

INTERNAL QUALITY ASSURANCE CELL (IQAC)

MEETING NOTICE

5th Meeting of Internal Quality Assurance Cell (IQAC) is convened on May 30, 2023 at 11.30 am in Board Room, with the following agenda:

1. Confirmation of minutes of 4th meeting.
2. Action taken report on resolutions adopted in the 4th meeting
3. For Discussions
 - i. News letters
 - ii. Student Sensitization programme on Research
 - iii. Monitoring of students overall performance
 - iv. Departmental Profiles
 - v. Enhancing Research Cultures
 - vi. Strengthening of committees
4. 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:

- Members of the Committee

INTERNAL QUALITY ASSURANCE CELL (IQAC)

PROCEEDINGS

Meeting of IQAC was held on May 30, 2023 at 11.30 am at Board Room.

The following members attended the meeting:

1. Mrs. Manjula Harish, Principal	Chairman
2. Mrs. Rajeshwari, Director	Member
3. Mrs. Viji. R, Chief Administrative Officer	Member
4. Mrs. Spoorthy S Babu	Member
5. Mrs. Neethu Narayan	Member
6. Mrs. Srilakshmi M S	Member
7. Mrs. Madhura Bhuvan	Member
8. Ms Neeraja Jaishankar, Student	Member
9. Ms Kabita Das, Student	Member
10. Mrs. Rashmi G	Coordinator

The Chairman of the Internal Quality Assurance Cell (IQAC) extended a warm welcome to all the members, officially commencing the meeting.

Agenda:

- 1. Confirmation of proceedings of 4th meeting:** The IQAC Coordinator provided an overview of the 4th meeting's proceedings to all members.

Resolution: Confirmed

- 2. Action taken report on resolutions adopted in the 4th meeting:** The IQAC Coordinator updated members on the actions taken in response to resolutions from the 4th meeting.

Resolution: Approved

- 3. For Discussions**

- i. Newsletters:** The decision has been made to revamp the departmental newsletters, showcasing the college's events and accomplishments to the external community. This initiative aims to boost the institution's brand image.

Resolution: Noted

- ii. Student Sensitization Programme on Research:** The decision has been taken to

organize a program to sensitize students to research, with the goal of increasing their active involvement in research activities.

Resolution: Noted

iii. **Monitoring of students overall Performance:** Principal has communicated that subject in-charges and class coordinators should monitor students' performance to enhance overall course outcomes.

Resolution: Noted

iv. **Departmental Profiles:** The Principal has instructed to create a standardized format for departmental profiles. These profiles are to be collected before the submission of the SSR to NAAC, with inputs from the Director and Administrator if necessary.

Resolution: Noted

v. **Enhancing Research Cultures:** The Principal has directed to initiate activities aimed at enhancing research within the institution.

Resolution: Noted

vi. **Strengthening of Committees:** The Principal has emphasized the need to strengthen the documentation process in both the office and departments. And have committed to guiding office staff and coordinators to ensure timely completion of the documentation process which in turn helps strengthen respective committees.

Resolution: Noted

4. Any other matter – NIL

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



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September 04, 2023

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Action Taken Report

Action taken report on meeting of Internal Quality Assurance Cell (IQAC) held on May 30, 2023 at 11.30 am in the Board Room.

SI No	Agenda	Resolution	Action taken
1.	Confirmation of minutes of 4th meeting	Noted	Done
2.	Action taken report on resolutions adopted in the 4th meeting	Noted	Communicated to all
3.	News letters	Noted	Action plan prepared
4.	Student Sensitization programme on Research	Noted	Initiated
5.	Monitoring of students overall performance	Noted	Initiated
6.	Departmental Profiles	Noted	Initiated
7.	Enhancing Research Cultures	Noted	Planned
8.	Strengthening of committees	Noted	Initiated



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