



SURANA COLLEGE (AUTONOMOUS)

AFFILIATED TO BANGALORE UNIVERSITY

(A UNIT OF GDA FOUNDATION TRUST)

No-16, South End Road
Bengaluru, Karnataka-560004
Phone: 080-26642292 | 26541095

4TH Minutes of the Meeting of ACADEMIC COUNCIL

held on 23rd September, 2023, at 10.00 am
at Surana College Autonomous, South End Campus





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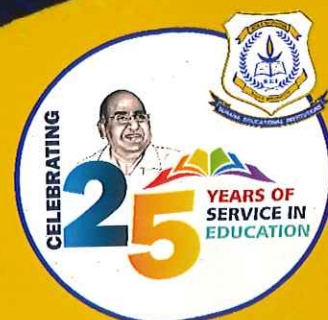
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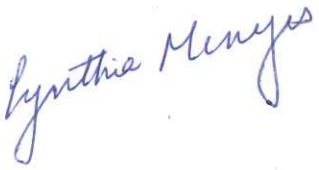

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at Surana College Autonomous, South End Campus





**4th Meeting of Academic Council (AC), Surana College Autonomous held on
23rd September, 2023**

Members Present:

SL. NO	NAME & DESIGNATION	STATUS IN THE ACCADEMIC COUNCIL	SIGNATURE
1	Dr. D.N.S.Kumar Principal & Academic Director Surana College Autonomous	Chairman	
2	Dr. Chandrakant. S. Karigar Professor of Biochemistry Bangalore University	Member (University Nominee)	
3	Dr. Cynthia Menezes Prabhu Professor of Management Studies Canara Bank School of Management Studies (CBSMS) Bangalore University	Member (University Nominee)	
4	Dr. K.S. Vijayalakshmi Professor of History Bangalore University	Member (University Nominee)	 23/9/23
5	Dr. Sandeep Shastri Vice Chancellor Jagran Lakecity University	Member (Education Field)	(Virtual)
6	Dr. Ramesh, Dean- International Programmes & Partnerships, Mount Carmel College	Member (Education Field)	



7	F.R. Singhvi Joint Managing Director Sansera Engineering Pvt. Ltd.	Member (Industry Field)	ABSENT
8	Devang Bhandari Global COO – ESG Advisory KPMG	Member (Industry Field)	ABSENT
9	Aditya Siroya Co-founder at rePurpose Global	Member (Industry Field)	ABSENT
10	Dr. A. Srinivas Professor & Head Dept of Computer Applications/CS & Director-L&D, SEI	Member	A. Srinivas
11	Dr. Ranga Raju. M.S Director-MBA Programme Surana College Autonomous, PG Depts	Member	for R. Srinivas
12	Dr. Sudarshan.H.L Associate Professor & Head PG Dept. of Studies in Psychology Surana College Autonomous	Member	Dr. Sudarshan
13	Dr. Balaji.K Professor & Head MCA Programme, Surana College Autonomous, PG Depts.	Member	Balaji
14	Shiva T , Assistant Professor & Incharge of PG Dept. of Studies in Commerce	Member	Shiva T

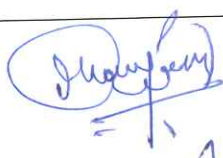
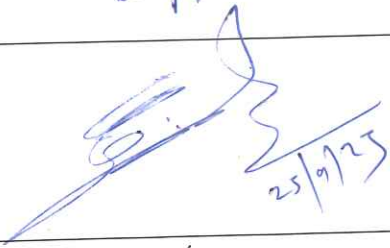


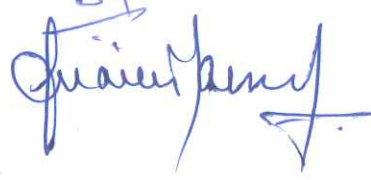


Surana College Autonomous		
Medini Prabhu		
15	Assistant Professor & HOD of English Surana College Autonomous	Member Secretary <i>med</i> <i>23/9/23</i>
Dr. Vatsala Mohan		
16	Associate Professor & HOD of Kannada Surana College Autonomous	Member <i>Vatsala Mohan</i> <i>23/9/23</i>
Dr. Tirumal,		
17	Associate Professor & HOD of Sanskrit Surana College Autonomous	Member <i>Tirumal</i>
Chandana Jain,		
18	Assistant Professor & HOD of Hindi Surana College Autonomous	Member <i>Chandana Jain</i>
Srinivasa S		
19	Assistant Professor & HOD of Physics Surana College Autonomous	Member <i>ABSENT</i>
Marulasiddappa. T.R		
20	Associate Professor & HOD of Mathematics Surana College Autonomous	Member <i>T.R. Marulasiddappa</i> <i>23/9/23</i>
Dr. Sumaiya Tabassum		
21	Assistant Professor & HOD of Chemistry Surana College Autonomous	Member <i>Sumaiya</i> <i>23/9/23</i>
Dr. Malini Shetty A G,		
22	Assistant Professor &	Member <i>Malini Shetty</i>





