



Seshadripuram Educational Trust

# SESHADRIPURAM ACADEMY OF BUSINESS STUDIES

(Permanently Affiliated to Bangalore University)

NAAC Accredited 'B' Grade

No. 18, 2nd Main, Kengeri Satellite Town, Bengaluru – 560 060



+91 80 2848 8676



principal.sabskst@gmail.com



[www.sabs.ac.in](http://www.sabs.ac.in)

Date: 23/07/2022

## IQAC Meeting: 01 - Circular

IQAC meeting is scheduled on **25/07/2022** for the following members in Principal's Chamber

at 2pm.

Roopashree U

Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
Kengeri Satellite Town, Bangalore-560060

Prof. Jayarama

PRINCIPAL  
Seshadripuram Academy of Business Studies  
# 18, 3rd Main Road,  
Kengeri Satellite Town, Bengaluru-560 060





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## IQAC MEMBERS LIST

Role in IQAC	Name	Signature
Chair Person	Prof. Jayarama	
Management Representative	Sheshanarayana S	
Coordinator	Roopashree U	
Member	Sowmya D N	
Member	Prof. Lakshmi S.	
Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
Nominated Member (External)	Dr. SN Venkatesh	
Nominated Member (Parents)	Chandramouleshwara JK	
Nominated Member (Alumni)	Soumya Bhat	
Industry Representative	Sagar US	
Student Representative	Nithya JC	
Student Representative	Likhith N	





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DATE: 25/7/2022

## IQAC MEETING - 01

### AGENDA:

- Presentation and approval of the Academic Calendar
- Discussion on Orientation Program and Bridge Course for the New Batch
- Approval of PO/PSO/CO
- Discussion about Continuous Internal Evaluation
- Identification Learners Slow and Advance Learners
- Discuss on Mentor/Mentee programme
- To discuss about training and placement
- Discussion on Life Skill, Soft Skill/ICT/ Language Skill for students
- To conduct Professional Ethics, Environment Sustainability, Gender Issues Program
- SALTBO Lecture Series were decided to be started as a part of the best practice
- To appoint Heads of various Departments, Criteria and Committee heads

Roopashree U

Coordinator - Internal Quality Assurance Cell  
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Kengeri Satellite Town, Bengaluru - 560 060

PRINCIPAL

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## IQAC MEETING -01

### Minutes Of The Meeting:

- Approval of Academic Calendar prepared as per IQAC Guidelines after considering proposal from different Committees/Departments.
- Orientation program was to be held on 22/08/2022 and Bridge Course Classes for the First year students were to be conducted.
- The POs, PSOs and COs were discussed and approved in the meeting which were prepared by respective Departments.
- Internal Assessment Test was to be conducted.
- It was decided in the meeting to inform all the concerned Departments to identify the slow and advanced learners and to devise strategies for the improvement of advance and slow learners
- Mentors were allotted class wise and were explained about their roles and responsibilities.
- It was decided to provide necessary Placement training and Value-added programme for the students in association with Glisten Company. The Placement Officer was informed to conduct the placement drive for the final year Students.
- It was decided in the meeting to conduct Life Skill through Yoga, Soft Skills Programs through Glisten, Language Skills under taken by English Department and ICT by Computer Science Department.
- It was decided to conduct the Annual Self-Appraisal for teaching and Non-Teaching staff
- It was decided to conduct programmes to enrich the curriculum and inculcate Gender Equity, Professional Ethics and Environmental Consciousness among the students.
- It was decided to bring awareness among the students about the consequences of Ragging and its challenges by conducting specific programs.
- SALTBO Lecture Series were to be started and necessary training for students was to be provided.
- Heads of various Departments, Criteria and Committees were appointed.



Koopashree U  
Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
Kengeri Satellite Town, Bangalore- 560060



  
PRINCIPAL

Prof. Jayarama  
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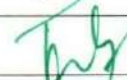
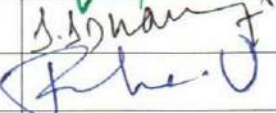
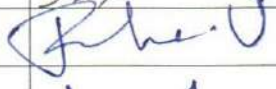

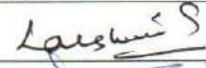

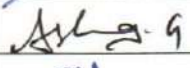

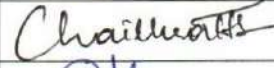


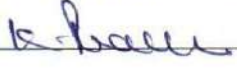
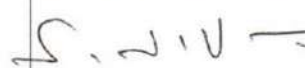

