



Seshadripuram Educational Trust
SESHADRIPURAM ACADEMY OF BUSINESS STUDIES
(Affiliated to Bangalore University)
NAAC Accredited 'B' Grade
#18 3rd Main, Kengeri Satellite Town Bengaluru -560060

Date: 04-01-2022

CIRCULAR

It is hereby informed to all Criteria heads to attend meeting at 02:00 pm on 05-01-2022 in IQAC room.

Agenda: AQAR 2020-21 submission Discussion

- Best Practices
- Update on the completion of the criteria work.

Dr. Chetana M R

IQAC Coordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060

Prof. Jayarama
Principal

PRINCIPAL
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

Criteria Heads.

04.01.2022

LIST OF TEACHING

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
08	ShivaKumar C. S.	Assistant Professor, Commerce	
09	Dr. Shobha M C	Assistant Professor, Commerce	
10	Bindu S	Assistant Professor, Commerce	
11	Asha G	Assistant Professor, Commerce	
12	Shivanand Bande	Assistant Professor, English	
13	Reshma B	Assistant Professor, HOD, Computer Science	
14	Nandini R G	Assistant Professor, Commerce	
15	Akshatha M R	Assistant Professor, Computer Science	
16	Shashanka G P	Physical Education Director	
17	Kanchan S	Assistant Professor, Computer Science	
18	Manjunatha G	Assistant Professor, Commerce	
19	Chaithra H S	Assistant Professor, Commerce	
20	Shashidhar Yadav J	Assistant Professor, Commerce	
21	Manasa V	Assistant Professor, Commerce	
22	Rohini S S	Assistant Professor, Commerce	
23	Keerthilakshmi Talakad	Assistant Professor, Commerce	
24	Renuka R	Assistant Professor, Commerce	

Co-Ordinator
Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri, Bangalore
Bengaluru - 560079



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Date: 05-01-2022

Minutes of the Meeting

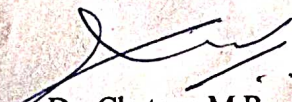
Agenda: AQAR 2020-21 submission Discussion

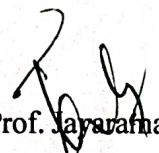
➤ **Best Practices.**

Action Plan: Discussions were made with the Criteria Heads to identify the Best Practice for the year 2020-2021. The Best Practice is identified as "Educational Programs to the community" and "Training and Development". The work were assigned to Dr. Chetana M R, Shivakumar C S, Kanchan S, Shivanand Bande and Rohini S

➤ **Update on the completion of the criteria work.**

Action Plan: Criteria Heads clarified their unfilled answers to the questions of their respective criteria. Criteria 4 documents are ready for submission.


Dr. Chetana M R
IQAC Coordinator


Prof. Jayarama
Principal
PRINCIPAL
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

5-01-2022.

LIST OF TEACHING

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
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14	Nandini R G	Assistant Professor, Commerce	
15	Akshatha M R	Assistant Professor, Computer Science	
16	Shashanka G P	Physical Education Director	
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Co-Ordinator

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Date 10/05/2022

CIRCULAR

It is hereby informed to all faculty members to attend the IQAC meeting is scheduled on 12/05/2022 at 1.00 pm in seminar hall.

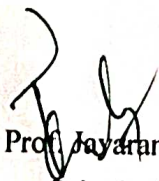
Agenda:

- Admission strategies follow up
- Apply for 2(F) and 12(B)
- NAAC Process orientation on new requirement of AQAR
- Conducting of mentoring
- Parents teachers meeting


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
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Prof. Jayarama
Principal

PRINCIPAL
Seshadripuram Academy of Business Studies
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IQAC Meeting

10/5/2022

LIST OF TEACHING

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
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Date: 26-11-2021

CIRCULAR

It is hereby informed to all faculty members to attend meeting at 02:30 pm in AV Room.

Agenda: To discuss and carry out the work of AQAR

- Discussion on new format of AQAR 2020-2021
- Discussion on maintaining standard format for the documentation for quality enhancement for the year 2021-2022.
- Discussions on signing the MOU's from the recognized bodies and institutions by the committee's for the year 2021-2022.
- Presentation of Calendar of Events for the AY 2021-2022


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060


Prof. Jayarama
Principal

PRINCIPAL
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

LIST OF TEACHING

26.11.2021.

