof. Ashiwini Kumar Koti (IQAC Coordinator)
5. Prof. Shivakumar Ganachari (Head of Language Dept.)
6. Prof. Prithvi Heggade (Head of Commerce Dept.)
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8. Prof. Rekha (Head of Computer Applications Dept.)
9. Prof. N B Shighalli (Head of Science Dept.)
10. Ms. Dhanya lakshmi (Student Representative)
11. Mr. Santosh (Office Representative)

Members Absent: Mr. Vincent D'souza (External Member)
Ms. Bhavana (Student Representative)

Agenda of the Meeting (As Discussed and Proposed): Strategic planning and Preparation of AQAR

Action Plan:

Action Items	In-Charge	Due Date
Understanding the new features in aligned with NEP policy	Principal	22 nd April 2022
Centralizing the data collection through CDC cell	CDC (convenor) and IQAC coordinator	22 nd April 2022

Other Discussions and Targets: Discussion about different activities covering under 7th criteria in view of institutional distinctiveness and best practices.

Agenda for the next meeting: To review the activities in align with OBE and best practices.

Conclusion: Meeting ended up by thanking all the members present.

Minutes Submitted By: IQAC Coordinator- Ashwini kumar Koti


Dr Suresh C Hegadi
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