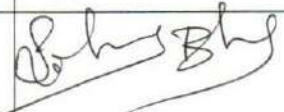

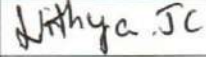
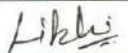
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## IQAC MEMBERS LIST

Role in IQAC	Name	Signature
Chair Person	Prof. Jayarama	
Management Representative	Sheshanarayan S	
Coordinator	Roopashree U	
Member	Sowmya D N	
Member	Prof. Lakshmi S.	
Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
Nominated Member (External)	Dr. SN Venkatesh	
Nominated Member (Parents)	Chandramouleshwara JK	
Nominated Member (Alumni)	Soumya Bhat	
Industry Representative	Sagar US	
Student Representative	Nithya JC	
Student Representative	Likhith N	





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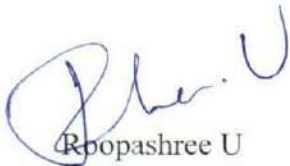


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## IQAC MEETING -01

### Action Taken Report:

- ✓ Academic Calendar was prepared by all the Committees and Departments, approved by the IQAC and informed all faculties to follow the same.
- ✓ Orientation Program was conducted from 22/08/2022- to-27/08/2022 and Bridge Course classes were conducted for new batch of students. After this the students' performance were assessed through tests.
- ✓ POs, PSOs and COs were discussed and approved in the meeting which were prepared by respective departments. POs, PSOs and COs were implemented and helpful in mapping process for Continuous Internal Evaluation.
- ✓ Internal Assessment Test was conducted for all the streams from 08/12/2022 to -10/12/2022.
- ✓ Advance learners and slow learners were identified. Strategies for Advance learners and Slow learners were devised and implemented. Remedial classes were conducted to improve the slow learners' performance. Peer learning was also encouraged.
- ✓ Class-wise Mentor Meetings were conducted successfully.
- ✓ Training and Placement was held for students during the year. Campus Recruitment from various Corporate Companies was organized for final year students.
- ✓ Yoga classes were regularly conducted. The English Department, Dept. of Commerce and Management and the Dept. of Computer Science conducted activities to enrich soft skills, skill enhancement, career orientated and ICT skills of students.
- ✓ Various programmes on Social and Environment awareness was conducted by Study Centers and Eco- Club.
- ✓ The students were made aware of Anti-ragging Policy, Grievance redressal mechanism and Prevention of Sexual Harassment mechanism followed in the Institution.
- ✓ Seminars/FDPs from different Departments were planned as strategies for qualitative improvement.
- ✓ A training session was conducted for students on How to Present Papers in order to orient them towards Paper Presentation.
- ✓ Heads of various Departments, Criteria and Committees were appointed.

  
Roopashree U

Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
Kengeri Satellite Town, Bangalore- 560060



  
Prof. Jayarama

**PRINCIPAL**

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**Date: 28-09-2022**

## IQAC Meeting 02 Circular

IQAC meeting is scheduled on **30-09-2022** for the following members in Principal's Chamber at 2pm.

  
Koopashree U

Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
Kengeri Satellite Town, Bangalore- 560060

  
Prof. Jayarama

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## IQAC MEMBERS LIST

Role in IQAC	Name	Signature
Chair Person	Prof. Jayarama	Jayarama
Management Representative	Sheshanarayan S	Sheshanarayan S
Coordinator	Roopashree U	Roopashree U
Member	Sowmya D N	Sowmya D N
Member	Prof. Lakshmi S.	Lakshmi S.
Member	Dr. Chetana M R	Dr. Chetana M R
Member	Prof. Asha G	Asha G
Member	Shivakumar C	Shivakumar C
Member	Chaitra HS	Chaitra HS
Member	Nandini R G	Nandini R G
Member	Asha G	Asha G
Member	Keerthi Lakshmi Talkad	Keerthi Lakshmi Talkad
Member	Prakash K	Prakash K
Nominated Member (External)	Dr. SN Venkatesh	Dr. SN Venkatesh
Nominated Member (Parents)	Chandramouleshwara JK	Chandramouleshwara JK
Nominated Member (Alumni)	Soumya Bhat	Soumya Bhat
Industry Representative	Sagar US	Sagar US
Student Representative	Nithya JC	Nithya JC
Student Representative	Likhith N	Likhith N





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DATE: 30/9/2022

## IQAC MEETING-02

### AGENDA:

- Activities of Eco Club and Asmithe
- Freshers' Day
- Special talk from Basava Study Centre
- Orientation to 5<sup>th</sup> Semester B.Com and BBA students about the Syllabus
- "Lang Lit Week"
- Annual Athletic Meet 2022-23
- Cultural Events and Sports Events
- Discussion and renewal of MOUs
- Internal Assessment Test and Pre-final Examination
- Practice and usage of E-Governance in the areas of operation