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
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Date: 26-11-2021

Minutes of the Meeting

Agenda: To discuss and carry out the work of AQAR

- Discussion on new format of AQAR 2020-2021

Action Plan: New and revised format for the AQAR Submission is discussed with the respective criteria heads and members, asked to follow the same.

- Discussion on maintaining standard format for the documentation for quality enhancement for the year 2021-2022.

Action Plan: Standard format for the documentation of every committee activity reports for the quality enhancement is discussed and circulated for the suggestions. All are accepted with the new format. The format is sent for all the Committee Coordinators.

- Discussions on signing the MOU's from the recognized bodies and institutions by the committee's for the year 2021-2022.

Action Plan: All the committee members are informed to find the associations and recognized bodies, relating to their committee to have MOU for fulfillment of the criteria requirements and to continuously organize the events.

- Presentation of Calendar of Events for the AY 2021-2022

Action Plan: The IQAC prepared and suggested the Calendar of Events for the AY 2021-2022 to various committees of the college. Dr. Chetana M R, IQAC Coordinator presented the COE for the AY 2021-2022 and it was accepted by all the committee coordinators, and decided to publish in the college website. The work is assigned and to follow up the work to the Ms. Kanchan S, Website Coordinator. All the coordinators are informed to submit their COE along with the objective and outcome of every event.


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060


Prof. Jayarama

Principal

PRINCIPAL

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No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

26.11.2022.

LIST OF TEACHING

Name		Designation	Signature
Sl.No	Teaching Staff		
		Principal	
01	Prof. Jayarama	Professor in Kannada, HOD	
02	Prof. Asha G.	Professor in Commerce,	
03	Lakshmi S.	Librarian	
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CIRCULAR

All the committee coordinators are requested to follow the below mentioned guidelines for the documentation:

1. Pre- Programme documents:

List of documents	
SI No.	Particulars
1	Event Proposal to the Principal through IQAC
2	Budget Proposal to the Principal (All expense to be mentioned)
3	Approval Letter from Trust/ HOI
4	Inviting Letter to the Guest/ Resource person
5	MOU's Copy, if any
6	Acceptance Letter from the Guest/ Resource person
7	Guest Profile
8	Invitation/ Brochure
9	Programme Schedule with protocol
10	Work allotment
11	Registration Form/ Link
12	Students Circular
13	Agenda and Minutes of Meeting
14	Proposal letter from the Associate Institution/ Corporation or vice versa to conduct the events
15	Invitation to the media
16	Participant certificates

2. Pre- Programme documents to the website committee through soft copy one week before the programme and enter the same in the **two registers** available with the Website Committee Coordinator and office superintendent.
3. Event date, time and venue to be informed to all the HoD's of the departments.
4. Pre- Event documents to be submitted to the website committee 4 days Prior to the event:

SL. No.	Particulars
1.	Event documents- Invitation, Brochure, Videos and any other related documents if any, (Soft copy) to be sent through respective Committee G-suite mail Id. Mail ID: websiteupdates@sabs.ac.in

5. Post- Programme documents:

All the committee coordinators are requested to submit the below mentioned documents within 3 working days of the programme/ events to the IQAC duly signed by IQAC coordinator, Principal, Event Coordinator/s.

List of documents to be maintained to enhance the quality of the documentation.

Sl. No.	Particulars
	Post – Events Documents :
1	Report of the event with outcome of the conducted event with QR code
2	Selected Photos (Hard copy attached to the report), Videos/Audio
3	Newspaper clippings
4	Students and faculty participation/registration list
5	Feedback from the participants

Note: Audio/ video and related documents should be uploaded in the respective committee G-suite drive and create the QR code for the same.

Report Format:

- Font style: Times new roman
- Font size: 12
- Line spacing: 1.5
- Justification: Middle
- File: MS Word

Final documents to be submitted at the end of the Academic Year:

- Calendar of events
- Perspective plans
- Programme index
- File to be maintained with the documents as mentioned in point 4 and 5.
- Arrange the reports in Descending order- submit in Clip File.
- Hand over the files of respective committee to the IQAC.



