

CRITERIA 6 - GOVERNANCE, LEADERSHIP, AND MANAGEMENT

6.5 Internal Quality Assurance System

6.5.1 Q₁M Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews the teaching-learning process, structures and methodologies of operations and learning outcomes at periodic intervals and records the |incremental improvement in various activities.

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



QUALITY POLICY - 2021

INTERNAL QUALITY ASSURANCE CELL



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Preface

Padmashree Institute of Management and Sciences, under Padmashree Charitable Trust made a humble start in the year 2000 with one single course. Today Padmashree Institute of Management and Sciences with a goal of achieving academic excellence has expanded its horizon with 36 programs in diversified fields catering to students across the globe. The motto of the institute is imparting quality education, to inculcate scientific temper and ethical values among its students. Now the institute accelerated its expansion in establishing new courses of scientific and global importance. With able governance and leadership and within the value framework, the college has achieved a ranking among the top 20 biotech schools in India, and started several unique, first of its kind job-oriented programs. The institute is focused on research and development and established research center recognized by Bangalore University.

The vision of the institute is provided quality education and achieve center for excellence standards. In pursuit of academic excellence, the institute defined its quality policy and insisted that quality should be an integral part of administration, academics, and research. With this aim Institutional Quality Assurance Division, has drawn a road map for inculcating quality culture at all the levels. From the inception, the institute has an objective of establishing into a state-of-the-art institution for science and management education. The institute has been responsive to the changes and developments and explicitly translated the goals into reality in the strides of achieving quality in all segments of the institute. The thrust has been on the pursuit of multi-dimensional educational excellence and secure autonomous status.

Vision

We want to instil quality culture in every stakeholder and attain highest standards in the field of education

Mission

- · Foster quality culture to achieve intellectual growth and character development.
- Inculcate the idea of a lifetime learning process meeting the quality standards in all aspects.
- Provide quality education that transforms lives and builds communities that improve society.
- Assert quality in development leading to self-sustainability.

Objectives

- To impart a quality culture at multi levels
- To ensure that quality assurance is an integral part of the system
- · To secure quality accreditation for administration, academics, and research
- To implement ISO 14001:2015 and ISO 9001:2015
- To integrate ICT and e-governance for quality validation and upgradation

PADMASHREE INSTITUTE OF MANAGEMENT AND SCIENCES

• To update policies and practices for achieving excellence

Scope of Institutional Quality Assurance Policy (IQAP):

The quality policy disseminates a detailed account of the quality parameters and philosophy of the college. Policy defines various aspects of quality assurance, importance of planning, self-evaluation, and constant improvement with respect to academic, administration and research. Policy provides benchmarking which is a valuable tool in the monitoring and improvement of quality. Based on the policy a quality manual shall be drafted which need to be updated through changes or additions, approved periodically. This entire process is dynamic and imparts quality consciousness.

Goals of IQAP:

Imparting quality culture in all the stake holders.

Securing quality accreditations like ISO, NAAC and NABL

Securing recognition from Department of Scientific and Industrial Research for research center.

Internal Quality Assurance Cell (IQAC):

IQAC of Padmashree Institute of Management and Sciences is the authorized statuary body to implement quality policies and procedures defined. IQAC shall be constituted as per the guidelines provided by NAAC. **Composition of the IQAC:**

IQAC may be constituted under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

- 1. Chairperson: Head of the Institution
- 2. Teachers to represent all level (Three to eight)
- 3. One member from the Management
- 4. Few Senior administrative officers
- 5. One nominee each from local society, Students and Alumni
- 6. One nominee each from Employers /Industrialists/Stakeholders
- 7. One of the senior teachers as the coordinator/Director of the IQAC

Quality policy of Administration

Administration shall be decentralized and categorized into various cells and committees. HR cell shall be governed by HR policy with all the quality benchmarks defined by IQAC. For efficient governance institution shall constitute ICT cell governed by E-governance policy. This policy shall explain the roles of those with maintaining, operating, and overseeing Institution e-resources. Hostel coordination cell shall be responsible for

Criterion VI

all the activities, including quality maintenance of hostel kitchen (certified by FSSAI). Accounts and finance cell shall conduct internal and external audits and follows transparent mechanisms for fund disbursal and utilization. Admission cell abides to the rules and regulations defined in the admission policy and provides equal opportunities irrespective of gender, social status, and origin. Scholarship facilitating cell, external affairs and operations cell provides detailed information and methodology about scholarships, communications, and other external activities.

Green policy applies to all the campus green initiatives. Campus is ISO certified, and all the quality parameters shall be compiled by infrastructure development and maintenance cell. The members of the respective cells of the Institution shall be responsible for the administration of this policy. Gender equity policy ensures equal opportunities and institute conducts gender audits. IQAC members shall meet periodically and ensure effective implementation of the policies and shall conduct meetings, awareness programs, seminars for quality improvement at all levels.

Quality policy of academics

Coordinators and members of academic cell, examination cell, placement and training cell, library, and information cell shall manage academics. IQAC monitors and ensures quality of all academic activities. LMS software is being in use and IQAC shall be conducting trainings, seminars, and workshops for teachers for improving the quality in teaching and learning process. IQAC shall monitor and provide recommendations in the beginning of the semester for quality improvement in academics. Academic cell coordinator shall present semester end report with respect to various activities undertaken and compliance report. Annually academic audit shall be undertaken and based on the report, IQAC will recommend corrective measures and benchmarks for enhancing the quality.

Quality policy of research and innovation

Research and innovation cell shall abide to the rules and regulations depicted in the research and innovation policy. Extension and outreach cell, entrepreneurship development cell, patent, and publication cell shall create awareness about the ethics, and govern all the extension activities, community outreach programs. This policy also deals with plagiarism and research code of conduct, ethical committee role during research and extension. IQAC shall be responsible for code of conduct in research and innovation and enforcement of research ethics.

Conclusion

Quality in education is a way of describing how well the learning opportunities available to students help them to achieve their degree. At PIMS, all of us together make sure that precise and effective teaching, support, assessment and learning opportunities are provided to students by enforcing quality at all levels of administration, academics and research.



Ang dhalf Dr. Anuradha. M

Padmashree Institute of Management & Sciences



IQAC CELL

Composition

S. No	Name	Role
1	Dr. Anuradha M	Chairperson
2	Prof Rajesh Shenoy	Management member
3	Dr. Umalatha	Coordinator
4	Dr. K.Y. Reddy	Faculty member
4	Dr. Sarada Devi M.S	Faculty member
5	Mrs. Rajani Balaji	Faculty member
6	Dr. Sudipta Kumar Mohanty	Faculty member
7	Mrs. Subbalakshmi. G	Faculty member
8	Mrs. Manjubhargavi O.J	Faculty member
9	Dr. Thammaiah R.B	Faculty member
10	Dr. Shilpa. P	Faculty member
11	Dr. Nethra. S	Faculty member
12	Mr. Sreeramulu	Administrative member
13	Ms. Veena S	Administrative member
14	Mr. Subbanna	Local society member
15	Dr. S. Balasubramanya	Industry expert member
16	Dr. Ashok Godavarthi	Employer member
17	Mr. Ajay Kamble	Alumini member
18	Ms. Medha	Student member



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CO-PO ATTAINMENT

Program outcomes (POs) and Program specific outcomes (PSOs) of M.Sc. Biotechnology

Program outcomes (POs):

PO1: Knowledge: Understand the basic knowledge and concepts of biotechnology and other interdisciplinary subjects.

PO2: Skills: Ability to apply their knowledge and perform experiments independently.

PO3: Real time exposure: Practical exposure to the basic and the advanced fields of Biotechnology.

PO4: Advanced skills and research: Gain practical knowledge about advanced subject in the area of nanobiotechnology, multi omics, immunotechnology, environment, animal, plant and agriculture biotechnology.

PO5: Career and Employment: Advancement of their professional career and employment in diverse areas of biotechnology.

Program specific outcomes (PSOs):

PSO1: To understand and analyze the basic concepts of cell biology, Genetics, Biochemistry, Molecular biology and bioinformatics.

PSO2: The program will impart Knowledge among students in the advanced fields of Biotechnology and its applications in various sectors.

PSO3: Apply the knowledge and skills to develop quality products and provide solution in the field of plant and agriculture biotechnology, Environmental Biotechnology, Nanobiotechnology, Industrial Biotechnology, and many other areas involved in biotechnology industries.

PSO4: Able to Perform experimental procedures and research independently in the areas of Biochemistry, Molecular biology, Plant tissue culture, Genetic Engineering, Molecular Ecology, Molecular marker Technology and Bioinformatics.

PSO5: Analyse the complex problems in different areas of Biotechnology and address the issues through use of modern tools and techniques in biotechnology.

Attainment of course outcomes (COs):

The course outcomes (COs) are defined for each course under the given program. The defined Cos are mapped to Pos and PSOs of the respective program. Assessment for course outcomes (COs) is carried out by each department for different programs regularly. The COs are mapped against each question of the internal examination and CO analysis is carried out by faculty of each course. The contribution of COs are assessed by mapping them in term of low, moderate and high level, for the attainment of POs/PSOs. Data from all theory courses, practical courses and project courses were collected and are considered for course outcome

(CO) attainment calculation. For each courses of post graduate except project course 30% weightage was given for internal assessment and 70% weightage was given for external assessment.

Assessment methods for Theory, Practical and Project courses:

CO Attainment (Theory courses)				
Assessment methods	Weightage	Overall Weightage		
IA test1, IA test2, Assignment, seminar, attendance	, seminar, attendance 30% 100%			
Semester end theory examination	70%			

Assessment methods	Weightage	Overall Weightag	
Continuous assessment, model examination, Lab records, attendance		100%	
Semester end practical examination	70%		

CO Attainment (Project courses)				
Assessment methods	Weightage	Overall Weightage		
Performance in project, Project Presentation, Publication	60%			
Viva Voce	40%	100%		

Theory Courses:

Internal Assessment (30%): IA test1, IA test2, Assignment, seminar, attendance External Assessment (70%): Semester end theory examination

Practical courses:

Internal Assessment (30%): continuous assessment, model examination, Lab records, attendance External Assessment (70%): Semester end practical examination

Project courses: External Assessment: Performance in project, Project Presentation and Viva Voce

Semester end theory examination:

The examination is carried out by Bangalore University by the end of each semester. The exam is conducted for 100 marks with the duration of 3 hours. Evaluation is carried out at the valuation center set by the University by the qualified panel of examiners. The results are published online. The marks scored by the students are considered for calculation of CO attainment for each course.

Criterion VI



Semester end practical examination:

For each practical course the examination is conducted for 4 hours. The examination includes performance, observation, viva voce, record submission. The marks are awarded by the external examiners allotted by the University. The final marks scored are considered for CO attainment for each course.

Project course:

Project course is allotted in the final semester of the program. Each student is given with a unique project topic. At the end of the project student needs to submit the report to the University for assessment. Students also need to present the entire work done before the external examiners allotted by the University. Marks are awarded based on the project performance, presentation and viva voce. The final marks are considered for overall CO attainment.

