



ST. JOSEPH'S COLLEGE OF COMMERCE

(AUTONOMOUS)

No. 163, BRIGADE ROAD, BENGALURU - 560 025. INDIA

ಸಂತ ಜೋಸೆಫರ ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ
163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Attendance for the TQM meeting

Date : 04/01/2020

There will be a TQM meeting on Saturday 4th January 2020 at 10.00 a.m. in the Board Room.

Agenda for the meeting:

- Discussion on upcoming BOS and evaluation of proposals for new programmes.
- Planning for the upcoming National Seminars/Workshops.
- End Semester Examination schedule.
- Discussion on dates for Admission 2020 - 2021
- Presentation of OBE - PO & CO attainment report.
- Updates on NAAC.
- Any other matter.

Sl. No	Names	Signature
1	Dr. Daniel Fernandes, SJ	
2	Dr. Nirmala Joseph	
3	Dr. Antony Oliver	
4	Dr. Ravi Darshini	
5	Ms. Sneha Rai	
6	Ms. Veenu Joy	
7	Dr. Ruqsana Anjum	
8	Dr. Shubhra Rahul	
9	Dr. Shivakami Rajan	
10	Dr. Suganthi Pais	
11	Ms. Komal A Dave	
12	Ms. Nischitha	
13	Ms. Nikhath Asrar	
14	Dr. Muralidharan	

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Date :.....04/01/2020.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 11:00 am in the Boardroom 401A

Agenda for the meeting:

1. Discussion on upcoming BOS and evaluation of proposals for new programmes.
2. Planning for the upcoming National Seminars/Workshops.
3. End Semester Examination schedule.
4. Discussion on dates for Admission 2020 - 2021
5. Presentation of OBE - PO & CO attainment report.
6. Updates on NAAC.
7. Any other matter.

Members Present-

Dr Daniel Fernandes, , Dr Nirmala Joseph, Ms Sneha Rai, Dr Ravidarshini, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Veenu Joy, Dr Ruqsana Anjum, Dr Shubra Rahul, Dr Suganthi Pais, Ms Nikhath Asrar, Dr Muralidharan, Ms Nischitha and Ms Komal Dave.

Members Absent-

Ms Nischitha, Ms Komal Dave.

Special Invitees- Fr. Arun SJ, Dr.Himalchalpathy, Dr. Raja Jebasingh

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/Suggestions	Discussion Outcome	Action To Be Taken
Upcoming BOS and evaluation of proposals for new programmes.	Principal	<ul style="list-style-type: none"> B.Com-Strategic Finance Introduction. New electives - Financial Consulting B.Com analytics electives open to other programs BBA- Entrepreneurship- In association with Institute of enterprise and entrepreneurs, UK. Dates of BOS set for 3rd, 4th and 5th February, 2020 Dates for Academic Council fixed for the 15th February 2020 	<ul style="list-style-type: none"> HODs- take care of information and promotional agendas of the new program to student community. HODs- to oversee the BOS HODs- to prepare of the Academic Council meets

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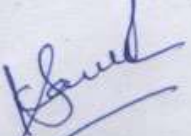
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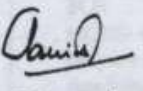
Date :

Planning of the upcoming National Seminars/Workshops	HODs	<ul style="list-style-type: none"> PG 14th Feb 2020- Seminar Workshop or Roundtable for IMA's Head Dr Jeff visit on 22nd January 2020. 	<ul style="list-style-type: none"> PG HOD HODs to take ahead the Workshop Roundtable intervention.
End Semester Examination schedule.	COE	<ul style="list-style-type: none"> Compulsory remedial session during the study holiday for weaker students. HODs and Vice Principal to look into the schedule and timetable 	COE would be in charge
Discussion on dates for Admission 2020 - 2021	Principal	<ul style="list-style-type: none"> Admission dates set on 16,17,18 April,2020 Timetable for the proposed Dates, QPs for entrance Scat and SMAT sections to be relooked for changes in the question paper PG Department to work on PG course Promotional agendas 	<ul style="list-style-type: none"> Principal Vice principal HODs
Presentation of OBE - PO & CO attainment report	OBE Team	<ul style="list-style-type: none"> CO attainment results for 2018-19 will be made available to all the staff members 	OBE Team Head
Updates on NAAC	NAAC Coordinator	<ul style="list-style-type: none"> The work of evidence team to speedup 	Evidence Team Members