Boopashree U

Coordinator - Internal Quality Assurance Cell  
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Prof. Jayarama

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## IQAC MEETING-02

### Minutes of the Meeting :

- It was decided to conduct various activities of Eco Club and Asmithe.
- It was decided in the meeting to conduct Freshers' Day on 31-10-2022.
- It was decided to arrange a Special Talk on "Basavannanavara Vachanagalalli Manaveeya Moulyagalu" on 08-11-2022.
- It was decided to provide Syllabus Orientation to 5<sup>th</sup> Semester B.Com and BBA students on 18-11-2022.
- It was decided by the Department of English to conduct "Lang Lit Week".
- It was decided to hold "Annual Athletic Meet 2022-23" on 27-11-2022.
- It was decided to conduct various Cultural Events and Sports Events.
- Renewal of MOU's to be done with Glisten solutions.
- Internal Assessment Test and Pre-final Examination to be conducted as per the schedule.
- It was decided to continue the successful practice and usage of E-Governance in the areas of operation like Admission Process, Administration Department and in Library Information Centre.

Roopashree U

Coordinator - Internal Quality Assurance Cell  
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Management Representative	Sheshanarayan S	
Coordinator	Roopashree U	
Member	Sowmya D N	
Member	Prof. Lakshmi S.	
Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
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## IQAC MEETING-02

### Action Taken Report:

- ✓ Various activities of Eco Club and Asmithe were successfully conducted as per the schedule.
- ✓ Freshers' Day was successfully conducted on 31-10-2022.
- ✓ A Special Talk on "Basavannavara Vachanagalalli Manaveeya Moulyagalu" was successfully conducted on 08-11-2022.
- ✓ Syllabus Orientation for 5<sup>th</sup> Semester B.Com and BBA students was conducted on 18-11-2022.
- ✓ "Lang Lit Week" was successfully conducted by the English Department.
- ✓ "Annual Athletic Meet 2022-23" was successfully organized on 27-11-2022 as per the schedule.
- ✓ Various Cultural Events and Sports Events were successfully conducted.
- ✓ Renewal of MOU's was done with Glisten and Mark Academy.
- ✓ Internal Assessment Test and Pre-final Examination were conducted as per the schedule.
- ✓ E-Governance was successfully implemented in the areas of operation like Admission Process, Administration Department and in Library and Information Centre.

Roopashree U

Coordinator - Internal Quality Assurance Cell  
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**Date: 29-10-2022**

## **IQAC Meeting 03 Circular**

IQAC meeting is scheduled on **2-11-2022** for the following members in Principal's Chamber at 2pm.

  
Reopashree U

Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
Kengeri Satellite Town, Bangalore-560060

  
Prof. Jayarama  
PRINCIPAL

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Management Representative	Sheshanarayan S	
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Member	Sowmya D N	
Member	Prof. Lakshmi S .	
Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
Nominated Member (External)	Dr. SN Venkatesh	
Nominated Member (Parents)	Chandramouleshwara JK	
Nominated Member (Alumni)	Soumya Bhat	
Industry Representative	Sagar US	
Student Representative	Nithya JC	
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DATE: 2/11/2022

## IQAC MEETING-03

### AGENDA:

- Organising National Level Virtual Workshop for Students on Resume Writing.
- To conduct various student development programmes like seminars, workshops, training sessions, Guest lectures, Scholarships Orientation Programme, IRDAI Exams and Internships.
- To conduct a Workshop on Human Rights Day.
- To conduct various programs from Women Empowerment Cell.
- To conduct various programs from Vivekananda Study Centre.
- To conduct a Guest Lecture on Industry Expectations and Students Skills- Opportunities and Challenges.
- To conduct National Level Virtual FDP Artificial Intelligence in Commerce and Management Education.
- To conduct Inter Class Yoga Competition.
- To conduct Parents – Teachers Meeting.
- To conduct a Programme – “Use of ICT-Training Program for Non-Teaching Staff.
- To conduct – “NAAC New Methodology : Know How”
- To conduct Orientation on Overview of Library Resources.