The attainment levels are scored as below:

Attainment level 1: 50% to 60 % students scoring greater than 60% marks Attainment level 2: 60% to 70 % students scoring greater than 70% marks Attainment level 1: 70% to 80 % students scoring greater than 80% marks

Course allotment	Course Title	Course Code
Theory	CELL BIOLOGY	BTH-101

Course Outcomes (COs):

- 1. Student is able to understand and apply the Knowledge of basic characteristics of the cell
- 2. Student is able to understand and apply the Knowledge of Cytoskeleton
- 3. Student is able to analyze and apply the Knowledge of Membrane Transport
- 4. Student is able to analyze and apply the Knowledge of Cell signaling
- 5. Student is able to understand and apply the Knowledge of cell cycle
- 6. Student is able to analyze and apply the Knowledge of Specialized Cells (Muscle & Nerve cells)
- 7. Student is able to understand, analyze and apply the Knowledge of Antioxidant defense system and Senescence



CO PO Mapping:

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5
CO 1	.3	2	2	3	2
CO 2	3	2	3	3	3
CO 3	3	3	3	3	3
CO 4	3	3	3	3	3
CO 5	3	3	3	3	3
CO 6	3	3	3	3	3
CO 7	3	. 2	3	3	3

CO-PSO Mapping:

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PSO	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5
CO 1	3	3	3	3	2
CO 2	3	3	3	3	2
CO 3	3	3	3	3	3
CO 4	3	3	3	3	3
CO 5	3	3	3	3	3
CO 6	3	3	3	3	3
CO 7	3	3	3	3	3

Course allotment	Course Title	Course Code
Theory	Environmental Biotechnology	BTH- 204

Course Outcomes (COs):

- 1. Student is able to understand and apply the Knowledge of environment and monitoring
- 2. Student is able to analyze and apply the Knowledge of water Management and waste water treatment
- 3. Student is able to analyze and apply the Knowledge of Biomining & Biodiesel
- 4. Student is able to analyze and apply the Knowledge of Bioremediation
- 5. Student is able to understand, analyze and apply the Knowledge of Biowaste treatment
- 6. Student is able to understand, analyze and apply the Knowledge of Global Environmental problems

CO PO Mapping:

Criterion VI

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5
CO 1	3	3	3	3	3
CO 2	3	3	3	3	3
CO 3	3	2	2	3	2
CO 4	3	3	3	3	3
CO 5	3	3	3	3	3
CO 6	3	3	3	3	3

CO-PSO Mapping:

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PSO	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5
CO 1	3	3	3	3	3
CO 2	3	3	3	3	3
CO 3	3	3	2	3	3
CO 4	3	3	3	3	3
CO 5	3	3	3	3	3
CO 6	3	3	3	3	3

Course allotment	Course Title	Course Code
Theory	Human Physiology	. 101

Course Outcomes (COs):

- 1. Student is able to understand and apply the Knowledge of basic tissues
- 2. Student is able to understand and apply the Knowledge of nervous system
- 3. Student is able to understand and apply the Knowledge of endocrine and Immune system
- 4. Student is able to understand and apply the Knowledge of Digestive, Cardiovascular, Respiratory and Excretory Systems
- 5. Student is able to understand and apply the Knowledge of Reproductive system

Self Study Report



CO PO Mapping:

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PO	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	2	2	2	2	2	2	2	2	2	2	2	2
CO 2	3	3	3	3	3	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3	3	3	3	3	3

CO-PSO Mapping:

Slight (Low) = 1, Moderate (Medium) = 2, Substantial (High) = 3.

CO/PSO	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5	PSO 6	PSO 7
CO 1	2	2	2	2	2	2	2
CO 2	3	3	3	3	3	3	3
CO 3	3	3	3	3	3	3	3
CO 4	3	3	3	3	3	3	3
CO 5	3	3	3	3	3	3	3

Subject allotment	Course Title	Course Code
Theory	Biochemistry	BTH-104

Course Outcomes (COs):

- 1. Enables the students to understand the applications of thermodynamics in biology
- 2. Enables the students to understand the concept energy flow in the biological system and electron transport chain
- 3. Enables the students to understand the structural aspects and metabolism of carbohydrates
- 4. Enables the students to understand the concept of amino acids, structural organization and metabolism of proteins
- 5. Enables the students to understand the structure and metabolism of lipids.
- 6. Enables the students to understand the structure and metabolism of nucleic acids

CO PO Mapping:

Slight (Low) = 1Moderate (Medium) = 2 Substantial (High) = 3



CO/PO	PO1	PO2	PO3	PO4	PO5
CO 1	2	2	2	2	2
CO 2	2	2	2	2	2
CO 3	2	2	2	2	2
CO 4	2	2	2	2	2
CO 5	2	2	2	2	2
CO 6	2	• 2	2	2	2

CO-PSO Mapping:

Slight (Low) = 1 Moderate (Medium) = 2 Substantial (High) = 3

CO/PSO	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	2	2	2	2	2
CO 2	2	2	2	2	2
CO 3	2	2	2	2	2
CO 4	2	2	2	2	2
CO 5	2	2	2	2	2
CO 6	2	2	2	2	2

Subject allotment	Course Title	Course Code
Theory	Enzymology And Biochemical Techniques-	BTH-201

Course Outcomes (COs):

- 1. Enables the pupil to understand the physical techniques involved in the analysis of macromolecules
- 2. Enables the students to understand the techniques of chromatography
- 3. Enables the students to understand the techniques of electrophoresis
- 4. Enables the students to understand the basics of enzymes
- 5. Enables the students to understand the kinetic parameters and mechanism of action of enzymes.
- 6. Enables the students to understand the role of coenzymes in enzymatic reaction

CO-PO Mapping:

Slight (Low) = 1 Moderate (Medium) = 2 Substantial (High) = 3

CO/PO	PO1	PO2	PO3	PO4	PO5
CO 1	2	1	2	3	2
CO 2	3	2	2	2	2
CO 3	3	1	2	2	2

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CO 4	3	2	2	1	2	
CO 5	1	2	2	2	2	
CO 6	1	2	2	2	2	10

CO-PSO Mapping

Slight (Low) = 1 Moderate (Medium)	= 2 Substantial (High) $= 3$
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CO/PSO	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	2	3	2	2	2
CO 2	1	3	2	2	2
CO 3	2	2	2	1	2
CO 4	2	2	2	2	2
CO 5	2	2	2	2	2
CO 6	2	2	2	2	2

Subject allotment	Course Title	Course Code
Practical	Enzymology And Immunology	BTP- 206

Course Outcomes (COs):

- 1. Enables the student to carry out the kinetic assay of salivary amylase
- 2. Enables the student to carry out the kinetic assay of urease
- 3. Enables the student to carry out the kinetic assay of acid phosphatase
- 4. Molecular weight determination of proteins by SDS PAGE.
- 5. Enables the students to carry out the purification of IgG
- 6. Enables the students to carry out the serological assays

CO-PO Mapping

Slight (Low) = 1 Moderate (Medium) = 2 Substantial (High) = 3

CO/PO	PO1	PO2	PO3	PO4	PO5
CO 1	2	3	3	2	3
CO 2	1	3	3	2	2
CO 3	3	2	2	3	3
CO 4	2	2	1	2	2
CO 5	2	2	2	3	2
CO 6	3	3	2	3	3

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CO-PSO Mapping

Slight (Low) = 1 Moderate (Medium) = 2 Substantial (High) = 3

CO/PSO	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	2	2	2	2	3
CO 2	2	3	• 3	1	2
CO 3	2	2	2	2	2
CO 4	3	3	2	2	3
CO 5	3	3	3	3	1
CO 6	3	3	3	3	2

Subject allotment	Course Title	Course Code
Practical	General microbiology and Biochemistry	BTP-107

Course Outcomes (COs):

- 1. Estimation of carbohydrates
- 2. Estimation of amino acids and proteins
- 3. Estimation of inorganic phosphate
- 4. Determination of iodine value and acetyl value
- 5. Paper chromatography and TLC
- 6. Microbial culture techniques
- 7. Biochemical tests in microbiology
- 8. Staining techniques

CO PO Mapping:

Slight (Low) = 1 Moderate (Medium) = 2

Substantial (High) = 3

PO1	PO2	PO3	PO4	PO5
3	3	2	3	2
3	3	2	3	2
3	3	2	3	2
3	3	2	2	2
3	3	2	3	2
3	3 .	2	2	3
3	3	2	3	3
3	2	2	3	3
	3 3 3 3 3 3 3 3 3	3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2 3 3 2	3 3 2 3 3 3 2 3 3 3 2 3 3 3 2 3 3 3 2 2 3 3 2 2 3 3 2 2 3 3 2 2 3 3 2 3 3 3 2 3 3 3 2 3

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CO-PSO Mapping:

Slight (Low) = 1 Mod

Moderate (Medium) = 2

Substantial (High) = 3

CO/PSO	PSO1	PSO2	PSO3	PSO4	PSO5
CO 1	3	2	3	2	2
CO 2	3	2	2	2	2
CO 3	3	2	2	2	2
CO 4	3	3	2	2	3
CO 5	3	3	2	2	3
CO 6	3	3	2	3	3
CO 7	3	3	2	3	2
CO 8	3	3	3	3	3

Subject allotment	Course Title	Course Code
Theory	GENERAL MICROBIOLOGY	BTH-103

Course Outcomes (COs):

1. Students will learn microbial Classification

2. Students will be able define prokaryotic Micro-organisms (Properties, Structure & Reproduction)

- 3. Students will be able define eukaryotic Micro-organisms (Properties, Structure & Reproduction)
- 4. Students will be able to differentiate among Virus, Viroids & Prions

5. Students will be able to analyse microbial Growth and Control

6. Students will be able perform microbiological methods

CO PO Mapping:

Slight (Low) $= 1$	Moderate	(Medium) = 2	Substantial	(High) = 3
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CO / PO	PO 1	PO 2	PO 3	PO 4	PO 5
CO 1	3	2	1	2	2
CO 2	3	3	2	2	3
CO 3	3	2	3	2	2
CO 4	3	2	2	2	2
CO 5	3	2	2	2	2
CO 6	3	3	3	3	3
CO-PSO Ma	pping				
CO / PSO	PSO 1	PSO 2	PSO 3	PSSO 4	PSO 5
CO 1	3	3	2	3	3

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Subject allotment Course Title Course Code					
CO 6	3	2	2	2	2
CO 5	3	2	2	2	2
CO 4	3	2	2	2	2
CO 3	3	2	2	2	2
CO 3	3	2	2	2	2
CO 2	3	2	2	2	2

Subject allotment	Course Title	Course Code	
Practical	General Microbiology And Biochemistry	BTP- 107	

Course Outcomes (COs):

- 1. Students will learn the techniques of estimation of carbohydrates
- 2. Students will learn the techniques of estimation of amino acids and proteins
- 3. Students will learn the techniques of estimation of inorganic phosphate
- 4. Students will learn the techniques of determination of iodine value and acetyl value
- 5. Students will learn the techniques of paper chromatography and TLC
- 6. Students will learn the techniques of microbial culture techniques
- 7. Students will learn the techniques of biochemical tests in microbiology
- 8. Students will learn various Staining techniques

CO PO Mapping

Slight (Low) = 1 Moderate (Medium) = 2 Substantial (High) = 3

CO / PO	PO 1	PO 2	PO 3	PO 4	PO 5
CO 1	3	3	2	3	2
CO 2	3	3	2	3	2
CO 3	3	3	2	3	2
CO 4	3	3	2	2	2
CO 5	3	3	2	3	2
CO 6	3	3	2	2	3
CO 7	3	3	2	3	3
CO 8	3	2	2	3	3

CO-PSO Mapping:

CO / PSO	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5
CO 1	3	2	3	2	2
CO 2	3	2	2	2	2

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CO 3	3	2	2	2	2
CO 4	3	3	2	2	3
CO 5	3	3	2	2	3
CO 6	3	3	2	3	3
CO 7	3	3	2	3	2
CO 8	3	3	3	3	3

Bangalore-60

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CONSOLIDATED CO- PO ATTAINMENT

M.Sc. Biotechnology

Semester: 3

Course: Genetic Engineering

Course Code: BTH-303

Course Outcomes	CIE1	(IA)		Other sment)	SE	EE	Direct At	tainment	Feed	back	Indirect A	ttainment	Total At	tainment
	Attainment out of three	Attainment out of 100												
BTH-303.1	2.48	82.73	3	100	3	100	2.83	94.24	0.2	6.67	0.1	3.33	2.83	94.24
BTH-303.2	2.73	90.91	3	100	3	100	2.91	96.97	3	100	1.5	50	2.91	96.97
BTH-303.3	2.73	90.92	3	100	3	100	2.91	96.97	2	66.67	1	33.33	2.91	96.97
BTH-303.4	3	100	3	100	3	100	3	100	3	100	1.5	50	3	100
BTH-303.5	3	100	3	100	3	100	3	100	3	100	1.5	50	3	100

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Student Feedback form

Name:

Batch:

Department:

Semester:

	Questions		Sc		Feedback Percentage	Average Score (5)		
		1 Poor	2 Good	3 Very Good	4 Excellent	5 Outstanding		
	Academic							
1	Content of Syllabus of the Courses							
2	Extent of Syllabus Covered in the Class							
3	Delivery of Syllabi in the Class							
4	Use of Teaching Aids and ICT in the Class to Facilitate Teaching							
5	Overall Experience with Internal Assessment (Quiz, Assignments, Presentations etc.)							
6	Student Teacher Interaction						-	
7	Integration of Theory and Practical in Classes (wherever applicable)							
8	Stimulation for Innovative Thinking							
9	Overall Learning Experience							
10	Condition of Lab Equipment					1		1.2.1
11	Availability of Online Resources							
12	Opportunities in the Department/ University for Research Activities							
13	Opportunity to Participate in Seminar/ Workshop/Conference/Res each Projects							
14	Experience with Research Environment							
15	Participation in Co-Academic and Cultural Events							
	Infrastructure							
1	Classroom Facilities (LCD/Audio/ Computer/Seating Arrangement Etc.)							
2	Library Reading Room Facility							
3	Library Digital Resources and Reading Material Support				-			
4	Internet Facility						-	
5	University Website							
6	Department Website							-
7	Sports Facility		1					-
8	Food Outlets/Canteens							1
9	Drinking Water Facility							
10	Washroom Facilities							

Criterion VI



11	Hostel Facility		5		. S. 1	
	Support System					
1	Experience of the Admission Process to the Programme you have Enrolled in					
2	Help Received by Orientation Programof the Department					
3	Experience with University's Administrative Staff					
4	Experience with Department's Administrative Staff					
5	Timely Announcement of Result					
6	Experience with Timely Availability of Mark Sheet					
7	Experience with Evaluation Process					
8	Experience with Placement Cell of theUniversity/Department					
9	Functioning Of Placement Cell Of TheDepartment					
10	Experience with Healthcare Facility					
Sk	ills/Competencies Developed During Course of Study					
1	Analytical Competency					
2	Problem Solving Competence					
3	Leadership					
4	Time Management					
5	Team Work/Collaboration Skills					
6	Communication Competence					
7	IT Skills	1000				
8	Critical Thinking					
-	Entrepreneurial /Job Skills	 				



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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



Teachers Feedback Format

Teachers Feedback about Infrastructure & Ambience

Name of the faculty:

Designation:

Department:

S. No.	Description	Excellent	Very Good	Good	Average	Poor
1	Is the Curriculum well designed?					
2	Does the curriculum promote learning experience of the students?		- 52.53			
3	The course syllabus has good balance between theory and Lab					
4	The curriculum addresses most of the Program Outcomes and Program specific outcomes					
5	Classroom, Tutorial room, seminar room have necessary facilities & atmosphere which help in teaching					
6	Admin staff and Support staff are helpful 7 cooperative					
7	Green Campus initiative (Paperless work, LED lights, Solar system, water conservation, smart technology, etc) are bringing positive changes in working	z				
8	Institute canteen able to serve hygienic and nutritious food					
9	Computers, Furniture, stationery materials provided for you is satisfactory					
10	Does the library provide a stock of prescribed books?					
11	Is there feasible environment in the college for teaching learning processes?					

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

Signature of faculty



Alumni Feedback format

Alumni Feedback about Academic Performance

SubjectIf self Employment detailsIf Self Employment detailsIf Self Employ.//BusinessIf pursuing higher studies from other InstituteOrganization NameIf Self detailsIf Self Employ.//BusinessIf pursuing higher studies from other InstituteOrganization NameIIIIIOrganization NameIIIIIDesignation/CourseIIIIIIYear of JoiningIIIIIIIPlease tick UN: UnsatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodStatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodPlease tick UN: UnsatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodStatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodIPlease tick UN: UnsatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodIPlease tick UN: UnsatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodIPlease tick UN: UnsatisfactoryS: SatisfactoryF: FairG: GoodVG: Very CoodIIAdmission ProcedureIIIIIIIIIIIIIIIIIIIIIIIIII <td< th=""><th>Name</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></td<>	Name								
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Year of JoiningImage: Second Procedure Please tick UN: Unsatisfactory S: Satisfactory F: Fair G: Good VG: Very GoodSl.noDetailsVGSFSUN1.Admission ProcedureIIISISII2.Fee StructureIIIIII3.EnvironmentIIIIII4.Infrastructure and Lab facilitiesIIIII5.FacultyIIIII6.Project GuidanceIIIII7.Quality of Support materialsIIIII8.Training and PlacementIIIIII9.LibraryIIIIII10.Canteen FacilityIIIIII11.Hostel FacilityIIIIII12.Overall Rating of the collegeIIIIIII	Organ	ization Name							
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4.Infrastructure and Lab facilitiesImage: Constructure and Lab facilitiesImage: Constructure and Lab facilities5.FacultyImage: Constructure and Lab facilitiesImage: Constructure and Lab facilities5.FacultyImage: Constructure and Lab facilitiesImage: Constructure and Lab facilities6.Project GuidanceImage: Constructure and Constru	2.	Fee Structure							
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6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Project GuidanceImage: Composition of the collegeImage: Composition of the college6.Image: Composition of the collegeImage: Composition of the collegeImage: Composition of the college	4.	Infrastructure and	Lab facilities						
7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college7.Quality of Support materialsImage: Constraint of the collegeImage: Constraint of the college	5.	Faculty							
8. Training and Placement Image: Constant of the college 9. Library Image: Constant of the college 10. Canteen Facility Image: Constant of the college 11. Hostel Facility Image: Constant of the college 12. Overall Rating of the college Image: Constant of the college	6.	Project Guidance							
9.LibraryImage: Content of the collegeImage: Content of the college10.Canteen FacilityImage: Content of the collegeImage: Content of the college11.Hostel FacilityImage: Content of the collegeImage: Content of the college12.Overall Rating of the collegeImage: Content of the collegeImage: Content of the college	7.	Quality of Support	t materials						
10. Canteen Facility 11. Hostel Facility 12. Overall Rating of the college	8.	Training and Place	ement						
11. Hostel Facility 12. Overall Rating of the college	9.	Library							
12. Overall Rating of the college	10.	Canteen Facility							
	11.	Hostel Facility							
13. Alumni Association/Network of Old Friends	12.	Overall Rating of	the college						
	13.	Alumni Associatio	on/Network of Old Fri	ends					



Ms dlay Dr. Anuradha. M

Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences Signature

Criterion VI



Employers Feedback about Academic performance & Infrastructure, Ambience

Name of the Employer:

Name of the Company:

Academic Year:

Sl. no	Particulars	Disagree	Agree	Strongly Agree
1	Students possess technical knowledge/ skill ability to manage/ leadership innovativeness etc			
2	The academic activities of institute develop Problem solving attitude, Critical thinking, Leadership and Team work etc			
3	Students Dress code, Confidence level, Communication Skill is satisfactory?			
4	Scope Internship/ Field work/ Research		1.1	
5	The academic activities of institute comprehensive & extensively cover desired competencies & skill required for industry			
6	The environment is conducive and contributory			
7	Cleanliness & hygiene is properly maintained in the institute			
8	Naturalness (e.g. light, air, quality) and individualization (e.g. flexibility of the learning spaces) at the institute is good.			
9	The academic & research activities provided skills and abilities for employment			
10	Involvement in Placement cell			

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Signature of the Employer



Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



Student Feedback form

Name: Amuly	2.6
Batch: Department: M. Ve	r
Semester:	C

No	Questions		Score of	on a scale of	f 5	
		1-Poor	2- Good	3- Very Good	4- Excellent	5- Outstanding
	Academic					
1	Content of Syllabus of the Courses					~
2	Extent of Syllabus Covered in the Class	$\sum_{i=1}^{n-1} f_i \leq f_i \leq 1$		1.000	1.1.1.1.2.4	V
3	Delivery of Syllabi in the Class					
4	Use of Teaching Aids and ICT in				1	weather the second
	theClass to Facilitate Teaching					V
5	Overall Experience with					
	InternalAssessment (Quiz,			and the second		V
	Assignments, Presentations etc.)	18 10 11			·	
6	Student Teacher Interaction					
7	Integration of Theory and Practical					
	inClasses (wherever applicable)					1/
8	Stimulation for Innovative Thinking		-			V
9	Overall Learning Experience					V
10	Condition of Lab Equipment					N
11	Availability of Online Resources					
12	Opportunities in the					
	Department/UniversityforResearch					
	Activities	min li				
13	Opportunity to Participate in					L
1999	Seminar/Workshop/Conference/Resear					
	chProjects					
14	Participation in Co-Academic andCultural Events					
	Infrastructure					
1	Classroom Facilities					\sim
2	Library Reading Room Facility			-		
3	Library Digital Resources and					1/
	ReadingMaterial Support					V
4	Internet Facility					\checkmark
5	Sports Facility					N
6	Food Outlets/Canteens					V
7	Drinking Water Facility				1	
8	Washroom Facilities					



.

Hostel Facility

9

	Support System				V
1	Experience of the Admission Process				-
-	tothe Programme you have Enrolled in				V
2	Help Received by Orientation				
	Programof the Department				V
3	Support for Value added/certificate course				. (
4	Faculty support for skill enhancement				
	Skills/Competencies				
	DevelopedDuring Course of Study				
1	Analytical Competency				
2	Problem Solving Competence				
3	Leadership	and the second	t ne sedad		~
4	Time Management				
5	Teamwork/Collaboration Skills	1.1.1.1	A margin from		
6	Communication Competence				
7	IT Skills				
8	Critical Thinking				1
9	Entrepreneurial /Job Skills		19. J. F. 16		

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STUDENT SIGNATURE:

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



PADMASHREE INSTITUTE OF MANAGEMENT AND SCIENCES

Teachers Feedback about Infrastructure & Ambience

Name of the faculty: DR. INDU B.K.

Designation: ASST. PROFES.

Department:

Sl no	Description	Excellent	Good	Average	Poor
1	Is the Curriculum well designed?				
2	Does the curriculum promote learning experience of the students?		~		
3	The course syllabus has good balance between theory and Lab		~		
4	The curriculum addresses most of the Program Outcomes and Program specific outcomes		1		
5	Classroom, Tutorial room, seminar room have necessary facilities & atmosphere which help in teaching	-	~	L	
6	Admin staff and Support staff are helpful <i>Red</i> cooperative	/	•		
7	Green Campus initiative (Paperless work, LED lights, Solar system, water conservation, smart technology, etc) are bringing positive changes in working		~		
8	Institute canteen able to serve hygienic and nutritious food		V		
9	Computers, Furniture, stationery materials provided for you is satisfactory		~		
10	Does the library provide a stock of prescribed books?		~		
11	Is there feasible environment in the college for teaching learning processes?				

Suggestions for improvement in Academic Performance & infrastructure, ambience

There should be continuous power cupply in the college -

Laboret ries



gnature of faculty

Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



PADMASHREE INSTITUTE OF MANAGEMENT AND SCIENCES

Alumni Feedback Form

Name		T. Rajyalakshmi B.Sc/B.Voc//BBA/BCA/B.									
Degree completed in this Institution		B.Sc /B.Voc/ /BBA/BCA/B.	B.Sc /B.Voc / /BBA/BCA/B.COM M.Sc /M.VOC			OC /MBA/N	A.COM/H	BiSEP			
Subject	t	B.VOC (Food Proces	B. VOC (Food Processing & Nutraceuticals)								
Passing	g year	2020									
E-mail		rajithota 45 @gmail.com									
WhatsApp Number		9148104702									
		Employment Details If Self Employed/Business			If pursuin from anot						
Organi	zation Name	Dri Venkateswara University									
Designa	ation/Course	M.Sc FoodTechnology									
Year of	f Joining	2020 - 2022									
Please t	tick 1satisfactory S: Satisfa	ctory F: Fair G: C	lood VG:	Very Go	ad						
Sl.no	Details	<u>((())) 11144 ().</u>	V	the second s	ମ	F	S	UN			
1.	Admission Procedure		4								
1. 2.	Admission Procedure Fee Structure		4		~						
					 Image: A start of the start of						
2.	Fee Structure	facilities	*								
2.	Fee Structure Environment	facilities	~								
2. 3. 4.	Fee Structure Environment Infrastructure and Lab	facilities	~								
2. 3. 4. 5.	Fee Structure Environment Infrastructure and Lab Faculty				✓ ✓						
2. 3. 4. 5. 6.	Fee Structure Environment Infrastructure and Lab Faculty Project Guidance	erial									
2. 3. 4. 5. 6. 7.	Fee Structure Environment Infrastructure and Lab Faculty Project Guidance Quality of support mate	erial									
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PADMASHREE INSTITUTE OF MANAGEMENT AND SCIENCES

Suggestions:

Relevance of the Curriculum in your Job: Good Need any changes in curriculum and syllabi: Good (No charges are needed, everything is good) **Improvements in teaching and learning Process:** More practical work for hands on experience. Have you learned the basic concept through your project? Yes Do you suggest any new Subject/Course to be introduced? NO Any other suggestions/comments No



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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

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Employers Feedback about Academic performance & Infrastructure, Ambience

Name of the Employer: Aravind Ganessin Name of the Company: Dextrose Technologies Pvt Academic Year: 2018-2019

Sl no	Particulars	Disagree	Agree	Strongly Agree
11	Students possess technical knowledge/ skill ability to manage/ leadership innovativeness etc			
۶12	solving attitude, Critical thinking, Leadership and Team work etc			\checkmark
13	Students Dress code, Confidence level, Communication Skill is satisfactory?			\checkmark
14	Scope Internship/ Field work/ Research			V
	The academic activities of institute comprehensive & Extensively covers desired competencies & skill required for industry		L	
16	The environment is conducive and contributory			
17	Cleanliness & hygiene is properly maintained in the institute			-
18	Naturalness (e.g. light, air, quality) and individualization (e.g. flexibility of the learning spaces) at the institute is good.			
19				
20	Involvement in Placement cell			



UNLEASHING CODONS

No.124, 2nd Floor, 1st Main Road, Kengeri Satellite Town, Bengaluru-560 060, Karnataka, India.
 96869 28701
 interface@dextrosetech.com





Employers Feedback about Academic performance & Infrastructure, Ambience

Name of the Employer: Aravind Ganessin

Name of the Company: Dextrose Technologies Pvt

SI no	Particulars	Disagree	Agree	Strongly Agree
1	Students possess technical knowledge/ skill ability to manage/ leadership innovativeness etc			
2				
3	Students Dress code, Confidence level, Communication Skill is satisfactory?			
4	Scope Internship/ Field work/ Research			N
₂ 5	The academic activities of institute comprehensive & Extensively covers desired competencies & skill required for industry			
6	The environment is conducive and contributory		V	
7	Cleanliness & hygiene is properly maintained in the institute			
	Naturalness (e.g. light, air, quality) and individualization (e.g. flexibility of the learning spaces) at the institute is good.			
9	The academic & research activities provided skills and abilities for employment		,	V
10	Involvement in Placement cell			

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UNLEASHING CODONS

No.124, 2nd Floor, 1st Main Road, Kengeri Satellite Town, Bengaluru-560 060, Karnataka, India.
 96869 28701 interface@dextrosetech.com
 www.dextrosetechs.com



Action taken report for the feedback of various stakeholders

1. Students:

S.	Feedback/ Suggestions	Action taken
No.		
1	High speed internet facility required	High speed routers were purchased and
		installed in individual floors
2	Proper drinking water facility	New RO purification system was installed
3	Hygiene of the washroom to be	It was made sure that washrooms are cleaned
	maintained	on regular intervals
4	Improve online library resources	A digital library was provided in the library
5	Skill courses like IT skills,	The number and frequency of these courses
	professional skills and time	were increased in addition to the existing value-
	management to be included	added programs.
6	Online teaching learning resources to	Teachers were instructed to upload their
	be made available	lectures into Learning management system
		(LMS)
7	Improve lab facilities for research	New equipment for research activities was
		purchased and equipment maintenance was
		done regularly
8	Change of food menu and	Food menu was modified by involving student
	improvisation of hygiene in hostel	representatives.
9	On campus training and placement to	Action plan for on campus placement drive has
	be organized	been initiated
10	More hands- on training required	The students are encouraged to take up minor
		projects to improve skills and get more
		exposure to hands on training.

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences



2. Faculty:

S. No.	Feedback/Suggestions	Action taken
1	Drinking water facility to be improved	New RO purification system was installed
2	Hygiene and cleanliness of the washroom to be maintained	It was made sure that washrooms are cleaned on regular intervals and monitored
3	Uninterrupted power supply Generator facility has been provided	
4	Lift facilities	Lift facility is provided
5	Curriculum needs to be revamped	The need for syllabus revision is communicated to the University and the syllabus was revised as per suggestions received from faculty and industry experts.
6	Encourage students to publishThe students were trained to use practical dataresearch papersresearch paper publication with the help of factors	
7	Wi-Fi for high-speed internet	Wi-Fi routers were installed in staff room

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3. Alumni:

S. No.	Feedback	Action taken
1	Basic knowledge to be re- enforced during project	Faculties were instructed to provide refresher course on basic research concepts
2	Training and placement	Action plan was derived to improve the placement and placement officer was appointed
3	AlumninetworkandA section in webpage for alumni association wassociation was requestedand alumni association is registered	
4	CanteenfacilitytobeA request to management was put forth regardimprovisedimprovisation of canteen facility	
5	Hostel hygiene	Hostel warden and hostel committee were instructed to regularly monitor the hygiene of the hostel



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Principal Padmashree Institute of Management & Sciences



4. Employer's feedback:

S. No.	Feedback/Suggestions	Action taken	
1	Curriculum needs to be revamped	The syllabus was revised as per suggestions received from faculty and industry experts, the same was communicated to University	
2	Suggested to improve students professional and soft skills	Faculties were instructed to plan for various skill enhancement programmes	
3	Suggested to include industry skill training	Students were provided with industrial hands-on training and encouraged to take internship in industries.	



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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

PIMS/IQAC/CIR/2021/01



IQAC Meeting Circular

Date: 06.07.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 13.07.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Review of Previous meeting
- 2. To discuss on participation and poster presentation in Bengaluru Tech Summit.
- 3. Presentation by individual criterion coordinators about action plan.
- 4. Any other issues

Aus_duay IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

PADMASHREE INSTITUTE OF MANAGEMENT & SCIENCES No. 149, Padmashree Campus, Kommaghatta, Sulikere, Kengeri, Bangalore - 560060, Karnataka, India M pimsprincipal@gmail.com 🌐 www.pims.org.in **C** 080-2845206



Internal Quality Assurance Cell meeting minutes

Date: 13-07-2021

Academic year: 2021-2022

Venue: Board room

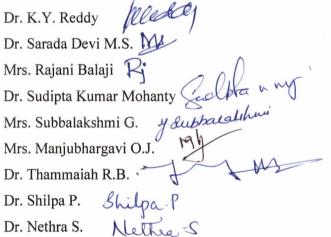
Agenda:

- 1. Review of Previous meeting
- 2. To discuss on participation and poster presentation in Bengaluru Tech Summit.
- 3. Presentation by individual criterion coordinators about action plan.
- 4. Any other issues

Meeting Attendees:

Dr. Anuradha M., Principal, IQAC	Chairperson And du	alf
Dr. Umalatha, IQAC Coordinator	amalatho	• •

Members:



Review of Previous Meeting:

The Chairperson began by reviewing the minutes of the previous meeting. The attendees were asked if there were any errors or omissions in the minutes. The minutes were then approved by the attendees.

PADMASHREE INSTITUTE OF MANAGEMENT & SCIENCES
 No. 149, Padmashree Campus, Kommaghatta, Sulikere, Kengeri,
 Bangalore - 560060, Karnataka, India
 080-2845206 pimsprincipal@gmail.com www.pims.org.in



To Discuss Participation and Poster Presentation in Bengaluru Tech Summit:

The chairperson introduced the topic and led a discussion about the institution's participation in the Bengaluru Tech Summit. Attendees discussed the poster presentation and brainstormed topics to be presented. It was agreed that a committee would be formed to finalize the poster topics and assign responsibilities for creating them.

Presentation by Individual Criterion Coordinators about Action Plan:

The individual criterion coordinators presented their action plans, including activities and research plans for the next IQAC meeting. They outlined their respective targets for academic activities and research plans. Attendees provided feedback and suggestions, and the coordinators were asked to take them into consideration as they work towards achieving their targets.

Attendees raised any other concerns or issues that were not covered in the agenda. Some issues discussed included the need to improve the institution's facilities, the necessity of providing better training for faculty members, and the need to enhance the quality of student services.

The chairperson thanked the attendees for their participation and concluded the meeting.

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Principal & IQAC Chairperson

IQAC Coordinator

PIMS/IQAC/CIR/2021/02



IQAC Meeting Circular

Date: 27.07.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 02.08.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Review of previous meeting
- 2. Reconstitute COVID Monitoring Team
- 3. Exam work allotment
- 4. Any other issues

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IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

PADMASHREE INSTITUTE OF MANAGEMENT & SCIENCES
 No. 149, Padmashree Campus, Kommaghatta, Sulikere, Kengeri,
 Bangalore - 560060, Karnataka, India
 080-2845206 pimsprincipal@gmail.com www.pims.org.in



Internal Quality Assurance Cell Meeting Minutes

Date: 02-08-2021

Academic year 2021-2022

Venue: Board room

Agenda:

- 1. Review of previous meeting
- 2. Reconstitute COVID Monitoring Team
- 3. Exam work allotment
- 4. Any other issues

Meeting Attendees-

Dr. Anuradha M., Principal, IQAC Chairperson Ausdurf Dr. Umalatha, IQAC Coordinator Ornabatha

Members:

Dr. K.Y. Reddy blacker Dr. Sarada Devi M.S. Du Mrs. Rajani Balaji Rj Dr. Sudipta Kumar Mohanty badba h my Mrs. Subbalakshmi G. *Y cubbalakuhui* Mrs. Manjubhargavi O.J. M. Dr. Thammaiah R.B. Dr. Shilpa P. Shilpa P Dr. Nethra S. Nettrae S

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

Review of Previous Meeting:

The chairperson began by reviewing the minutes of the previous meeting. The attendees were asked if there were any errors or omissions in the minutes. The minutes were then approved by the attendees.

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Reconstitute Covid Monitoring Team: The chairperson introduced the topic and led a discussion about the reconstitution of the Covid Monitoring Team. The attendees discussed the current situation with COVID-19 and agreed that it was necessary to reconstitute the team to ensure that the institution is prepared to handle any COVID-19 related issues that may arise. It was agreed that a new team would be formed, and the members would be identified and notified.

Exam Work Allotment:

The chairperson presented the exam work allotment and led a discussion on the workload and responsibilities of each individual. Attendees discussed the allocation of work and agreed to distribute the work evenly among the team members. The designated team members were allotted the work of collecting question papers before exam from University and submission of answer scripts to University after exams. The chairperson advised the attendees to complete their respective tasks within the allotted time frame.

Any Other Issues:

Attendees raised any other concerns or issues that were not covered in the agenda. Some issues discussed included the need to improve communication among the team members, the necessity of providing better training for faculty members, and the need to enhance the quality of student services.

The chairperson thanked the attendees for their participation and concluded the meeting

Juzdhal

Principal & Chairperson

(Imalia

IQAC Coordinator

PIMS/IQAC/CIR/2021/03



IQAC Meeting Circular

Date: 01.09.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 08.09.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Completion of ICT data entry
- 2. Constitution of SSR preparation core team
- 3. Digitalization of data relevance to Admission cell, Placement cell and Alumni cell
- 4. SSR preparation
- 5. Status of AQAR 18-19, 19-20

And

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members



Internal Quality Assurance Cell meeting minutes

Date: 08-09-2021 Academic year 2021-2022 Venue: Board Room Agenda:

- Status of AQAR 18-19, 19-20
- SSR preparation
- Digitalization of data relevance to Admission cell, Placement cell and Alumni cell
- Completion of ICT data entry
- Constitution of SSR preparation core team

Meeting Attendees-

Dr Anuradha M, Principal, IQAC Cl	nairperson Aus du	alf
Dr. Umalatha, IQAC Coordinator	Umalathe	۰.

Members:

Dr. K.Y. Reddy
Dr. Sarada Devi M.S
Mrs. Rajani Balaji Rj
Dr. Sudipta Kumar Mohanty & State my
Mrs. Subbalakshmi. G y dubbalakshm
Mrs. Manjubhargavi O.J Perh
Dr. Thammaiah R.B J. Ak
Dr. Shilpa, P Shilpa, P
Dr. Nethra. S. Nethra S.

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

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Status of AQAR 18-19, 19-20: The chairperson began by discussing the status of the Annual Quality Assurance Reports (AQAR) for 2018-19 and 2019-20. Attendees reviewed the progress in preparation of reports and discussed any issues or concerns that needed to be addressed. It was decided that a committee would be formed to ensure that all necessary changes were made to the reports.