	HOD of Botany Surana College Autonomous		
23	Dr. Farzana Tasneem. M.I Assistant Professor & HOD of Biotechnology Surana College Autonomous	Member	<i>Farzana</i>
24	Navaruna Borah Assistant Professor & HOD of History Surana College Autonomous	Member	<i>Navaruna Borah</i>
25	Simran Parveen Assistant Professor & HOD of Political Science Surana College v	Member	<i>Simran Parveen</i>
26	Shruthi B C Assistant Professor & HOD of Journalism Surana College Autonomous	Member	<i>Shruthi</i>
27	Bhavana. S Assistant Professor & HOD of Psychology Surana College Autonomous	Member	<i>Tyanya</i>
28	Ragini. B Assistant Professor & HOD of Tourism Surana College Autonomous	Member	ABSENT
29	Mini K. Abraham Associate Professor & HOD of Commerce Surana College Autonomous	Member	<i>Mini K. Abraham</i>
30	Muralidhar.V Associate Professor &	Member	<i>Muralidhar V</i>



	HOD of Management Surana College Autonomous		
31	Manjanna. B P Director of Physical Education Surana College Autonomous	Member	
32	Girish. G Chief Administrative Officer Surana Educational Institutions	Member	 25/9/23
33	K.S. Reddy Chief Accounts Officer Surana Educational Institutions	Member	
34	Dr. Harish Ugraiah Controller of Examination Surana College Autonomous	Member	
35	Dr. Vanishree Dean- Research & Consultancy Surana Educational Institutions	Member	 23/09/2023
36	Dr. Naveen Kumar T. Professor -& HOD, PG Department of Studies in Biochemistry, Surana College Autonomous	Member	 23/9/2023
37	Ms. Vaishnavi S, Assistant Professor & HOD of Economics. Surana College Autonomous	Member	
38.	Dr. B.R. Satyanarayana li		
39.	Navin Ganswal Project Head - Admissions.		



40	Mrs. Vidya.A Assistant Professor & HOD of Computer Science, Surana College Autonomous	Member	
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41	Ms. Deepa. Director - Industry Institution Interaction Cell Surana Educational Institutions	Member	
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MINUTES OF THE 4TH ACADEMIC COUNCIL MEETING

Date: September 23rd, 2023

Time: 10:00 a.m. to 12:30 p.m.

Venue: Board Room, Surana College Autonomous, Southend Campus

MINUTES OF MEETING:

1. The meeting commenced with a silent prayer.
2. Professor Medini Prabhu, Member Secretary of the Academic Council Committee, welcomed all the attendees.
3. Dr. Cynthia, Dr. Vijayalakshmi, Dr. Ramesh, and Dr. Chandrakant were welcomed as academic council members.
4. Dr. DNS Kumar, the Principal and Academic Director of Surana College Autonomous, chaired the meeting.
5. Dr. DNS Kumar and Dr. Shrinivas were welcomed by Professor Medini Prabhu.
6. Dr. DNS Kumar provided an introductory overview:
 - a. Highlighted faculty initiatives to improve the institution.
 - b. Introduced the newly added Admission Division.
 - c. Discussed the role of the Industry Cell.
 - d. Mentioned the Physics Department's initiative to conduct a global Webinar.
 - e. Discussed the initiation of talks by IQAC.
7. A brief overview of the third academic meeting was discussed and reviewed by Prof. Medini Prabhu.
8. Agenda Sharing:

The agenda for the fourth Academic Council meeting was shared with the members.
9. The Academic Council members approved the meeting and the agenda for the fourth Academic Council.

10. Admission for 2023-24:

- a. Mr. Girish, the Administrative Officer, presented the admission intake for both undergraduate and postgraduate courses.
- b. Dr. Cynthia inquired about the admission intake for MSc Psychology and MSc Chemistry, which appeared to be lower.
- c. Mr. Naveen, the Admission Head, clarified the query from the admission department and informed that a new admission team was being formed, with plans to add 22 more members in the coming days to strengthen the team. They will work on student admissions.
- d. Dr. Cynthia questioned the facilities in the MSc Chemistry Department.
- e. Dr. Naveen, the Head of the Chemistry Department, explained the laboratory facilities and mentioned plans to introduce more laboratories in the future as they were currently using the same laboratory.
- f. Dr. Sumaiya discussed the introduction of MSc Organic Chemistry by Bangalore University, which will attract the students to take admission.
- g. Dr. Naveen and Dr. Sumaiya explained the significance of MSc Organic Chemistry and its growing demand among students.
- h. Dr. Cynthia suggested a detailed discussion on laboratory usage in the next Academic Council meeting.