Roopashree U

Coordinator - Internal Quality Assurance Cell  
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## IQAC MEETING-03

### Minutes of the Meeting :

- It was planned to conduct National Level Virtual Workshop for Students on Resume Writing on 06-12-2022.
- It was planned to conduct Scholarships Orientation Programme on 05-12-2022.
- It was planned to conduct Orientation programme on IRDAI Exams and Internships on 09-12-2022.
- It was planned to organize a Workshop on Human Rights Day on 12-12-2022.
- It was planned to conduct various programs on the occasion of International Day of the Girl Child Week from Women Empowerment Cell.
- It was planned to organize various programs from Vivekananda Study Centre on the occasion of National Youths' Day.
- It was planned to conduct a Guest Lecture on Industry Expectations and Students Skills-Opportunities and Challenges on 24-12-2022.
- It was planned to conduct National Level Virtual FDP Artificial Intelligence in Commerce and Management Education 27-12-2022.
- It was planned to organize a Inter Class Yoga Competition on 16-01-2023.
- It was planned to conduct Parents – Teachers Meeting on 21-01-2023.
- It was planned to conduct a Programme – “Use of ICT-Training Program for Non-Teaching Staff on 27-01-2023.
- It was planned to conduct – “NAAC New Methodology: Know How” on 28-01-2023.
- It was planned to conduct Orientation on Overview of Library Resources on 01-02-2023.

Roopashree U  
Coordinator - Internal Quality Assurance Cell  
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Member	Dr. Chetana M R	
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Member	Shivakumar C	
Member	Chaitra HS	
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Nominated Member (Alumni)	Soumya Bhat	
Industry Representative	Sagar US	
Student Representative	Nithya JC	
Student Representative	Likhith N	





*Seshadripuram Educational Trust*

# SESHADRIPURAM ACADEMY OF BUSINESS STUDIES

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NAAC Accredited 'B' Grade

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## IQAC MEETING-03

### Action Taken Report:

- ✓ National Level Virtual Workshop for Students on Resume Writing on 06-12-2022 was conducted.
- ✓ Scholarships Orientation Programme on 05-12-2022 was organized.
- ✓ Orientation programme on IRDAI Exams and Internships on 09-12-2022 was successfully conducted.
- ✓ A Workshop on Human Rights Day on 12-12-2022 was conducted.
- ✓ Various programs on the occasion of International Day of the Girl Child Week from Women Empowerment Cell were successfully organized.
- ✓ Various programs from Vivekananda Study Centre on the occasion of National Youths' Day were successfully conducted.
- ✓ A Guest Lecture on Industry Expectations and Students Skills-Opportunities and Challenges on 24-12-2022 was organized.
- ✓ National Level Virtual FDP Artificial Intelligence in Commerce and Management Education 27-12-2022 was successfully conducted.
- ✓ Inter Class Yoga Competition on 16-01-2023 was successfully organized.
- ✓ Parents – Teachers Meeting was conducted on 21-01-2023.
- ✓ A Programme – “Use of ICT-Training Program for Non-Teaching Staff was conducted on 27-01-2023.
- ✓ “NAAC New Methodology: Know How” was organized on 28-01-2023.
- ✓ Orientation on Overview of Library Resources was conducted on 01-02-2023.

Roopashree U  
Coordinator - Internal Quality Assurance Cell  
Seshadripuram Academy of Business Studies  
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**Date: 26-12-2022**

## **IQAC Meeting 04 Circular**

IQAC meeting is scheduled on **28-12-2022** for the following members in Principal's Chamber at 2pm.

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Coordinator - Internal Quality Assurance Cell  
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Prof. Jayarama

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## IQAC MEMBERS LIST

Role in IQAC	Name	Signature
Chair Person	Prof. Jayarama	
Management Representative	Sheshanarayan S	
Coordinator	Roopashree U	
Member	Sowmya D N	
Member	Prof. Lakshmi S	
Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
Nominated Member (External)	Dr. SN Venkatesh	
Nominated Member (Parents)	Chandramouleshwara JK	
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DATE: 28/12/2022

## IQAC MEETING-04

### Agenda -

- Conformation of the minutes of the previous meeting.
- Updates about SALTBO Lecture Series
- Faculty development program.
- 5<sup>th</sup> National Level Conference.
- Orientation on CA course.
- Parents teachers meeting.
- MOOC courses orientation.
- Poster making competition.
- Inter -collegiate Yoga Competition
- GST and IT workshop.

