

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**MEETING NOTICE**

3<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC) is convened at 3.00 pm in Board Room on September 30, 2022, with the following agenda:

1. IQAC 2<sup>nd</sup> meeting proceedings confirmation
2. Action taken report on 2<sup>nd</sup> meeting.
3. Quality Policy
4. Vision & Mission
5. Monitoring of Students Overall Performance
6. Academic and Administrative Audit
7. Students Participation in various Committees
8. Documentation system strengthening
9. Research and Development Committee
10. Departmental Profiles
11. Any other matter

All are requested to make convenient to attend the same.



Principal  
IIFT College of Fashion  
# 38/2, Jaimuni Rao Circle Complex  
(Jaimuni Rao Circle - Near Veeresh Theatre)  
Magadi Road - Agrahara Dasarahalli  
BANGALORE 560079  
Phone: 23107668 / 23407668

Copy to:

- The Chairman and members of the Committee

**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
PROCEEDINGS**

Meeting of IQAC was held on September 30, 2022 at 3.00 pm at Board Room.

The following members attended the meeting:

1. Mrs. Seema Savio, Principal	Chairman
2. Mrs. Rajeshwari, Director	Member
3. Mrs. Viji. R ,Chief Administrative Officer	Member
4. Mrs. Komal P	Member
5. Mrs. Srilakshmi M S	Member
6. Mrs. Madhura Bhuvan	Member
7. Mrs. Priyanka P	Member
8. Ms Neeraja Jaishankar, Student	Member
9. Ms Kabita Das, Student	Member
10. Mrs. Veena B P	Coordinator

The Chairman IQAC welcomed all the members of IQAC.

**Agenda:**

- 1. IQAC 2<sup>nd</sup> meeting proceedings confirmation:** IQAC Coordinator briefed all members about the proceedings of 2<sup>nd</sup> meeting of IQAC to all members.  
**Resolution:** Confirmed
- 2. Action taken report on 2nd meeting:** IQAC Coordinator communicated the members about the action taken report on resolutions adopted in the 2<sup>nd</sup> meeting.  
**Resolution:** Approved
- 3. Quality Policy:** The Principal informed the members to check and to make the necessary changes in the quality policies.  
**Resolution:** Noted
- 4. Vision & Mission:** The Principal informed the members to modify the vision and mission statements.  
**Resolution:** Noted
- 5. Monitoring of Students Overall Performance:** Principal informed to the entire faculty to assess students overall performance and take necessary measures for the

slow learners.

**Resolution:** Noted

- 6. Academic and Administrative Audit:** IQAC coordinator suggested conducting AAA in order to check the preparedness of the department for the NAAC peer team visit.

**Resolution:** Noted

- 7. Students Participation in various Committees:** Principal informed all the members to include the students in various NAAC committees for the active outcome of the committee.

**Resolution:** Noted.

- 8. Documentation system strengthening:** IQAC Coordinator discussed with the principal and faculty members regarding the strengthening of documentation process.

**Resolution :** Noted.

- 9. Research and Development Committee:** Principal informed to form Research and Development Committee and to apply for various research proposals in govt. bodies to enhance research cultures.

**Resolution :** Noted.

- 10. Departmental Profiles:** Principal informed all the HOD's to update departmental profiles of the faculties once in a year without fail.

**Resolution :** Noted.

- 11. Any other matter – NIL**

The meeting was ended with Vote of Thanks by the IQAC Coordinator.



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December 28, 2022

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### Action Taken Report

Action taken report on meeting of Internal Quality Assurance Cell (IQAC) held on September 30, 2022 at 3.00 pm in the Board Room.

SI No	Agenda	Resolution	Action taken
1.	IQAC 2nd meeting proceedings confirmation	Noted	Done
2.	Action taken report on 2nd meeting	Noted	Communicated to all
3.	Quality Policy	Noted	Planned
4.	Vision & Mission	Noted	Planned
5.	Monitoring of Students Overall Performance	Noted	Initiated
6.	Academic and Administrative Audit	Noted	Initiated
7.	Students Participation in various Committees	Noted	Planned
8.	Documentation system strengthening	Noted	Action plan prepared
9.	Research and Development Committee	Noted	Initiated
10.	Departmental Profiles	Noted	Planned



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