

**Sambhram Academy of Management Studies**  
**IQAC Meeting - I**  
**Minutes of the Meeting for the period: MARCH – AUGUST, 2015**

**Date: August 12, 2015**

**Time: 2 .00 PM**

**AGENDA**

1. Reading the previous minutes
2. Review of the action taken for the action plans of the previous meeting
3. To brief about the programs conducted and to be conducted by College
4. Parents' Teachers' Meeting
5. Any other matter with the permission of the Chair

**MINUTES OF THE MEETING**

1. The Principal welcomed the members and introduced the new members of the committee
2. The Chairman emphasized the need of upholding the quality in academic process as per the committed standards towards IQAC
3. The Chairperson requested the faculty and students representatives to develop a strategy to enhance communication skills among the students
4. The Chairman appreciated the faculty for conducting the ICT training program to enhance the skills of the students. He also lauded for a training session for Rain Water Harvesting conducted to create awareness among the students about the environmental conservation
5. The Chairperson requested the faculty and students representatives to develop a strategy to enhance communication skills especially in written communication and oral communication
6. It was resolved to increase the interaction with the parents so that the students will have a healthy atmosphere both at home and at College
7. The Chairperson highlighted the need for developing new tie-ups with National and International bodies to enhance the academic quality
8. Meeting concluded with a formal vote of thanks

## **MEMBERS ATTENDED THE MEETING**

1. Dr. K.C Mishra, Chairperson
2. Mr. B N Nagaraj CEO
3. Mr. Balaramaiah GFO
4. Dr. Antony Joseph Director MCA , Principal In charge

## **Teachers**

5. Mrs. Nirmala HoD BCA & MCA
6. Dr. Zabiulla
7. Mr. H. A. Raghavendra
8. Mr. Siba Prasad
9. Mr. G R Naidu
10. Ms. Sunitha K
11. Mrs. Sophia Margaret

## **Administrative and Technical staff**

12. Mr. K S Nanjundaiah

## **Students**

13. Mr. Thomas R
14. Ms. Ramya B
15. Mr. Mohammed Nizam
16. Mr. Jobby J

## **Alumini**

17. Ms. Ramya.R.C
18. Ms. Astha Joshi
19. Ms. Sunitha Dong

**IQAC CHAIRPERSON- CUM- DIRECTOR**

**Sambhram Academy of Management Studies**  
**IQAC Meeting – II**  
**Minutes of the Meeting for the period: AUGUST 2015– MARCH, 2016**

**Venue: Meeting Room**

**Date: 22/11/2016**

**AGENDA**

1. Reading the previous minutes
2. Review of the action taken for the action plans of the previous meeting
3. Briefing about the program conducted by the College
4. Any other matter with the permission of the Chair

**MINUTES OF MEETING**

1. The chairman welcomed the members
2. The Chairman emphasized the need of upholding the quality in academic process as per the committed standards to IQAC. The committee reviewed the action taken for the action plan towards (2014-15) and set the new action plan for the period 2015-16
3. The Chairman shared the happiest moment that our Institution signed a MoU with CII-IL for job oriented training for students. The College also signed an MoU with De Montfort University, UK for academic exchanges
4. It was resolved to conduct a communication skill development program focusing on written and oral communication
5. The Chairman appreciated the faculty members responsible to conduct a one day workshop on ICT for College Librarians to assess the areas where the librarians need training.
6. Chairman insisted on the faculty members to conduct more value added programs and job oriented trainings for students to increase their employability skill
7. He also insisted faculty and students to take up more social responsibility activities
8. Meeting concluded with a formal vote of thanks

**MEMBERS ATTENDED THE MEETING**

1. Dr. K.C Mishra, Chairperson
2. Mr. B N Nagaraj CEO
3. Mr. Balaramaiah

**Faculty Members**

1. Dr. Zabiulla
2. Mr. H.A. Raghavendra
3. Dr. Antony Joseph, Director MCA

4. Mrs. Nirmala H.O.D BCA & MCA
5. Mr. G R Naidu
6. Ms. Sunitha K
7. Mrs. Sophia Margaret
8. Mr. Siba Prasad

**Administrative and Technical staff**

1. Mr. K S Nanjundaiah

**Students**

2. Mr. Thomas R
3. Ms. Ramya B
4. Mr. Mohammed Nizam
5. Mr. Jobby J

**Alumni**

1. Ms. Ramya.R.C
2. Ms. Astha Joshi
3. Ms. Sunitha Dongle

**IQAC CHAIRPERSON- CUM- DIRECTOR**