SSR Preparation: The chairperson introduced the topic of Self Study Report preparation and led a discussion on the preparation process. Attendees discussed the timelines and responsibilities of the preparation process. It was decided that a core team would be formed to oversee the preparation process.

Digitalization of data Relevance to Admission cell, Placement cell and Alumni cell: The chairperson presented the need to digitize data relevant to the admission cell, placement cell, and alumni cell. Attendees discussed the benefits of digitization and the challenges that may arise. It was agreed that a team would be formed to oversee the digitization process and ensure that all relevant data was properly captured.

Completion of ICT Data Entry: The chairperson presented the status of the Information and Communication Technology (ICT) data entry. Attendees discussed any issues or concerns and made suggestions for improving the data entry process. It was decided that a committee would be formed to oversee the data entry process and ensure that it was completed on time.

Constitution of SSR preparation core team: The chairperson discussed the need to form a core team for the SSR preparation process. Attendees made suggestions for potential members of the core team to involve in the SSR preparation.

The chairperson thanked the attendees for their participation and concluded the meeting

Awallel

Principal & Chairperson



Action Taken Report

Based on the recommendations and suggestions of the IQAC meeting held on 13/07/2021, 02/08/2021, 08/09/2021

The action taken report on the recommendations of the previous IQAC meetings was placed for approval

- 1. A committee was formed to finalize the poster topics for the Bengaluru Tech Summit, and responsibilities for creating them were assigned. The committee members were identified, and they were notified of their roles and responsibilities. The student teams involved in poster presentation was finalized and assigned the job to start the poster making.
- 2. The IQAC members had suggested the individual criterion coordinators to pay attention to follow appropriate documentation system while keeping documents and files ready for each criterion. The criterion coordinators considered the suggestions given and followed the documentation systematically as they work towards achieving their targets. They were encouraged to improve their action plans and research plans based on the feedback received from different stakeholders
- 3. IQAC member's recommendation regarding improvements in facilities, faculty training, and student services were noted. The institution's management team will review these concerns and take necessary steps to improve facilities and services, provide better training for faculty members, and enhance the quality of student services.
- 4. The exam cell was informed to conduct an internal meeting of the members to assign the work related to exams like question paper collection from University, students allotment to examination hall, maintaining the discipline and following the rules in exam halls, submitting answer scripts to University and other activities.
- 5. A committee was formed to ensure that all necessary changes are made to the AQAR reports for 2018-19 and 2019-20. A core team was formed to oversee the preparation process for the SSR.
- 6. The ICT cell was given the responsibility to oversee the digitization process of data relevant to the Admission Cell, Placement Cell, and Alumni Cell. A committee was formed to oversee the ICT data entry process.



A new Covid Monitoring Team was formed, and the members were identified and notified. The team will monitor the institution's adherence to COVID-19 protocols and provide guidance to ensure the safety of students and faculty in the campus.

- 8. All the staff were reminded to complete their respective tasks within the allotted time frame. They were encouraged to work efficiently and effectively towards achieving their targets.
- 9. The institution's management will look into improving communication among faculty to ensure effective collaboration and coordination amongst them. The need for regular team meetings and clear communication channels was emphasized.

Approval of ATR at IQAC meeting held on

Date: 24.10.2021

Jusdhal

Principal & chairperson

IQAC Coordinator

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PIMS/IQAC/CIR/2021/04



IQAC Meeting Circular

Date: 19.10.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 24.10.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Planning for Institutional Research projects
- 2. Applying students projects
- 3. Publishing research papers
- 4. Schedules and modalities
- 5. Any other Issues

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IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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Internal Quality Assurance Cell meeting minutes

Date: 24-10-2021

Academic year: 2021-2022

Venue: Board room

Agenda:

- Institutional Research projects .
- Students projects
- Research papers publication
- Schedules and modalities .
- Drafting research policy
- Any other Issues

Meeting Attendees:

Dr. Anuradha M., Principal, IQAC Chairperson Aus duy Prof. Rajesh Shenoy, IQAC Director Dr. Umalatha, IQAC Coordinator Umalathy

Members:

Dr. K.Y. Reddy blekke Dr. Sarada Devi M.S. M Mrs. Rajani Balaji Dr. Sudipta Kumar Mohanty Sudpla h my Mrs. Subbalakshmi G. *Y dubbaealihnu* Mrs. Manjubhargavi O.J. My Dr. Thammaiah R.B. Dr. Thammaiah R.B. Shilpa. P Dr. Shilpa P. Nettra -S Dr. Nethra S.

IQAC chairperson welcomed the members and reviewed previous meeting proceedings and approved the IQAC action taken report

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Institutional research projects: The chairperson began by discussing the importance of research projects in the institution. Attendees were asked to share their ideas and suggestions on how to promote research projects within the institution. Some suggestions included providing funding and resources, encouraging collaboration between research institutes, industries and NGOs, and increasing awareness among students.

Student projects: Attendees discussed the importance of student research projects and their role in promoting research culture within the institution. It was suggested that a separate committee be formed to oversee student research projects, and faculty members should be encouraged to mentor and guide students in their projects.

Research paper publications: Attendees discussed the need to increase the number of research paper publications from the institution. It was suggested that faculty members should be encouraged to publish their research papers in reputed journals, and funding and resources should be provided to support the publication process.

Schedules and modalities: Attendees discussed the schedules and modalities for research projects and paper publications. It was suggested that a clear timeline be established for research projects and that faculty members should be provided with the necessary resources to complete their research work within the given timeframe.

Drafting research policy: Attendees discussed the importance of drafting research policies that would guide and support research work within the institution. It was suggested that a committee be formed to draft these policies, and faculty members should be encouraged to provide their inputs and suggestions.

Any other issues: Attendees raised other concerns and issues that were not covered in the agenda. Some of these issues included the need to improve the research infrastructure, the necessity of providing better training for faculty members, and the need to enhance the quality of student services.

The chairperson thanked the attendees for their participation and concluded the meeting

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Principal & Chairperson

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IQAC Coordinator

PIMS/IQAC/CIR/2021/05



IQAC Meeting Circular

Date: 14.11.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 20.11.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Reconstituting cell in-charges and members
- 2. NAAC targets to improvise the grade
- 3. Organizing a workshop on Scholarships and Loan Opportunities for higher education series.

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IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members



Internal Quality Assurance Cell meeting minutes

Date: 20-11-2021

Academic year 2021-2022

Venue: Board room

Agenda:

- Reconstituting cell in-charges and members
- NAAC targets
- Organizing a workshop on Scholarships and Loan Opportunities for higher education series.

Meeting Attendees-

- Dr Anuradha M, Principal, IQAC Chairperson Aus duay Dr. Umalatha, IQAC Coordinator Umalatha
- Dr. Umalatha, IQAC Coordinator
- Members:
- Dr. K.Y. Reddy heady
- Dr. Sarada Devi M.S M
- Mrs. Rajani Balaji
- Dr. Sudipta Kumar Mohanty Sadtha wy Mrs. Subbalakshmi. G y subbalakshmi Mrs. Manjubhargavi O.J PM . Dr. Thammajah R B

- Dr. Thammaiah R.B
- Shilpa. P Dr. Shilpa. P ٠
- Nethera, S. . Dr. Nethra, S

IQAC chairperson welcomed the members and reviewed previous meeting proceedings

- 1. Reconstituting Cell in-charges and members: The meeting started with a discussion on the need to reconstitute the various cells and their respective in-charges and members. The cell in-charges and members were reconstituted. The following cells were decided to be reconstituted
 - Admission cell



- Academic cell
- Examination cell
- Research cell
- Placement and Training cell
- Staff welfare and development cell
- Alumni cell
- Scholarship cell
- Entrepreneurship development cell
- Extension and Outreach cell

NAAC targets: The next agenda item was to discuss the NAAC targets. It was noted that the previous year's targets were not met, and a plan needed to be put in place to ensure that this year's targets are achieved. The meeting attendees agreed to set up a committee to review the previous year's performance and identify areas for improvement. The committee will also set realistic targets for the upcoming year and provide a plan of action to achieve them.

Organizing a workshop on Scholarships and Loan Opportunities for higher education series: The final agenda item was to discuss the organization of a workshop on scholarships and loan opportunities for higher education series. The meeting attendees discussed the importance of providing students with information on the various scholarships and loan opportunities available to them. It was decided that a committee would be formed to plan and organize the workshop. The committee will be responsible for identifying the speakers, the venue, and the logistics of the workshop.

The meeting was concluded, and the attendees agreed to reconvene in two weeks to review the progress on the action items.

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Principal & Chairperson

IOAC Coordinat

PIMS/IQAC/CIR/2021/06



IQAC Meeting Circular

Date: 09.12.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 14.12.2021 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Library committee to be reconstituted
- 2. Library should be organised systematically
- 3. Library to be digitalized in ICT portal
- 4. Purchase of Books, Journals, References,
- 5. Any other issues

Ausdual

IQAC Chairperson

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Internal Quality Assurance Cell Meeting Minutes

Date: 14-12-2021

Academic year: 2021-2022

Venue: Board room

Agenda

- 1. Library committee to be reconstituted
- 2. Library should be organised systematically
- 3. Library to be digitalized in ICT portal
- 4. Purchase of Books, Journals, References
- 5. Librarian / Caretaker to be appointed for 2 shifts
- 6. Any other issues

Meeting Attendees:

Dr. Anuradha M., Principal, IQAC Chairperson Abdury Dr. Umalatha, IQAC Coordinator Umalathy

Members:

- Dr. K.Y. Reddy
- Dr. Sarada Devi M.S.
- Mrs. Rajani Balaji 🥡
- Dr. Sudipta Kumar Mohanty Golffan y Mrs. Subbalakshmi G. y cubbalakshni Mrs. Manjubhargavi O.J.
- .
- .
- Dr. Thammaiah R.B.
- Dr. Shilpa P. Shilpa P
- Dr. Nethra S.
- Mr. Anand, Librarian

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

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Library committee to be reconstituted: The meeting started with a discussion on the need to reconstitute the library committee. It was decided that the members will be nominated among the faculty. The nominations will then be reviewed, and the final decision will be made by the management.

Library should be organized systematically: The next agenda item was to discuss the organization of the library. It was noted that the library was not organized systematically, making it difficult for students and faculty members to find the resources they needed. The meeting attendees agreed to form a subcommittee to assess the current state of the library and suggest a plan to organize the library systematically.

Library to be digitalized in ICT portal: The third agenda item was to discuss the need to digitalize the library. It was agreed upon that the library should be digitalized in the ICT portal to make it easier for students and faculty members to access the resources they needed.

Purchase of Books, Journals and References: The meeting attendees discussed the need to purchase new books, journals, and reference materials for the library. It was agreed that a budget will be allocated for the purchase of new resources, and the library committee will be responsible for selecting and purchasing the resources.

Librarian / Caretaker to be appointed for 2 shifts: The final agenda item was to discuss the appointment of a librarian or caretaker for the library. It was agreed upon that a librarian or caretaker would be appointed for two shifts to ensure that the library is open for an extended period. The library committee will be responsible for advertising the position and selecting the right candidate.

Any other issues: No other issues were discussed.

The chairperson thanked the attendees and concluded the meeting.

Jusdhall

Principal & Chairperson

IOAC Coordinator



Action Taken Report

Based on the recommendations and suggestions of the IQAC meeting held on 24/10/2021, 20/11/2021, 14/12/2021

The action taken report on the recommendations of the previous IQAC meetings was placed for approval

- 1. The institution formed a committee to oversee institutional research projects and student research projects. The committee was responsible for providing funding and resources to support research work within the institution and encouraging collaboration between faculty members and students.
- 2. The institution encouraged faculty members to publish their research papers in reputed journals and provided funding and resources to support the publication process.
- 3. A clear timeline was established for research projects, and faculty members were provided with the necessary resources to complete their research work within the given timeframe.
- 4. A committee was formed to draft research policy, and faculty members were encouraged to provide their inputs and suggestions.
- 5. The institution took note of the concerns and issues raised by the attendees and promised to take necessary steps to address them.
- 6. The in-charges and members for various cell positions were reconstituted. The reconstituted cells and committees were submitted for approval to the management.
- 7. A committee was setup to review the lacunae in the previous performance of the institution for NAAC and identify areas for improvement for achieving the goals of next NAAC accreditation.
- 8. The library committee was reconstituted and the newly formed committee details was submitted to management for approval. Further a subcommittee was formed to assess the current state of the library and an action plan was made to organize the library systematically. The library committee also made a budget plan for the purchase of new resources.