As there were no other issues and suggestion, with a small note of thanks, the meeting came to an end


Dr. Shivakami Rajan
IQAC Coordinator

IQAC Co-Ordinator
St. Joseph's College of Commerce
163, Brigade Road, Bangalore - 25


Dr. Daniel Fernandes, SJ
Principal
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To: registrar@sjcc.edu.in, coe <coe@sjcc.edu.in>, viceprincipal shift1 <viceprincipalshift1@sjcc.edu.in>, Vice Principal <viceprincipalshift2@sjcc.edu.in>, "bcomhod ." <bcomhod@sjcc.edu.in>, BBA SJCC <bbahod@sjcc.edu.in>, pgdept pg <pgdept@sjcc.edu.in>, shubhra rahul <shubhra@sjcc.edu.in>, "iqac ." <iqac@sjcc.edu.in>, "suganthi ." <suganthi@sjcc.edu.in>, komal dave <komal@sjcc.edu.in>, Raja Jebasingh <rajajebasingh@sjcc.edu.in>
Cc: "principal @sjcc.edu.in" <principal@sjcc.edu.in>

Dear Staff members,

There will be a TQM meeting on **Sunday 5th April 2020** at **11.00 a.m.** via Skype, the Colle ID: sjccblr. Kindly click the link below to join the meeting at 11.00 a.m. <https://join.skype.com/invite/VFx5QdXGtpbh> and save the same in your contacts.

Kindly be available on skype at 11.00 a.m. for the meeting.

Regards,

—
Mrs. Joys Malini
Secretary to the Principal
St. Joseph's College of Commerce
#163, Brigade Road,
Bangalore - 560 025
Ph No: 080 - 25360644/6

First online faculty
No Home taken
as SKYPE
connecting Team



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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Date :.....09/04/2020.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 12:00 noon via Online, Zoom meeting

Agenda for the meeting:

1. Action Plan for Online Mode
2. Evaluation and Assessment Reforms
3. Online education
4. Any other matter

Members Present-

Dr Daniel Fernandes, Fr.Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi Rani, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/Suggestions	Discussion Outcome	Action To Be Taken
Action plan for Mode of Activities for Examination in online mode	Principal	Online Mode-Meetings methods Examination reforms	Technical Team Formation
Evaluation and Assessment Reforms	COE	Examination reforms by COE	COE to formulate plan of conduct
Online Education	HODS	Technology, Methods and procedure	Discussion with Subject Coordinators to be initiated by HODs
Any other Matter	-	Internships and certificate course-Alternative options	HODs & Internships Coordinator to formulate plan.

There were no other matter to be discussed and the meeting ended with a cordial note.

Dr. Shivakami Rajan
IQAC Coordinator

IQAC Co-Ordinator
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Dr. Daniel Fernandes, SJ
Principal

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Date :.....12/11/2019.....

TQM MEETING-NOTICE TO THE STAFF MEMBERS

There will be a TQM meeting on Tuesday 12th November 2019 at 11.00 a.m. in the 401A Room. Kindly be present for the same. Kindly find below the agenda for the meeting:

1. NAAC timelines
2. Subject coordinators
3. Student's discipline and attendance
4. Exam related issues
5. Valuation of previous Semester
6. Any other matter.

Sl. No	Names	Signature
1	Dr. Daniel Fernandes, SJ	
2	Dr. Nirmala Joseph	
3	Dr. Antony Oliver	
4	Ms. Ravi Darshini	
5	Ms. Sneha Rai	
6	Ms. Veenu Joy	
7	Dr. Ruqsana Anjum	
8	Dr. Shubhra Rahul	
9	Dr. Shivakami Rajan	
10	Dr. Suganthi Pais	
11	Ms. Komal A Dave	
12	Ms. Nischitha	
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14	Dr. Muralidharan	

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Date :.....12/11/2019.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 12:00 noon in 401A

Agenda for the meeting:

1. NAAC Timelines
2. Subject Coordinators,
3. Student's Discipline and attendance
4. Exam related issues
5. Any other Matter

Members Present:

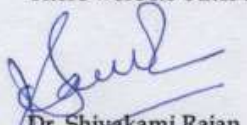
Dr Daniel Fernandes, Fr.Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi Rani, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/ Suggestions	Discussion Outcome	Action To Be Taken
NAAC Timelines	NAAC Coordinator	<ul style="list-style-type: none"> On Account of Probable Timelines Decided for PEER VISIT- Examination time table to be revamped 	COE and Faculty
Subject Coordinators,	HODs	<ul style="list-style-type: none"> Result Analysis to be undertaken by each head 	Subject Coordinator
Student's Discipline and attendance	HODS	<ul style="list-style-type: none"> Attendance tracking 	Counsellor and HODs
Exam related issues	COE	<ul style="list-style-type: none"> Super Supplementary dates decided Question Paper audit process Digital valuation process formulated Result analysis copies to be sent to HODs and Subject Coordinator for Strategic Planning 	COE and Exam Department
Any other Matter	Principal	<ul style="list-style-type: none"> Buddy program to be put on course Alumni Scholarship amount distribution to be undertaken Skill development by Alumni offer for Tally, GST and Communication to be trailed to students 	<ol style="list-style-type: none"> 1. Buddy program coordinator 2. Alumni Coordinator 3. Scholarship Coordinator

There were no other matter to be discussed and the meeting ended with a cordial note.


Dr. Shivakami Rajan
IQAC Coordinator
IQAC Co-Ordinator

St. Joseph's College of Commerce

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Dr. Daniel Fernandes, SJ
Principal

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Date :

TQM Meeting held on Friday 14th June 2019 at 1.00 p.m. in the Board Room

Sl. No.	Members	Signature
1	Dr. Daniel Fernandes, SJ	
2	Dr. Nirmala Joseph	
3	Ms. Sneha S Rai	
4	Ms. Ravi Darshini	
5	Dr. Antony Oliver	
6	Dr. Shivakami Rajan	
7	Ms. Veenu Joy	
8	Dr. Ruqsana Anjum	
9	Dr. Shubhra Rahul	
10	Dr. Suganthi Pais	
11	Ms. Nischitha	
12	Ms. Komal A Dave	
13	Ms. Nikhath Asrar	
14	Dr. Muralidharan	

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Date :.....14/06/2019.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 1:00 p.m. in the Board Room

Agenda for the meeting:

1. Feedback Stakeholders
2. Student Elections
3. Website Revamping and Updating
4. Departmental Seminars plan
5. International Trips plan.

Members Present:

Dr Daniel Fernandes, Fr.Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi Rani, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

Special Invitee: Mr. Raj Sadhwani.

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/ Suggestions	Discussion Outcome	Action To Be Taken
Feedback Stakeholders	IQAC Coordinator	<ul style="list-style-type: none"> Stakeholders feedback discussion SQAC importance highlighted. 	IQAC
Student Elections	Student Governor	<ul style="list-style-type: none"> Changes in the composition of the council was proposed due to the shift system introduced 	Student Governor.
Website Revamping and Updating	Principal	<ul style="list-style-type: none"> NAAC requirements to be considered and changes to be done in website 	Website Coordinator.
Departmental Seminars plan	Registrar	<ul style="list-style-type: none"> One international, national, city level to be organized 	HODS
International Trips plan	Principal	<ul style="list-style-type: none"> Study Tour to be combined with trips Literature Tours to be organized Culture immersion program to be planned 	International Desk and HODs

There were no other matter to be discussed and the meeting ended with a cordial note.

Dr. Shivakami Rajan
IQAC Coordinator
IQAC Co-Ordinator
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Sjcc Mail - TQM meeting on 24/02/2020



SJCC IQAC <iqac@sjcc.edu.in>

TQM meeting on 24/02/2020

joys malini <secretary@sjcc.edu.in>

Sat, Feb 22, 2020 at 10:31 AM

To: registrar sjcc <registrar@sjcc.edu.in>, coe <coe@sjcc.edu.in>, viceprincipal shift1 <viceprincipalshift1@sjcc.edu.in>, Vice Principal <viceprincipalshift2@sjcc.edu.in>, "bcomhod ." <bcomhod@sjcc.edu.in>, BBA SJCC <bbahod@sjcc.edu.in>, pgdept pg <pgdept@sjcc.edu.in>, shubhra rahul <shubhra@sjcc.edu.in>, "iqac ." <iqac@sjcc.edu.in>, "suganthi ." <suganthi@sjcc.edu.in>, komal dave <komal@sjcc.edu.in>, "nischitha ." <nischitha@sjcc.edu.in>, nikhath asrar <nikhathasrar@sjcc.edu.in>, murali@sjcc.edu.in

Cc: "principal @sjcc.edu.in" <principal@sjcc.edu.in>

Notice to the TQM Members:

There will be a TQM meeting on **Monday 24th February 2020 at 11.00 a.m.** in the Board Room. Kindly be present.