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DATE: DD/MM/2021

REPORT FORMAT

Name of the Event :

Associating Institute :

Chief Guest :

Venue :

Time :

Total Participation :

Target Audience :

Total Registration :

Name of the Student :

Coordinators

BODY OF THE REPORT

Signature
Name
Committee Event Coordinator

Signature
Dr. Chetana M R
IQAC, Coordinator

Signature
Prof. Jayarama
Principal



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Format: Perspective plan

Sl.No	Date	Event Name	Target Audience	Description	Strategy	Venue	Guest/Re source Person	Out Come of the Programme

Signature
Name
Committee Event Coordinator

Signature
Dr. Chetana M R
IQAC, Coordinator

Signature
Prof. Jayarama
Principal



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Event Index For The Academic Year 2021-2022

Forum / Cell:

Coordinator Name:-Faculty:

Student:

Sl No	Date	Name of the Event / Programme	Resource Person / Association with	Target Audience	Venue	Scheduled Time	Outcome	Link	Photo link

Signature
Name
Committee Event Coordinator

Signature
Dr. Chetana M R
IQAC, Coordinator

Signature
Prof. Jayarama
Principal

LIST OF TEACHING

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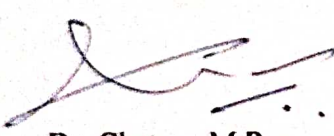
Date: 29/12/2021

Minutes of the Meeting

Agenda:

Discussion on answering the criteria questions for submission of AQAR 2020-2021.

Action Plan: All the Criteria heads were present for the discussion and clarified the doubts.


Dr. Chetana M R

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell (IQAC)

Seshadripuram Academy of Business Studies

Kengeri Satellite Town

Bengaluru -560060


Prof. Jayarama

Principal

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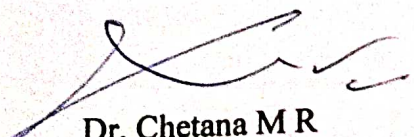
Date: 27-12-2021

CIRCULAR

It is hereby informed to all the criteria heads to have one to one discussion from 29/12/2021 after the class hours in IQAC room.

Agenda:

- Discussion on answering the criteria questions for submission of AQAR 2020-2021.


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

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Prof. Jayarama

Principal

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29/12/2022

LIST OF TEACHING

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
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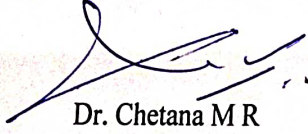
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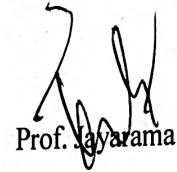
#18 3rd Main, Kengeri Satellite Town Bengaluru -560060

Date: 12-12-2021

CIRCULAR

Agenda: It is hereby informed to Criteria 7 Head and members, Shivakumar C S, Kanchan S to assemble in IQAC room at 01:45pm to discuss on Institutional Best practices and distinctiveness for the academic year 2020-21


Dr. Chetana M R
IQAC Coordinator


Prof. Jayarama
Principal

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- | | |
|--------------------|---------------------|
| 1. Dr. Chetana M R | IQAC Coordinator |
| 2. Prof. Asha G | HOD, Kannada |
| 3. Shivakumar C S | Assistant Professor |
| 4. Shivanand Bande | Assistant Professor |
| 5. Kanchan S | Assistant Professor |



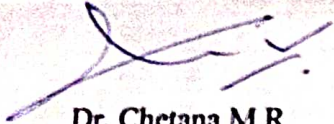
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Date: 21-12-2021

CIRCULAR

It is hereby informed to all faculty members to attend meeting at 02:30 pm in AV Room.

Agenda: To discuss the teaching learning methodology and maintaining the document for the same as per the Criteria 2 requirements.


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
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Prof. V. Jayarama

Principal

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21.12.2022.

LIST OF TEACHING

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15	Akshatha M R	Assistant Professor, Computer Science	
16	Shashanka G P	Physical Education Director	
17	Kanchan S	Assistant Professor, Computer Science	
18	Manjunatha G	Assistant Professor, Commerce	
19	Chaithra H S	Assistant Professor, Commerce	
20	Shashidhar Yadav J	Assistant Professor, Commerce	
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Seshadripuram Educational Trust
SESHADRIPURAM ACADEMY OF BUSINESS STUDIES

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Date: 21-12-2021

Minutes of the Meeting

Agenda: To discuss the teaching learning methodology and maintaining the document for the same as per the Criteria 2 requirements.