9. The other issues discussed in the IQAC meeting were also attended and resolved.

Approval of ATR at IQAC meeting held on Date: 06.01.2022

Ausdury

Principal & chairperson

Conabattyo IQAC Coordinator

PIMS/IQAC/CIR/2021/07



IQAC Meeting Circular

Date: 28.12.2021

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 06.01.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Status of AQAR 18-19, 19-20, 20-21
- 2. SSR preparation
- 3. Action plan 2022
- 4. Completion of ICT data entry
- 5. NAAC steering committee
- 6. Composition of SSR preparation core team

Angeliay

IQAC Chairperson

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Internal Quality Assurance Cell Meeting Minutes

Date: 06-01-2022

Academic year 2021-2022

Venue: Board Room

Agenda:

- Status of AQAR 18-19, 19-20, 20-21
- SSR preparation
- Action plan 2022
- Completion of ICT data entry
- NAAC steering committee
- Composition of SSR preparation core team

Meeting Attendees-

Dr. Anuradha M., Principal, IQAC Chairperson Als dhalf Dr. Umalatha, IQAC Coordinator (Inclatho

Members:

Dr. K.Y. Reddy bleddy Dr. Sarada Devi M.S. Dry Mrs. Rajani Balaji Rj Dr. Sudipta Kumar Mohanty Sudfa ny Mrs. Subbalakshmi G. youbbalakhui Mrs. Manjubhargavi O.J. NIL Dr. Thammaiah R.B. J. J. M. Dr. Shilpa P. Shilpa. P Dr. Nethra S. Nethear S. Mrs. Akhila N. Akhilan

IQAC chairperson welcomed the members and reviewed previous meeting proceedings and approved the IQAC action taken report

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Status of AQAR 18-19, 19-20, 20-21: The chairperson invited the IQAC Coordinator to present the status of AQAR 18-19, 19-20, and 20-21. The chairperson detailed about the relevant supporting documents to be submitted for the AQARs and lacunae in AQAR 18-19 was discussed. She also explained about the pre-requisites of the AQAR 20-21. The coordinator reported that the AQAR for all the mentioned years has been almost completed. The members appreciated the efforts of the IQAC Coordinator and suggested that the report should be shared with all faculty members for their feedback.

SSR Preparation: The chairperson invited the IQAC Coordinator to present the progress made so far in the SSR preparation. The coordinator reported that the SSR preparation has been initiated and the core team has been identified. The members suggested that the core team should be expanded to include more members from different departments.

Action Plan 2022: The chairperson invited the IQAC Coordinator to present the action plan for the year 2022. The coordinator presented the proposed plan and invited suggestions from the members. The members suggested a few modifications to the plan, and the coordinator agreed to incorporate the suggestions.

Completion of ICT data entry: The chairperson invited the IQAC Coordinator to present the status of ICT data entry. The coordinator reported that the data entry process is almost complete, and the members appreciated the efforts of the coordinator.

NAAC Steering Committee: The chairperson invited the IQAC Coordinator to present the status of the NAAC steering committee. The coordinator reported that the committee has been formed and is actively working on the preparation of SSR. The members suggested that the committee should meet more frequently to ensure that the work is progressing smoothly.

Composition of SSR Preparation Core Team: The chairperson invited the IQAC Coordinator to present the composition of the SSR preparation core team. The coordinator presented the list of members and invited suggestions from the members. The members suggested a few modifications to the team, and the coordinator agreed to incorporate the suggestions. The chairperson thanked everyone and the meeting was concluded.

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Principal & Chairperson

(Imala)

IQAC Coordinator

PIMS/IQAC/CIR/2022/08



IQAC Meeting Circular

Date: 15.02.2022

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 22.02.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Review of the previous meeting
- 2. Reorganizing the Criterion members
- 3. Any other issues

Andhay

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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Internal Quality Assurance Cell Meeting Minutes

Date: 22-02-2022

Academic year: 2021-2022

Venue: Board room

Agenda:

- 1. Review of the previous meeting
- 2. Reorganizing the Criterion members
- 3. Any other issues

Meeting Attendees

Dr. Anuradha M., Principal, IQAC Chairperson Abdual Dr. Umalatha, IQAC Coordinator Umalatha

Members:

Dr. K.Y. Reddy fleeled Dr. Sarada Devi M.S. My Mrs. Rajani Balaji Rj Dr. Sudipta Kumar Mohanty Galpha u y Mrs. Subbalakshmi G. y. dubbalat hui Mrs. Manjubhargavi O.J. 1994 Dr. Thammaiah R.B. 1994 Dr. Shilpa P. Shilpa P Dr. Nethra S. Netter S. Mr. Roopesh Kumar IpM

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

Reorganizing the Criterion members: The chairperson opened the discussion on reorganizing the criterion members. The members discussed the current criterion members' roles and responsibilities and suggested modifications. After a thorough discussion, the members agreed to reorganize the criterion members as per the suggestions provided.

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Any Other Issues: The chairperson opened the meeting for any other issues. The members discussed a few issues, including updating the NAAC guidelines, reviewing the institute's academic policies, and conducting training sessions for faculty members. The members suggested forming sub-committees to address these issues and present their findings at the next meeting.

Coordinator thanked the committee and concluded the meeting.

Ausdhall

Principal & Chairperson

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IQAC Coordinator

PIMS/IQAC/CIR/2022/09



IQAC Meeting Circular

Date: 10.03.2022

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 18.03.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Planning of workshops for skill development.
- 2. Process of documentation of assignments, seminars and internal marks.
- 3. Upgradation of library facilities.

Andhall

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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Internal Quality Assurance Cell meeting minutes

Date: 18-03-2022 Academic year 2021-2022 Venue: Board Room

Agenda:

- Planning of workshops for skill development.
- Process of documentation of assignments, seminars and internal marks.
- Upgradation of library facilities.

Meeting Attendees:

Dr Anuradha M, Principal, IQAC Chairperson Prof. Rajesh Shenoy, IQAC Director Dr. Umalatha, IQAC Coordinator

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Members:

Dr. K.Y. Reddy Dr. Sarada Devi M.S Mrs. Rajani Balaji Dr. Sudipta Kumar Mohanty Mrs. Subbalakshmi. G Mrs. Manjubhargavi O.J Dr. Thammaiah R.B Dr. Shilpa. P Dr. Shilpa. P Dr. Nethra. S Mr. Roopesh Kumar, Mr. Roopesh Kumar,

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

Planning of Workshops for Skill Development: The committee discussed the need for workshops to develop the skills of the students. It was decided that a list of potential workshop topics would be prepared and circulated among the committee members for feedback. Once the list is finalized, the committee will invite experts to conduct the workshops. The committee will also work on the logistics, including the schedule, venue, and budget.



Process of Documentation of Assignments, Seminars, and Internal Marks: The committee discussed the need for an organized system to document assignments, seminars, and internal marks. It was decided that a centralized system would be established to maintain the records. The committee will work on developing a template for the documentation of assignments, seminars, and internal marks. The members will also identify the personnel responsible for maintaining the records.

Up-gradation of Library Facilities: The committee discussed the need to upgrade the library facilities. It was noted that the library lacked certain resources, including e-books and online journals. The committee decided to prepare a proposal for the management to seek funds for the up-gradation of the library facilities. The committee will also work on identifying the specific resources that are needed to enhance the library facilities.

The meeting was concluded and the chairperson thanked the members for their participation and contribution.

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IQAC Coordinator

Jusdurl

IQAC Chairperson & Principal



Action Taken Report

Based on the recommendations of the IQAC meeting held on 06/01/2022, 22/02/2022, 18/03/2022

The action taken report on the recommendations of the previous IQAC was placed for approval.

- 1. The IQAC Coordinator will expand the SSR preparation core team to include more members from different departments.
- 2. The IQAC Coordinator will incorporate the suggestions provided by the members for the proposed action plan 2022.
- 3. The IQAC Coordinator will finalize the ICT data entry process and ensure that all necessary data has been entered.
- 4. The NAAC steering committee will meet more frequently to ensure that the SSR preparation work is progressing smoothly.
- 5. The IQAC Coordinator will modify the SSR preparation core team as suggested by the members.
- 6. The criterion members will be reorganized as per the suggestions provided. The criterion in-charges from both Science and Management blocks were reconstituted.
 - Criterion 1 in-charges Dr. Saradha Devi M.S., Mrs. Rajini Balaji
 - Criterion 2 in-charges Dr. Sudipta Kumar Mohanty, Mrs. Akhila
 - Criterion 3 in-charges Dr. Umalatha, Dr. Prasanna Byahatti
 - Criterion 4 in-charges Mrs. Manjubhargavi O.J, Mrs. Sarala
 - Criterion 5 in-charges Dr. Thammaiah R.B., Ms. Shreya
 - Criterion 6 in-charges Dr. Shilpa P., Mrs. Seema
 - Criterion 7 in-charges Dr. Nethra S., Mrs. Deepika
- 7. Sub-committees will be formed to address the issues discussed, including updating NAAC guidelines, reviewing academic policies, and conducting training sessions for faculty members.
- 8. The committee members will prepare a list of potential workshop topics and circulate it for feedback.



- 9. A report on the National Nutrition Month events will be prepared and shared with the management.
- 10. The committee will work on developing a template for the documentation of assignments, seminars, and internal marks and identify the faculty responsible for maintaining the records.
- 11. The committee will prepare a proposal for the management to seek funds for the upgradation of the library facilities and identify the specific resources that are needed to enhance the library facilities.

Approval of ATR at IQAC meeting held on

Date: 13.04.2022

Principal & chairperson

IQAC Coordinator



IQAC Meeting Circular

Date: 07.04.2022

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 13.04.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Discussion about the activities of cells and committees under IQAC.
- 2. Discussion of Industrial visits.
- 3. Targets and submission for next IQAC meeting.
- 4. A brief presentation about the role of IQAC.

Ausdhall

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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 Bangalore - 560060, Karnataka, India
 080-2845206 M pimsprincipal@gmail.com www.pims.org.in



Internal Quality Assurance Cell Meeting Minutes

Date: 13.04.2022

Academic year 2021-2022

Venue: Board Room

Agenda:

- Discussion about the activities of cells and committees under IQAC. .
- Discussion of Industrial visits. .
- Targets and submission for next IQAC meeting. .
- A brief presentation about the role of IQAC. .

Meeting Attendees-

Dr Anuradha M., Principal, IQAC Chairperson Audual Prof. Rajesh Shenoy, IQAC Director Dr. Umalatha, IQAC Coordinator

Members:

Dr. K.Y. Reddy fleeede Dr. Saradha Devi M.S. Mrs. Rajani Balaji Dr. Sudipta Kumar Mohanty y cubbalskihan Mrs. Subbalakshmi G. Mrs. Manjubhargavi O.J. Dr. Thammaiah R.B. Shilpa . P Nethea Dr. Shilpa P. Dr. Nethra S. Mr. Roopesh Kumar

IQAC chairperson welcomed the members and reviewed previous meeting proceedings and approved the IQAC action taken report

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 The meeting started with a discussion on the activities of cells and committees under IQAC. Each member gave a brief overview of their respective committee's activities, challenges, and progress. The committee members were encouraged to share their suggestions for improving the efficiency and effectiveness of their committees.

2. The discussion then moved on to the Industrial visits organized by the institution. The members discussed the importance of industrial visits in enhancing the practical knowledge and skills of students. They suggested organizing more visits to industries that align with the students' academic interests and also ensure the visits are safe and well-organized.

3. The members then discussed the targets and submissions for the next IQAC meeting. They reviewed the targets set in the previous meeting and reported on their progress. The new targets were set for the upcoming period, and each committee member was assigned specific tasks to achieve the set targets.

Lastly, a brief presentation was given on the role of IQAC. The members were reminded that the primary function of IQAC is to develop and maintain a quality assurance system in the institution. It was also highlighted that IQAC is responsible for coordinating and monitoring the various quality assurance activities across the institution.

The meeting concluded with the members agreeing to work towards achieving the targets set for the upcoming period. They also emphasized the need to continue organizing events that promote the institution's quality and further improve its academic standards.