Regards,

--
Mrs. Joys Malini
Secretary to the Principal
St. Joseph's College of Commerce
#163, Brigade Road,
Bangalore - 560 025
Ph No: 080 - 25360644/6



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Date :.....24/02/2020.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 11:00 a.m. via Online, Zoom meeting

Agenda for the meeting:

1. Discussion and finalisation of NAAC Peer Team Visit-
2. Dates finalisation of College day, valedictory day.
3. Conduct of paperless exam
4. Classes missed on account of NAAC work by Faculty members- Extra Classes.
5. Any other matter

Members Present-

Dr Daniel Fernandes, , Dr Nirmala Joseph, Ms Sneha Rai, Dr Ravidarshini, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Venu Joy, Dr Ruqsana Anjum, Dr Shubra Rahul, Dr Suganthi Pais, Ms Nikhath Asrar, Dr Muralidharan, Ms Nischitha and Ms Komal Dave.

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/ Suggestions	Discussion Outcome	Action To Be Taken
NAAC Peer Team Visit	Principal	The dates slots of three days were discussed for the <u>Peer Visit</u> - 19th, 20th and 21st - 12th, 13th and 14th - 16th, 17th, 18th	Steering Committee will oversee a committee for the same.
College day & Valedictory day Dates Finalization	Principal	Valedictory-21st March 2020. Graduation day- 23rd March. College Day-24th March Students last working day is 24th March 2020. Media Dept will schedule the dates for Group, Association, Class photographs	Vice Principal to form Committee for the College and Valedictory
Conduct of paperless exam	Principal	PG Exams and One UG Program would take up the Paperless Exme	COE would be in charge
Extra Classes	HODs	Classes Missed on account of NAAC	Concerned Subject teachers to schedule Extra Class schedule after discussion with HODs.
Any other mater	Principal	Exit Interview plan	HOD would formulate the plan

There were no other matter to be discussed and the meeting ended with a cordial note.

Dr. Shivakami Rajan
IQAC Coordinator

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TQM MEETING-NOTICE TO THE STAFF MEMBERS Date :

There will be a TQM meeting on Tuesday 24th September 2019 at 11.00 a.m. in the Board Room. Kindly be present

Agenda for the meeting:

- Discussion on the Departmental Evaluation report required by NAAC.
- Any other

The following staff members are requested to be present in Room.

Sl. No	Names	Signature
1	Dr. Daniel Fernandes, SJ	<i>[Signature]</i>
2	Dr. Nirmala Joseph	<i>[Signature]</i>
3	Dr. Rajaram	<i>[Signature]</i>
4	Dr. Antony Oliver	<i>[Signature]</i>
5	Ms. Ravi Darshini	<i>[Signature]</i>
6	Ms. Sneha Rai	<i>[Signature]</i>
7	Ms. Veenu Joy	<i>[Signature]</i>
8	Dr. Ruqsana Anjum	<i>[Signature]</i>
9	Dr. Shubhra Rahul	<i>[Signature]</i>
10	Dr. Shivakami Rajan	<i>[Signature]</i>
11	Dr. T. H. Lavakumar	<i>[Signature]</i>
12	Dr. Suganthi Pais	<i>[Signature]</i>
13	Ms. Muktha	<i>[Signature]</i>
14	Ms. Komal A Dave	<i>[Signature]</i>
15	Dr. Raja Jebasingh	<i>[Signature]</i>
16	Ms. Nischitha	<i>[Signature]</i>
17	Ms. Nikkath Asrar	<i>[Signature]</i>
18	Dr. Muralidharan	<i>[Signature]</i>
19	Mr. Raj Sadhwani (Special invitee)	<i>[Signature]</i>

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Date :.....24/09/2019.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 11:00 a.m. in the Board Room

Agenda for the meeting:

1. Discussion on the Departmental Evaluation Report required by NAAC
2. Any Other

Members Present:

Dr Daniel Fernandes, Fr.Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi Rani, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

Special Invitee: Mr. Raj Sadhwani.