Action Plan:

- Discussion on completing the requirements of Criteria 2 for the AQAR 2020-21, new format is proposed by the Criteria Head Asha G. The coordinator also presented the PPT on the requirements.
- Mechanism to identify Advance Learner and Slow Learner is discussed. It is decided to identify the students based on their performance in the Internal Assessments. All the class teachers are informed to provide the list of Advance and Slow Learners.
- Discussion is made to provide the analysis of the Student Satisfaction Survey for the AY 2020-2021 and it is assigned to Keerthi Lakshmi Talkadu.
- Informed the Department Heads to provide the Result Analysis of the Previous Batch 2019-2020 for the submission of AQAR 2020-2021.

Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060

Prof. Jayarama

Principal

PRINCIPAL

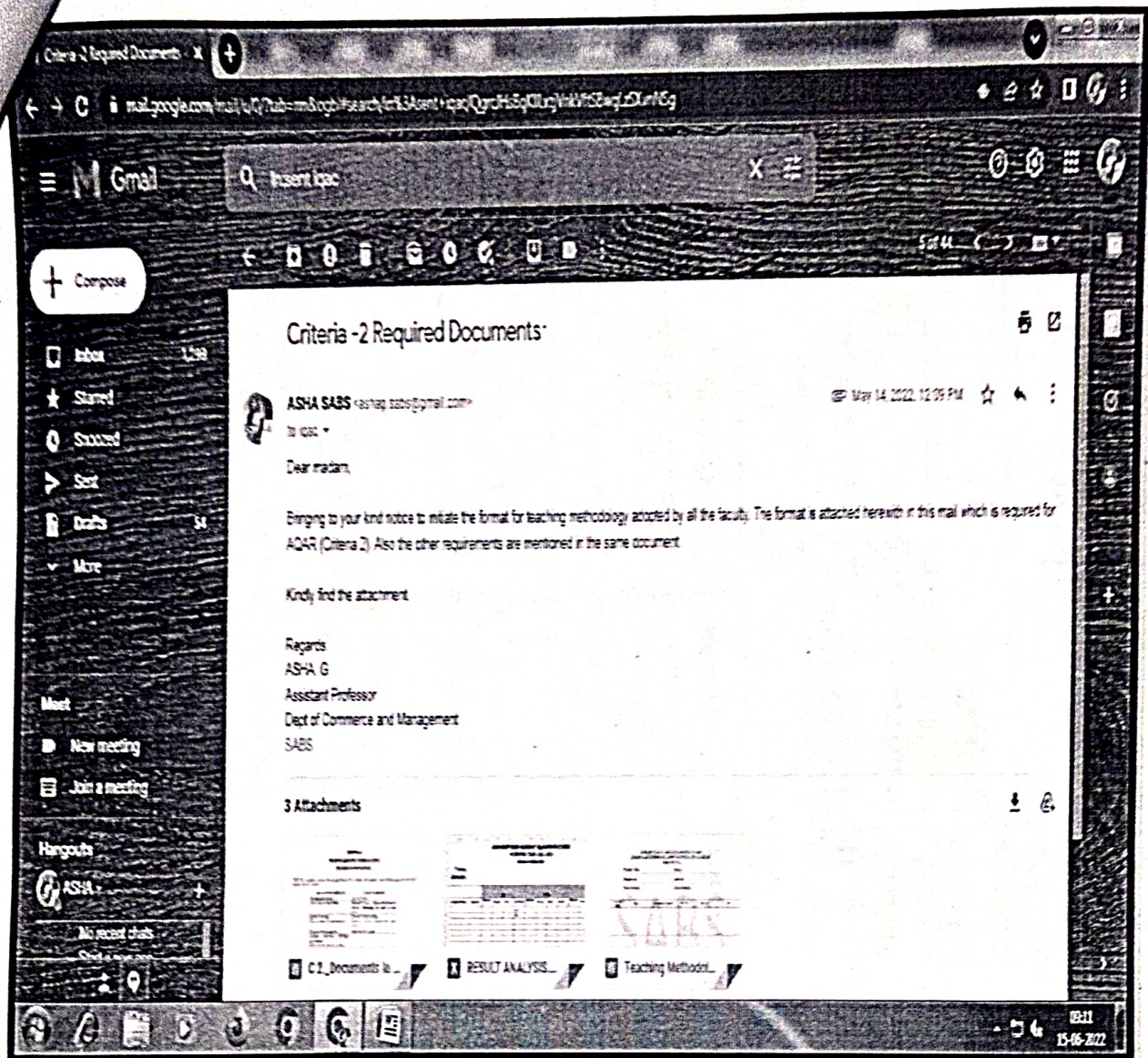
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

21.12.2022.