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Principal & Chairperson

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IQAC Coordinator

PIMS/IQAC/CIR/2022/11



IQAC Meeting Circular

Date: 10.05.2022

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 14.05.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. UG Class Time-Table to be finalised
- 2. List of events done and their documentation
- 3. Work done report
- 4. Updating the course wise lesson plan in DHI
- 5. Any other issues

Jusdhal

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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Internal Quality Assurance Cell Meeting Minutes

Date: 14-5-2022

Academic year 2021-2022

Venue: Board room

Agenda:

- Class Time-Table to be finalized.
- List of events done and their documentation
- Work done report
- Updating the course wise lesson plan in DHI
- Any other issues

Meeting Attendees:

Dr. Anuradha M., Principal, IQAC Chairperson Abduay Prof. Rajesh Shenoy, IQAC Director Dr. Umalatha, IQAC Coordinator

Members:

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Dr. K.Y. Reddy leveled
Dr. Sarada Devi M.S.
Mrs. Rajani Balaji
Dr. Sudipta Kumar Mohanty Julfsta u ny Mrs. Subbalakshmi G. <i>Y dubbalak hui</i>
Mrs. Subbalakshmi G. Ydubbalakina
Mrs. Manjubhargavi O.J. 194
Dr. Thammaiah R.B.
Dr. Shilpa P. Shilpa P
Dr. Nethra S. Nethra S.
Mr. Roopesh Kumar,

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

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1. The meeting started with a discussion on finalizing the class timetable. The members reviewed the draft timetable and suggested necessary changes to ensure that the classes are scheduled optimally. They also discussed the importance of balancing the workload of the faculty members while scheduling the classes.

2. The next agenda item was the list of events done and their documentation. The members presented a list of events conducted in the previous period and discussed their outcomes. They emphasized the importance of documenting the events and suggested ways to improve the documentation process.

3. The members then discussed the work done report. They reviewed the report and discussed the progress made in the previous period. They also discussed the challenges faced and suggested ways to overcome them. The members emphasized the importance of maintaining a record of the work done report for future reference.

4. The next agenda item was updating the course-wise lesson plan in DHI. The members discussed the importance of updating the lesson plans to ensure that they align with the academic standards of the institution. They suggested ways to improve the process of updating the lesson plans and emphasized the need to ensure that the updates are reflected in DHI. It was also discussed that a calendar of events should be uploaded and to allocate user ID to all first year students within 3- 4 days

5. Lastly, any other issues were discussed. Examination cell members were informed to resolve the issues regarding pending result sheets, students' marks cards and convocation certificates to be disbursed from Bangalore University. The members were given an opportunity to raise any other issues or concerns that they may have. They discussed various topics such as student feedback mechanisms, the importance of faculty development programs, and the need to enhance the institution's infrastructure.

The meeting concluded with the members agreeing to work towards finalizing the class timetable and updating the course-wise lesson plan in DHI. They emphasized the need to maintain accurate documentation of the events and work done report. The members also agreed to have regular meetings to review the progress and discuss any new issues that may arise.

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Principal & IQAC Chairperson

(Inalatho **IOAC** Coordinator

No. 149, Padmashree Campus, Kommaghatta, Sulikere, Kengeri, Bangalore - 560060. Karnataka, Indias



PIMS/IQAC/CIR/2022/12

IQAC Meeting Circular

Date: 14.06.2022

A Meeting of the Internal Quality Assurance Cell (IQAC) is scheduled on 19.06.2022 at 10:00 AM in the Science block, Padmashree Institute of Management and Sciences

AGENDA

- 1. Lesson plans, CO, PO, CO- PO mapping.
- 2. Action plan for value added courses.
- 3. Plan for organizing workshops.
- 4. Discussion on proposal for purchase of new equipment.
- 5. Any other Issues

Andhal

IQAC Chairperson

Copy to, IQAC Director, IQAC Co-ordinator, All IQAC members

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Affiliated to Bangalore University, Recognised by Government of Karnataka, Recognised by UGC under section 2(f) and 12(B), Accredited by NAAC 'B' Grade



Internal Quality Assurance Cell Meeting Minutes

Date: 19.06.2022

Academic year 2021-2022

Venue: Board room

Agenda:

- Lesson plans, CO, PO, CO- PO mapping.
- Action plan for value added courses.
- Plan for organizing workshops.
- Discussion on proposal for purchase of new equipment.
- Any other Issues

Meeting Attendees-

Dr. Anuradha M., Principal, IQAC Chairperson Prof. Rajesh Shenoy, IQAC Director

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Dr. Umalatha, IQAC Coordinator

Members:

Dr. K.Y. Reddy fleded Dr. Sarada Devi M.S. Ms Mrs. Rajani Balaji Rj Dr. Sudipta Kumar Mohanty Sudfha My Mrs. Subbalakshmi G. J. eubbaced My Mrs. Manjubhargavi O.J. Dr. Thammaiah R.B. Dr. Shilpa P. Shilpa . P Dr. Nethra S. Nethea S. Mr. Roopesh Kumar

IQAC chairperson welcomed the members and reviewed previous meeting proceedings.

1. The meeting began with the discussion on lesson plans, CO, PO, CO-PO mapping. The members reviewed the existing lesson plans and mapped them to the Course Outcomes (COs) and Program Outcomes (POs) of the institution. They discussed the importance of mapping the



lesson plans to the COs and POs to ensure that the courses align with the institution's academic standards. The members also suggested ways to improve the current mapping process.

2. The next agenda item was the action plan for value-added courses. The members discussed the need for offering value-added courses to enhance the student's skills and employability. They suggested identifying the most relevant courses and developing an action plan to organize and deliver them effectively.

3. The members then discussed the plan for organizing workshops. They highlighted the importance of workshops in enhancing the students' practical knowledge and skills. The members suggested identifying the most relevant topics for the workshops and developing a plan to organize and deliver them effectively.

4. The next agenda item was the discussion on the proposal for the purchase of new equipment. The members reviewed the proposal and discussed its feasibility and relevance. They also discussed the budget required for the purchase and suggested ways to fund the proposal.

5. Lastly, any other issues were discussed. The members were given an opportunity to raise any other issues or concerns that they may have. They discussed various topics such as faculty development programs, student feedback mechanisms, and the importance of academic integrity.

The meeting concluded with the members agreeing to work towards the action plans and proposals discussed during the meeting. They emphasized the need to ensure that the institution's academic standards are maintained and further improved. The members also agreed to have regular meetings to review the progress and discuss any new issues that may arise.

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Principal & Chairperson

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IQAC Coordinator



Action Taken Report

Based on the recommendations of the IQAC meeting held on 13/04/2022, 14/05/2022, 19/06/2022

The action taken report on the recommendations of the previous IQAC was placed for approval.

- The existing lesson plans were reviewed and mapped to the Course Outcomes (COs) and Program Outcomes (POs) of the institution. The members discussed the importance of mapping the lesson plans to the COs and POs to ensure that the courses align with the institution's academic standards. The member's suggestions to improve the current mapping process was conveyed to the DHI coordinator.
- 2. The need for offering value-added courses to enhance the student's skills and employability was discussed. The most relevant courses were identified, and an action plan was developed to organize and deliver them effectively.
- 3. The importance of workshops in enhancing the students' practical knowledge and skills was highlighted. The most relevant topics for the workshops were identified, and a plan was developed to organize and deliver them effectively.
- 4. The proposal for the purchase of new equipment was reviewed, and its feasibility and relevance were discussed. The budget required for the purchase was also discussed, and ways to fund the proposal were suggested.
- 5. The existing lesson plans were reviewed and mapped to the Course Outcomes (COs) and Program Outcomes (POs) of the institution. The members discussed the importance of mapping the lesson plans to the COs and POs to ensure that the courses align with the institution's academic standards. The members suggested ways to improve the current mapping process.
- 6. The draft timetable was reviewed, and necessary changes were suggested to ensure that the classes are scheduled optimally. The workload of the faculty members was also discussed, and efforts were made to balance it. The final class timetable was agreed upon.
- A list of events conducted in the previous period was presented, and their outcomes were discussed. The importance of documenting the events was emphasized, and ways to improve the documentation process were suggested.



- 8. The work done report was reviewed, and the progress made in the previous period was discussed. The challenges faced were also discussed, and ways to overcome them were suggested. The importance of maintaining a record of the work done report for future reference was emphasized.
- 9. The lesson plans were updated to ensure that they align with the academic standards of the institution was discussed. Ways to improve the process of updating the lesson plans were suggested, and efforts were made to ensure that the updates are reflected in DHI. It was also discussed that a calendar of events should be uploaded and to allocate user ID to all first-year students within 3-4 days.
- 10. The examination cell members resolved the issues regarding pending result sheets, students' marks cards, and convocation certificates to be disbursed from Bangalore University.
- 11. The different committee members reviewed and suggested ways to improve the efficiency and effectiveness of their respective committees.
- 12. IQAC continued organizing events that promoted the institution's quality and further improved its academic standards.

Approval of ATR at IQAC meeting held on

Date: 18.07.2022

Abdul

Principal & Chairperson

IQAC Coordinator

Self Study Report

Criterion VI







INTERNATIONAL WEBINAR

Digitalization in Higher Education: Challenges and Opportunities

Organised by

IQAC Cell: Padmashree Institute of Management and Sciences, Bangalore On 13th June 2020 at 9:30 AM

https://zoom.us/j/99442153523?pwd=eVJQdElzUHR6MUV4L0VkcDFoUS9mZz09

Program Schedule

Time	Session	Speakers
09:30AM-10:00AM	Inauguration and Introductory	Dr. Ashwathnarayan C N Hon'ble DCM,
	remarks	Minister of Higher Education, IT & BT,
	Discussion/Q&ASession	S & T, Skill Development, Entrepreneurship and
		Livelihood,
		Government of Karnataka.
10:00AM-10:30AM	Digitalisation and	Dr. Venugopal K R Vice Chancellor, Bangalore
	Bangalore University	University
10:30AM-11:00AM	A Learning Ecologies	Prof. Aditya Johri Department of Information
	Perspective on Using	Sciences and
	Technology for	Technology,
	Education	George Mason University, USA
11:00AM-11:30AM	Digital Initiatives of	Dr N. Gopukumar Joint Secretary,
	MHRD, Discussion/Q&A	University Grant Commission (UGC), New
	Session	Delhi
11:30AM-11:50AM	Trends and challenges of	Mr. Giridhar Nagaraja Founder CEO,
	Digital Learning	Sakhatech & Principal Tech partner at Helicon
11:50AM-12:00PM	Discussion/Q&A Session	Consulting, Bengaluru
12:00PM-12:05PM	Vote of thanks	

Criterion VI



Resource person/s

	Name: Dr. Ashwathnarayan C. N.
	Designation: Hon'ble Deputy Chief Minister,
	Affiliation: Minister of Higher Education, IT & BT, S & T, Skill Development, Entrepreneurship and Livelihood,
	Government of Karnataka
1	Name; Dr. Venugopal K. R.



Designation: Vice Chancellor, Affiliation: Bangalore University, Bangalore Phone No: 9844036885



Name; Dr. Aditya Johri.