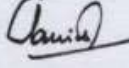
The meeting started with a prayer.

Discussions

Subject/Issue	Matters/Suggestions	Discussion Outcome	Action To Be Taken
The Departmental Evaluation Report required by NAAC	NAAC Coordinator	<ul style="list-style-type: none"> Department Heads to formulate this data for 5 years 	Registrar and IQAC
Any other Matter,	NAAC Coordinator	<ul style="list-style-type: none"> Documentation at the Program Departments to be done in lines with the NAAC Feedback, MOMS and ATRs to be filed separately Language Department to relook into the BOS documentation. 	HODs

There were no other matter to be discussed and the meeting ended with a cordial note.


 Dr. Shivakami Rajan
 IQAC Coordinator
 IQAC Co-Ordinator
 St. Joseph's College of Commerce
 163, Brigade Road, Bangalore - 25


 Dr. Daniel Fernandes, SJ
 Principal
 St. Joseph's College of Commerce
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 163, Brigade Road, Bangalore-25

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

TQM Meeting

Date : 28/05/2020

There will be a TQM meeting on Thursday 28th May 2020 at 11.30 a.m. in the College Board Room.

Agenda:

1. Commencement of the Academic year and orientation schedules
2. Admission updates
3. Exam related issues
4. Briefing/clarification on research activities and department activities
5. Any other matter

Sl. No	Name	Signature
1	Dr. Daniel Fernandes, SJ	
2	Rev. Fr. Arun Sunil Lobo, SJ	
3	Dr. Nirmala Joseph	
4	Ms. Sneha S. Rai	
5	Dr. D. Raja Jebasingh	
6	Dr. Antony Oliver	
7	Dr. Shivakami Rajan	
8	Dr. Suganthi Pais	
9	Dr. Ruqsana Anjum	
10	Ms. Komal A Dave	
11	Ms. Vedapradha	
12	Ms. Sumithra Sreenivasan	
13	Mr. Giridhar Naidu	
14	Dr. Theresa Rathi Rani	
15	Dr. Ritty Francis	
16	Dr. Deepika Joshi	
17	Mr. Vinay Kambipura	

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163, ಬ್ರಿಗೇಡ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು-560 025.

Date :.....28/05/2020.....

Internal Quality Assurance Cell-Minutes of the TQM Meeting at 11:30 a.m. in the College Board Room

Agenda for the meeting:

1. Commencement of the Academic year and orientation schedules
2. Admission updates
3. Exam related issues
4. Briefing/ clarification on research activities and department activities
5. Any other matter

Members Present-

Dr Daniel Fernandes, Fr.Arun Lobo, Dr Nirmala Joseph, Ms Sneha Rai, Dr Raja Jebasingh, Dr Antony Oliver, Dr Shivakami Rajan, Dr Suganthi Pais, Dr Ruqsana Anjum, Ms Komal Dave, Ms Vedapradha, Ms Sumitra Sreenivasan, Mr Giridhar Naidu, Dr Theresa Rathi Rani, Dr Ritty Francis, Dr Deepika Joshi and Mr Vinay Kambipura.

The meeting started with a prayer.

Discussions

Subject/Issue	Matters/ Suggestions	Discussion Outcome	Action To Be Taken
Commencement of the Academic year and orientation schedules	Vice Principal	Schedule of the Academic Year with Orientation Dates were agreed upon	Adherence to be captured by Vice Principal
Admission updates	Heads of Department	Details of the nos. of application received, the online process procedure approved, dates and mode agreed upon	Heads of Department to take charge
Exam related issues	COE	COE-plans for 70 marks and 30 marks mode, method of online examinations, evaluation agreed upon	COE to send detailed instructions to the staff members
Updates of Departmental Activities	Heads of Departments	Updates on the recent events and proposed activities were discussed	Departmental reports to be submitted by each Head.

There were no other matter to be discussed and the meeting ended with a cordial note.

Dr. Shivakami Rajan
IQAC Coordinator

IQAC Co-Ordinator
St. Joseph's College of Commerce
163, Brigade Road, Bangalore - 25

Dr. Daniel Fernandes, SJ
Principal

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