LIST OF TEACHING

			Signature
Name		Designation	
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
08	ShivaKumar C. S.	Assistant Professor, Commerce	
09	Dr. Shobha M C	Assistant Professor, Commerce	
10	Bindu S	Assistant Professor, Commerce	
11	Asha G	Assistant Professor, Commerce	
12	Shivanand Bande	Assistant Professor, English	
13	Reshma B	Assistant Professor, HOD, Computer Science	
14	Nandini R G	Assistant Professor, Commerce	
15	Akshatha M R	Assistant Professor, Computer Science	
16	Shashanka G P	Physical Education Director	
17	Kanchan S	Assistant Professor, Computer Science	
18	Manjunatha G	Assistant Professor, Commerce	
19	Chaithra H S	Assistant Professor, Commerce	
20	Shashidhar Yadav J	Assistant Professor, Commerce	
21	Manasa V	Assistant Professor, Commerce	
22	Rohini S S	Assistant Professor, Commerce	
23	Keerthilakshmi Talakad	Assistant Professor, Commerce	
24	Renuka R	Assistant Professor, Commerce	

CRITERIA-2



CRITERIA 2

TEACHING-LEARNING AND EVALUATION

Documents to be maintained

2.2.1. The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

ADVANCED LEARNERS	SLOW LEARNERS
Grouping the students	List of students
Motivating for Gold Medal	Remedial Classes – Group after the regular classes- Mentioning the same in time table.
Special Coaching	Parents Teachers meeting
BOE- Getting Important Questions	Advanced Learners teaching the Slow learners
Students Council members	Retest for slow learners
Seminars/ Conference/ SDP/Paper presentations	
Rank students: Cash prize/rewards	
Important Questions Google Class room Mentoring Industrial visit: HOD/HOI Materials Review of Note and Assignments Subject related GD/Presentations Mini Projects	
Documents for the above by all the subject teachers	

2.3.2.

Teachers use ICT enabled tools for effective teaching-learning process

SESHARIPURAM ACADEMY OF BUSINESS STUDIES TEACHING-METHODOLOGY ADOPTED DURING THE ACADEMIC YEAR-2021-2022			
Faculty Name		Subject	
Designation		Semester	
No. of Students		Class & Section	

UNIT/MODULE NAME	TOPICS	METHODOLOGY ADOPTED	ICT TOOLS	OUTCOME	LINK
		Experiential learning, Participative learning & Problem solving methodologies: Chalk and Talk, Community survey, Workshops, Advanced based learning, Field trip, Industrial visit, Case study analysis, brainstorming, role playing, management games, group work, projects, topic analysis and interpretation, mind mapping, activity based learning, Fish bowl method, Story based teaching, Puzzles and games,	Informative tools- YouTube, Internet, Virtual drive, Google drive, forms, animated videos. Constructive tools- MS Word, Power point. Communicative tools- E-mail, SMS, Google class room, LinkedIn and Educational based apps. Collaborative tools- Discussion boards, Forums, Groups.		
		Note: Kindly maintain the related documents (Photographs with geo tag, Links, PPT's etc.) Mention all the topics in the class and mention the methodology adopted.			