Designation: Professor,

Affiliation: Department of Information Sciences and Technology,

George Mason University, USA

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Phone No: 9844036885

Name; Dr. N. Gopukumar

Designation: Joint Secretary,

Affiliation: University Grant Commission(UGC), New Delhi,

Phone No: 990824269

Email address: gopukumar.ugc@gov.in



Name: Mr. Giridhar Nagaraja

Designation: Founder CEO,

Affiliation: Sakhatech & Principle Tech partner at Helicon Consulting, Bengaluru,



Photo gallery of the Webinar "Digitalization in Higher education: Challenges and opportunities"



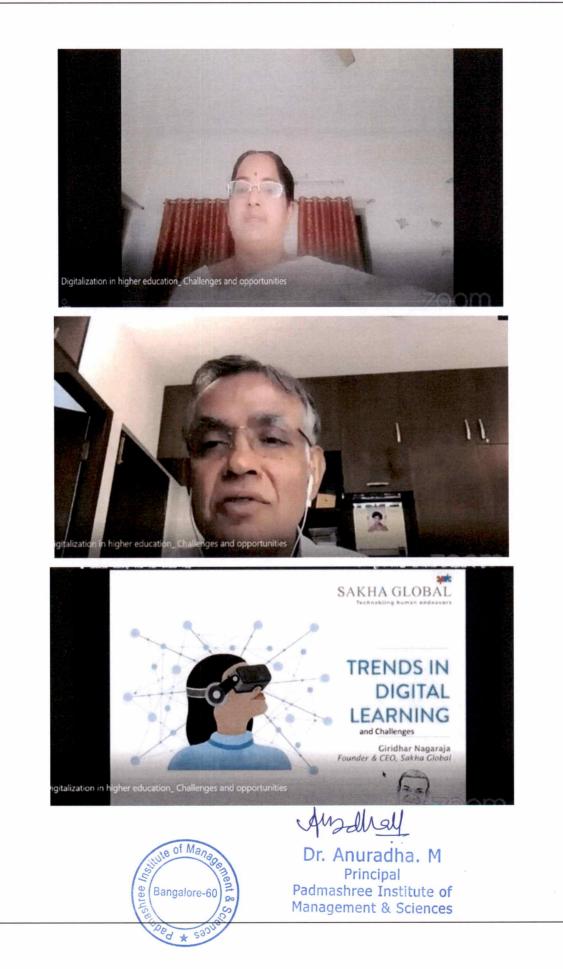




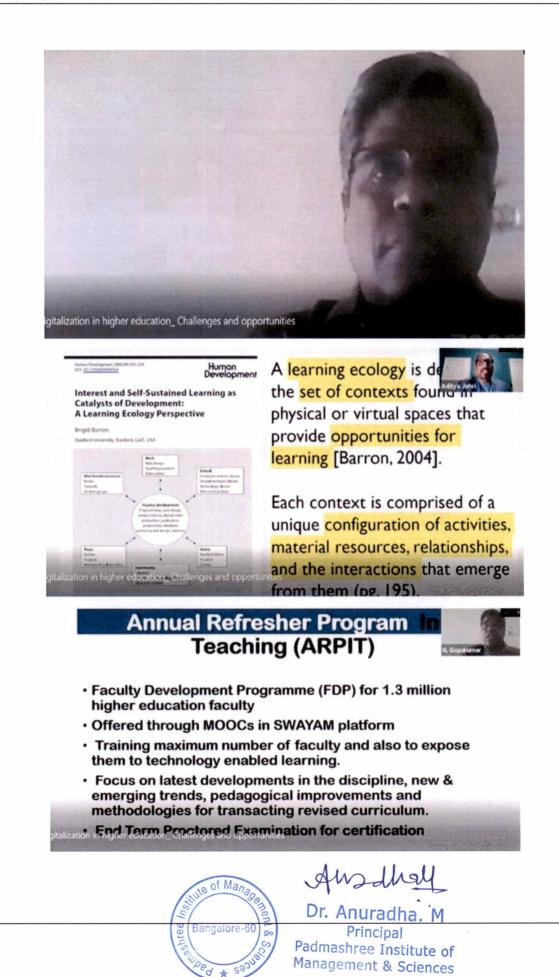
Aus dhay Dr. Anuradha. M

Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences









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Criterion VI







Program Summary

Our college organized an international webinar on 13-06-2020 at 9:30 am on the topic of "Digitalization in Higher Education: Challenges and Opportunities." The webinar included speeches from distinguished speakers, including Dr. Ashwath Narayan C N, Hon'ble Deputy Chief Minister, Dr. Venugopal K R, Vice Chancellor, Bangalore University, Prof. Aditya Johri, George Mason University, USA, Dr. N. Gopukumar, New Delhi, and Mr. Giridhar Nagaraja, Bengaluru. The speakers discussed various aspects of online education and digital initiatives in higher education. The event was concluded with a vote of thanks by the organizers, thanking all the participants for making the program a success.



Aus dhall Dr. Anuradha. M

Principal Padmashree Institute of Management & Sciences Self Study Report







Photo gallery: Screenshots of the program "National Workshop on Best Practices for **SSR** Preparation



Revised Assessment and Accreditation Framework

- The Revised Assessment and Accreditation (A&A) Framework Prof. Amiyak launched in July 2017.
- · It represents an explicit paradigm shift making it ICT enabled, objective, transparent.

The Shift is:

- from gualitative peer judgement to data based guantitative indicator evaluation with increased objectivity and transparency
- towards extensive use of ICT confirming scalability and robustness
- ✓ in terms of simplification of the process drastic reduction in number of questions, size of the report, visit days, and so on
- ✓ in terms of boosting benchmarking as quality improvement tool.
- This has been attempted through comparison of NAAC indicators with other international QA frameworks

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Dr. Anuradha, M Principal Padmashree Institute of Management & Sciences

Criterion VI



Number o	f Criteri	a, KIs, Ql	Ms & G	2nMs Dr. B. S. Po		
Type of HEIs	Universities	Autonomous Colleges	niversities			
			UG	PG		
Criteria	7	7	7	7		
Key Indicators (KIs)	34	34	31	32		
Qualitative Metrics (Q ₁ M)	36	35	35	36		
Quantitative Metrics (Q _n M)	79	72	58	60		
Total Metrics (Q ₁ M + Q _n M)	115	107	93	96 20	om	

Following rules will be applied for processing the responses

Maximum of Two survey attempts will be initiated

- Dr.SSI - Penne

(i.e., 1st attempt for 30% and remaining 70% as 2nd attempt) to reach the desired level of response.

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For Colleges

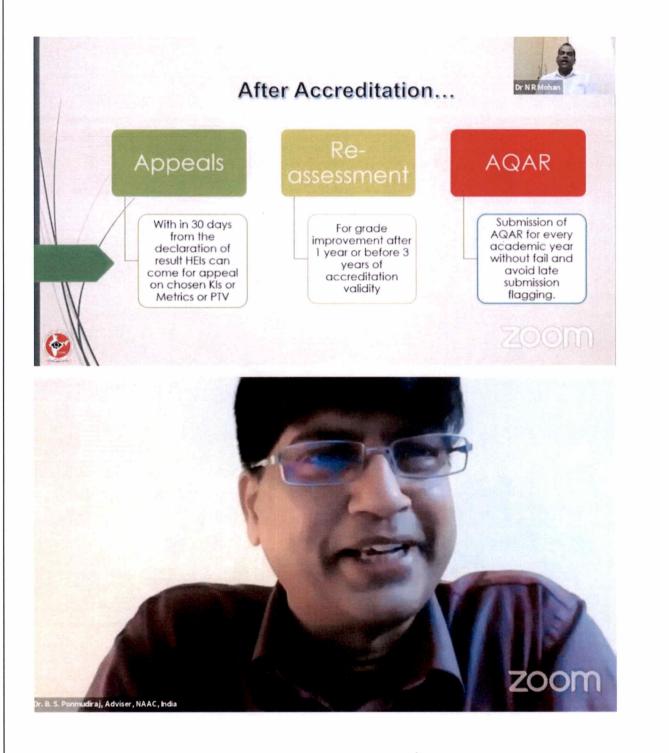
Dr S Sreeniva.

Responses should be received from at least 10% of the student population or 100, whichever is lesser.

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

Criterion VI



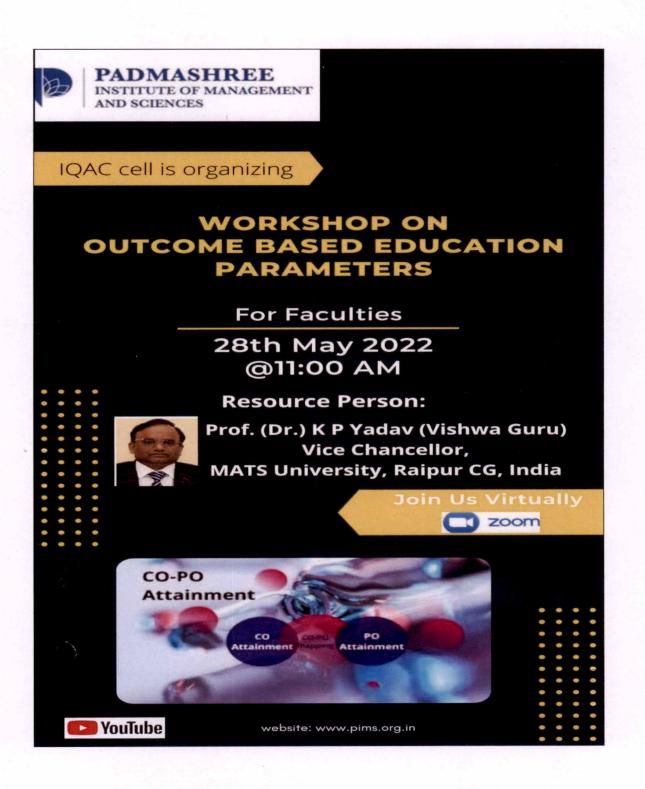
Certificate



Self Study Report

Criterion VI





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WORKSHOP ON OUTCOME BASED EDUCATION

28th May 2022

Organized by IQAC cell, Padmashree Institute of Management and Sciences

Zoom link : https://us02web.zoom.us/j/82393660222?pwd=ajlWejlDaFl1Q3FPS2tnYlhydURKUT09

You tube link : https://youtu.be/fYXmZtoah6g

Program Schedule

Time	Topic	Speakers
11:00 am	Course outcome	Prof. (Dr.) K P Yadav (Vishwa Guru)
	Programme Outocome	Vice Chancellor,
	CO-PO mapping and attainment	MATS university, Raipur, CG India
		11:00 am Course outcome Programme Outocome

List of Participants

S. No.	Names	S. No.	Names
1	Dr.Anuradha M	21	Ms. Susanna V
2	Dr.Thammaiah R.B	22	Ms. Alice Preethi K
3	Mrs. Manju Bhargavi O J	23	Ms. Yashaswini
4	Dr. Sudipta Kumar Mohanthy	24	Ms. Rani Sadashiv
5	Dr. Saradha Devi M S	25	Ms.Deepa J.M
6	Mrs. Subbalakshmi G	26	Ms.Nethra K.B
7	Dr. Shilpa P	27	Ms. Krupa
8	Dr. Nethra S	28	Ms. Shruthi
9	Dr. Rashmi D	29	Mrs.Rajani Balaji
10	Mrs. Shruthi A M	30	Dr. Prasanna Byahatti
11	Dr. Dhana Lakshmi G	31	Ms.Akhila N
12	Mrs. Komala Devi KC	32	Ms. Sarala H
13	Dr. Preenon Bagchi	33	Ms. Seema K S
14	Dr. Umalatha	34	Mr. Karthik P

Ms. Divyashree	35	Ms. Deepika
Ms. Sheethal HV	36	Ms. Ramya R
Mrs. Suma HK	37	Ms. Dinu Raj
Dr. Sriharsha D V	38	Mr. Manjesha C
Dr. Nagamani J.E	39	Ms. Hema L.N
Mrs. Divya Devale	40	Ms. Yashoda
	Ms. Sheethal HV Mrs. Suma HK Dr. Sriharsha D V Dr. Nagamani J.E	Ms. Sheethal HV36Mrs. Suma HK37Dr. Sriharsha D V38Dr. Nagamani J.E39

Program Summary

The workshop on Outcome Based Education parameters was conducted for all faculties to impart knowledge about designing of course, program outcome, mapping of Course Outcome (CO)-Program Outcome (PO) and CO-PO attainment. Outcome based education parameter is one of the important aspect in terms of improving quality of education. The workshop also emphasized on direct, indirect method of assessment, qualitative and quantitative matrix. In brief the teachers gained knowledge on how to plan various assessments which is related to calculating CO-PO attainment of any course.



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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

Self Study Report

Criterion VI

PADMASHREE INSTITUTE OF MANAGEMENT

Photo gallery: workshop on outcome based education



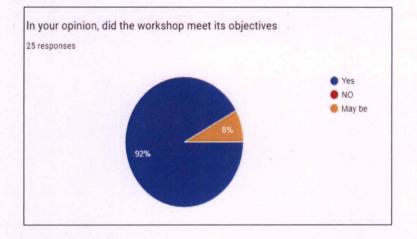


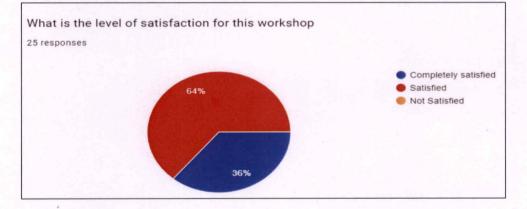
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Feedback response





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Dr. Anuradha. M Principal Padmashree Institute of Management & Sciences