Roopashree U

Coordinator - Internal Quality Assurance Cell  
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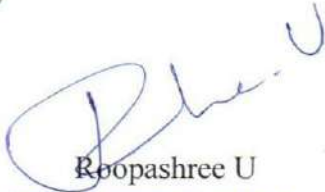


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## IQAC MEETING-04

### Minutes of the Meeting :

- The minutes of the previous meeting were read by the Coordinator and approved by the members.
- It was decided to start SALTBO Lecture Series for students as a part of the best practice.
- It was decided to hold Faculty Development Programs.
- The Commerce and Management Department was instructed to conduct the 5<sup>th</sup> National Level Conference.
- It was decided to conduct an orientation on CA/CS/CMA course for students.
- Parents Teachers meeting was proposed to be conducted.
- MOOC training program was scheduled to be conducted for students.
- Poster making competition was decided to be conducted.
- It was decided to conduct yoga competition at inter collegiate level.
- It was scheduled to arrange GST and IT workshops for students.

  
Roopashree U

Coordinator - Internal Quality Assurance Cell  
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Member	Dr. Chetana M R	
Member	Prof. Asha G	
Member	Shivakumar C	
Member	Chaitra HS	
Member	Nandini R G	
Member	Asha G	
Member	Keerthi Lakshmi Talkad	
Member	Prakash K	
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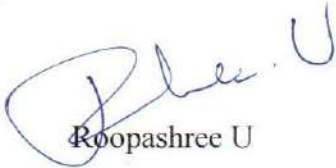


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## IQAC MEETING-04

### Action Taken Report:

- ✓ SALTBO Lecture Series was started in the month of April.
- ✓ Faculty Development Program was conducted by IQAC on the topic "Self-introspection-a Way to Success" on 27<sup>th</sup> march 2023. Department of English organised a FDP for all the faculty of English in association with BUETA regarding 4<sup>th</sup> semester NEP English textbooks on 19<sup>th</sup> April 2023.
- ✓ The department of commerce and management organised the 5<sup>th</sup> National Level Conference on 28<sup>th</sup> April 2023 in association with CESS, Disha Bharat and NICT.
- ✓ CA/CS/CMA orientation was organised for students on 28<sup>th</sup> may 2023.
- ✓ Parents Teachers meeting was conducted from 12<sup>th</sup> TO 15<sup>th</sup> June 2023.
- ✓ A training program on importance on MOOC courses for UG students was conducted on 20<sup>th</sup> June 2023.
- ✓ Inter collegiate yoga competition was conducted on 22<sup>nd</sup> June 2023.
- ✓ Poster making competition was held on 21<sup>st</sup> June 2023.
- ✓ A workshop on GST and IT was organised on 28<sup>th</sup> June 2023.

  
Roopashree U

Coordinator - Internal Quality Assurance Cell  
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Prof. Jayarama

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**Date: 7-2-2023**

## IQAC Meeting 05 Circular

IQAC meeting is scheduled on **9-2-2023** for the following members in Principal's Chamber at 2pm.

Roopashree U

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Member	Shivakumar C	
Member	Chaitra HS	
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DATE: 9/2/2023

## IQAC MEETING-05

### Agenda:

- Confirmation of the minutes of the previous meeting.
- Student Development Programme and completion from Dept. of Computer Science, Commerce and Management, ComMent Forum and Tech Savy Forum .
- Ethnic Day Celebrations
- Comment Expo
- Annual Day Celebrations

Roopashree U

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## IQAC MEETING-05

### Minutes of the Meeting :

- The Dept. of Computer Science was informed to conduct competitions from Tech Savvy Forum.
- The B.COM, BBA and BCA Department were instructed to conduct a Student Development Program.
- The Cultural Committee was to conduct Ethnic Day.
- The Dept. of Commerce and Management was advised to conduct Comment Expo for students.
- It was proposed to conduct the Annual Day Program.

Roopashree U  
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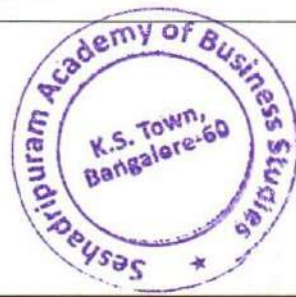
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## IQAC MEETING-05

### Action Taken Report:

- ✓ The IQAC Coordinator confirmed the minutes of the previous meeting held on 28/12/2022.
- ✓ The Dept. of Computer Science conducted various competitions from the Tech Savvy Forum from 5 to 7 July 2023.
- ✓ Student Development Program was organized by the Dept. of Computer Science on 8 July 2023.
- ✓ The Ethnic Day was organized on 25 July 2023.
- ✓ The Dept. of Commerce and Management organized Comment Expo on 26 and 27 July 2023.
- ✓ The Annual Day was celebrated on 31 July 2023.

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