21/12/21

IQAC Meeting

CRITERIA- 2

LIST OF TEACHING

No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
08	ShivaKumar C. S.	Assistant Professor, Commerce	
09	Dr. Shobha M C	Assistant Professor, Commerce	
10	Bindu S	Assistant Professor, Commerce	
11	Asha G	Assistant Professor, Commerce	
12	Shivanand Bande	Assistant Professor, English	
13	Reshma B	Assistant Professor, HOD, Computer Science	
14	Nandini R G	Assistant Professor, Commerce	
15	Akshatha M R	Assistant Professor, Computer Science	
16	Shashanka G P	Physical Education Director	
17	Kanchan S	Assistant Professor, Computer Science	
18	Manjunatha G	Assistant Professor, Commerce	
19	Chaithra H S	Assistant Professor, Computer Science	
20	Lt. Shashidhar Yadav J	Assistant Professor, Commerce	
21	Manasa V	Assistant Professor, Commerce	
22	Rohini S S	Assistant Professor, Commerce	
23	Keerthilakshmi Talakad	Assistant Professor, Commerce	
24	Renuka R	Assistant Professor, Commerce	
25	Rakshitha Y	Assistant Professor, Commerce	
Part-Time Staff			
01	Narendra Bhagavath K S	Assistant Professor	
02	Bharathi Joshi	Assistant Professor	



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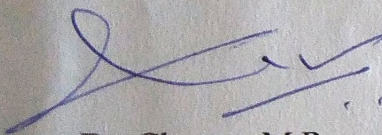
Date 17/03/2022

CIRCULAR

It is hereby informed to all faculty members IQAC is schedule the meeting on 17/03/2022 at 1.45 pm in AV Room.

Agenda:

- Submission of AQAR 2020-2021.
- Maintaining the e-work dairy for the AY 2021-2022.
- Criteria wise activities in the College.
- Parent Teachers Meeting.
- Fees Collection.


Dr. Chetana M R

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060


Prof. Jayarama

Principal

PRINCIPAL
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.



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#18 3rd Main, Kengeri Satellite Town Bengaluru -560060

Date: 17/03/2021

Minutes of the Meeting

Agenda:

- Submission of AQAR 2020-2021.

Action Plan: Successfully Submitted the AQAR 2020-2021.

- Maintaining the e-work dairy for the AY 2021-2022.

Action Plan: As per the suggestion made by the IQAC, maintaining the E-Work dairy from the coming Semester is accepted along with the existing one.

- Criteria wise activities in the College.

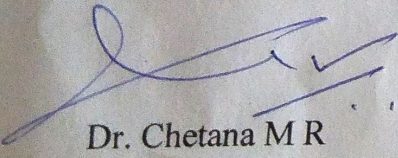
Action Plan: It is discussed among the criteria heads to list the activities as per their respective criteria requirements and conduct the same during the next semester.

- Parent Teachers Meeting.

Action Plan: As discussed with the HOI the Parent Teachers Meeting is planned and scheduled on 18/03/2022, 19/03/2022 and 21/03/2022. The incharge is given to Asha G Prof and Head, Kannada Department.

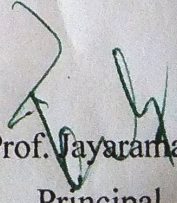
- Fees Collection.

Action Plan: It is instructed to all the class teachers to make the follow up calls for the payment of remaining college fees and report the updates to the office Superintendent.


Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
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Kengeri Satellite Town
Bengaluru -560060


Prof. Jayarama
Principal

PRINCIPAL
Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 059.

LIST OF TEACHING

17/03/2022

Sl.No	Name	Designation	Signature
		Teaching Staff	
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
08	ShivaKumar C. S.	Assistant Professor, Commerce	
09	Dr. Shobha M C	Assistant Professor, Commerce	
10	Bindu S	Assistant Professor, Commerce	
11	Asha G	Assistant Professor, Commerce	
	Shivanand Bande	Assistant Professor, English	
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15	Akshatha M R	Assistant Professor, Computer Science	
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17	Kanchan S	Assistant Professor, Computer Science	
18	Manjunatha G	Assistant Professor, Commerce	
19	Chaithra H S	Assistant Professor, Commerce	
20	Shashidhar Yadav J	Assistant Professor, Commerce	
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22	Rohini S S	Assistant Professor, Commerce	
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#18 3rd Main, Kengeri Satellite Town Bengaluru -560060

Date: 18-10-2021

CIRCULAR

It is hereby informed to all faculty members, to assemble in seminar hall at 2:00 pm for IQAC Meeting.

Agenda:

- Discussion on Criteria Allotment, Committee Allotment for the academic year 2020-2021.
- Documents of various committees for the purpose of LIC Visit 2020-21.
- AQAR Submission Allotment 2020-2021.
- Calendar of Events for the academic Year 2021-2022.
- Commencement of offline classes for I Year B.Com/BBA/BCA.
- Commencement of Departmental Activities for the academic Year 2021-2022.
- IQAC Initiative programme with Eco Club to create awareness on Cracker Free Deepavali to the Public and School Children.

Dr. Chetana M R

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060

Prof. Jayarama

Principal
PRINCIPAL

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Date: 18-10-2021

Minutes of the Meeting

- Discussion on Criteria Allotment, Committee Allotment for the academic year 2020-2021.
Action Plan: Criteria and Committee allotment is done with the discussion of the principal,
- Documents of various committees for the purpose of LIC Visit 2020-21.
Action Plan: Informed all the committee coordinators to submit the reports of their respective committee activities to Sowmya D N, HOD Commerce and Management and Reshma B HOD, Computer Science for the Purpose of LIC Visit.
- AQAR Submission Allotment 2020-2021.
Action Plan: It is decided to continue the work of 2020-2021 AQAR by the allotment of 2021-2022 criteria heads.
- Calendar of Events for the academic Year 2021-2022.
Action Plan: IQAC Coordinator Dr. Chetana M R is assigned to give Calendar of Events for the AY 2021-2022.
- Commencement of offline classes for I Year B.Com/BBA/BCA
Action Plan: It is decided to start the Offline classes for I Year B.Com/BBA/BCA from 21/10/2021.
- Commencement of Departmental Activities for the academic Year 2021-2022.
Action Plan: It is instructed to the Departmental Heads to plan and conduct the quality enhancement activities during the AY 2021-2022.
- IQAC Initiative programme with Eco Club to create awareness on Cracker Free Deepavali to the Public and School Children.
Action Plan: It is instructed to Eco Club, Asmithe, NSS to conduct the programme in association with KSPCB.

Dr. Chetana M R
IQAC Coordinator

Prof. Jayarama
Principal
PRINCIPAL

Seshadripuram Academy of Business Studies
No. 18, 3rd Main Road,
K.S. Town, Bangalore - 560 060.

IQAC Meeting.

2.00 pm.
Seminar Hall.

LIST OF TEACHING AND NON-TEACHING STAFF

18-10-2021

Sl.No	Name	Designation	Signature
Teaching Staff			
01	Prof. Jayarama	Principal	
02	Prof. Asha G.	Professor in Kannada, HOD	
03	Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	
07	Sowmya D.N.	Associate Professor, HOD, Commerce	
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09	Dr. Shobha M C	Assistant Professor, Commerce	
10	Bindu S	Assistant Professor, Commerce	
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12	Shivanand Bande	Assistant Professor, HOD, Computer Science	
13	Reshma B	Assistant Professor, Commerce	
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22	Rohini S S	Assistant Professor, Commerce	
23	Keerthilakshmi Talakad	Assistant Professor, Commerce	
24	Renuka R	Assistant Professor, Commerce	
Part-Time Staff			
01	Narendra Bhagavath K S	Assistant Professor	
02	Bharathi Joshi	Assistant Professor	
Non-Teaching Staff			
01	Manjunath K.N.	Office Superintendent	
02	Suguna S. Shetty	Accountant	
03	Banappa K. R.	Office Assistant	
04	Padma.N	Office Assistant	
05	Narasimha Murthy B.G	Electrician	
06	Venkatesh M N	Attender	
07	Veena M	Attender	
08	Ananda	Attender	
09	Shivananjaiah B N	Attender	
10	Shobha N	Attender	
11	Gurappa	Helper	
12	Jayamma	Helper	



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+91 9741344409



sabsnss2019@gmail.com



www.sabs.ac.in

Allotment of Criteria Members 2021-22

9/12/2021

Sl no.	Criteria Head	Criteria	Members	Signature
1.	Dr Chetana M R	IQAC Coordinator	Shivakumar C S Reshma B Kanchan Shashank	
2.	Lakshmi S Associate Professor Department of Commerce and Management	C-1	Chaitra H S Bharati Joshi	
3	Asha G Assistant Professor Department of Commerce and Management	C-2	Sowmya D N , Keerthi Lakshmi	
4	Reshma B Assistant Professor HOD, Department of Computer Science	C-3	Dr Shobha M C ,Manjunath G	
5	Akshatha M R Assistant Professor Department of Computer Science	C-4	Ravikumar ,Rakshitha	
6	Nandini R G Assistant Professor Department of Commerce and Management	C-5	Renuka R ,Manasa V	
7	Roopashree U Associate Professor HOD ,Department of English	C-6	Bindu S ,Narendra Bhagwath	
8	Asha G Professor Department of Kannada	C-7	Rohini , Shivanand Bande	

IQAC Coordinator
Co-Ordinator

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060

Principal
PRINCIPAL

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Date: 06/02/2022

CIRCULAR

It is hereby informed to all faculty members IQAC is schedule the meeting on 07/02/2022 at 1.45 pm in AV Room. Kindly participate and give your valuable suggestions to improve the admission.

Agenda: Admission planning and strategizing for the academic year 2022-23.

Dr. Chetana M R
IQAC Coordinator
Co-Ord.

Internal Quality Assurance
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060

Prof. Jayarama
Principal

PRINCIPAL
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CIRCULAR

Date: 15-09-2022

All the faculties are hereby informed to assemble in AV room for IQAC meeting Scheduled on 15-09-2022 at 01:30pm.

Agenda:

- Allotment of Committees
- Calendar of Events for the AY 2022-23
- Documents submission of the AY 2021-22 from the respective committees
- Preparation of NAAC Visit – Files Arrangement (2019-20 ,2020-21,2021-22)
- Orientation on new Format AQAR
- Others

Dr.Chetana M R
IQAC Coordinator

Prof.Jayarama
Principal

Internal Quality Assurance Cell (IQAC)
Seshadripuram Academy of Business Studies
Kengeri Satellite Town
Bengaluru -560060



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Date 12/08/2022

CIRCULAR

It is hereby informed to all Faculty Members to attend the IQAC meeting is scheduled on 13/08/2022 at 2:00pm in AV room.

Agenda:

- Preparation of AQAR 2021-2022.
- Submission of Criteria files – 2019-20, 2020-21, 2021-22.
- Report on Activities of respective cells given by IQAC (Includes Objective and Outcome).
- Annual Report 2021-22.
- College Magazine for the AY 2021-22.

Dr. Chetana M R

IQAC Coordinator

Co-Ordinator

Internal Quality Assurance Cell (IQAC)

Seshadripuram Academy of Business Studies

Kengeri Satellite Town

Bengaluru -560060

Prof. Jayarama

Principal

LIST OF TEACHING AND NON-TEACHING STAFF

Sl.No	Name	Designation	Signature
Teaching Staff			
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02	Prof. Asha G.	Professor in Kannada, HOD	<i>Asha G.</i>
03	Prof. Lakshmi S.	Professor in Commerce,	
04	Ravi Kumar M	Librarian	<i>Ravi Kumar</i>
05	Roopashree U.	Associate Professor, HOD, English	
06	Dr. Chetana M. R.	Associate Professor, Commerce	<i>Dr. Chetana M. R.</i>
07	Sowmya D.N.	Associate Professor, HOD, Commerce & Management	<i>Sowmya D.N.</i>
08	ShivaKumar C. S.	Associate Professor, Commerce	
09	Dr. Shobha M C	Assistant Professor, Kannada	<i>Dr. Shobha M C</i>
10	Bindu S	Assistant Professor, Commerce	<i>Bindu S</i>
11	Asha G	Assistant Professor, Commerce	
12	Shivanand Bande	Assistant Professor, English	<i>Shivanand Bande</i>
13	Reshma B	Assistant Professor, HOD, Computer Science	<i>Reshma B</i>
14	Nandini R G	Assistant Professor, Commerce	<i>Nandini R G</i>
15	Akshatha M R	Assistant Professor, Computer Science	
16	Lt. Shashanka G P	PED Cum ANO	
17	Kanchan S	Assistant Professor, Computer Science	<i>Kanchan S</i>
18	Manjunatha G	Assistant Professor, Commerce	<i>Manjunatha G</i>
19	Chaithra H S	Assistant Professor, Computer Science	
20	Manasa V	Assistant Professor, Commerce	<i>Manasa V</i>
21	Rohini S S	Assistant Professor, Commerce	<i>Rohini S S</i>
22	Keerthilakshmi Talakad	Assistant Professor, Commerce	
23	Rakshitha Y	Assistant Professor, Commerce	