- i. Mr. Shiva, the HOD of the M.Com Department, explained the M.Com intake, which was lower for the academic year 2023-24.
 - j. Dr. Cynthia discussed the B.Com intake and suggested attracting in-house students for M.Com admissions by providing orientation and explaining the PG course to graduate students.
 - k. Mr. Muralidhar, the HOD of the B.B.A. Department, mentioned the trend of students opting for more MBA courses for higher education after completing B.Com, which might be one reason for the lower M.Com admissions.
 - l. Mr. Naveen from the Admission Department discussed his strategies for increasing PG course admissions.
 - m. Dr. Cynthia suggested various steps to attract more students to the college, such as making classes more interactive, offering diverse courses, engaging in extracurricular activities, and providing job placement opportunities.
 - n. Professor Medini Prabhu provided an overview of the total intake for the year 2022-23 and highlighted the differences in intake across various courses.
11. The Academic Council members approved the admissions for the academic year 2023-24.
 12. The Academic Council also approved the equivalence of students who would join directly for the second year or beyond.

13. Discussion on Autonomous Batch Results (2022 Onwards):

- a. Dr. Harish commenced the discussion by presenting the results of the undergraduate courses for the academic year 2022-2023.
- b. Dr. Cynthia inquired about the BA course results, specifically regarding the pass rate of students.
- c. The principal explained that an increasing number of sports students had been enrolling in BA courses, which might have impacted the overall results.
- d. Dr. Cynthia asked about the total number of students who had passed, which were 222 pass students out of 275, asked to improve.
- e. Professor Medini elaborated on the syllabus module, which had originally been designed for a four-year course with majors. She mentioned that efforts were being made through various Board of Studies (BOS) meetings to make the module more flexible and student-friendly, aiming for higher pass percentages.
- f. Professor Medini also highlighted the recent changes made to the question paper pattern, making it more student-friendly.
- g. Dr. Cynthia inquired about the pass percentages of Bangalore University and also discussed supplementary exams and how results were reflected on the marks cards.
- h. Dr. DNS Kumar explained that even if students fail in one subject, it affects their overall marks significantly.
- i. Dr. Cynthia asked about the attendance of sports students and whether assignments were used to maintain their attendance.
- j. Dr. Ramesh questioned the admission process and how the quality of admitted students might affect the pass percentage. The principal clarified that all pass students were given admission.
- k. Dr. Cynthia suggested analysing the results further to identify ways to improve student performance.
- l. Following the undergraduate results discussion, Dr. Harish presented the results analysis for postgraduate students.
- m. Dr. Harish explained that while the postgraduate courses initially did not have a 100% pass rate, supplementary exams were conducted, resulting in a 100% pass rate for all postgraduate courses, including MBA, MCA, MSc, and M.Com.

- n. Dr. Cynthia suggested implementing the Compound Annual Growth Rate (CAGR) process for examinations.
- o. The results of the last batch of students affiliated with Bangalore University were also presented.
- p. Dr. Cynthia inquired about the availability of Fastrack exams for all students, as some might not be aware of this option during regular exams.
- q. Dr. Harish continued by discussing reforms within the examination cell, specifically regarding Continuous Internal Assessment (CIA).
- r. Dr. Chandrakant asked about the review and moderation of results during the valuation process and questioned the role of external examiners.
- s. Dr. Harish explained that external examiners were involved in the review process. For undergraduate courses, externals performed reviews, while for postgraduate courses, externals conducted double valuations.
- t. Dr. Harish detailed the measures in place for handling malpractice, including the existence of a review committee responsible for addressing any incidents.

The Academic Council members approved the steps taken by the examination branch and the results of the autonomous batch.

14. Discussion on Board of Studies Proceedings for PG and UG Courses:

- 15. focused on reviewing the proceedings of the Board of Studies (BOS) for both postgraduate (PG) and undergraduate (UG) courses. Professor Medini Prabhu initiated the discussion and asked members from each course to provide a brief overview of their respective BOS meetings.

PG Courses –

- a. Dr. Satish presented the proceedings of the BOS meeting for **MBA** programs, highlighting the following points:
 - i. The MBA program offers specializations in finance, HR (Human Resources), and business analytics, catering to diverse career interests.
 - ii. Mr. Satish mentioned the introduction of a four-credit minor course, which includes topics related to psychology and computer analysis within the MBA program.
 - iii. Dr. Cynthia suggested reducing the four-credit minor course to a three-credit course to allow students more time for their core discipline papers.
- b. Dr. Balaji explained the BOS proceedings for the **MCA** (Master of Computer Applications) department, emphasizing the importance of research in the fourth semester.
- c. Dr. Sudarshan provided insights into the BOS proceedings for **MSc Psychology**, including the following key points:
 - i. Some papers were moved from the fourth semester to the other three semesters, with a focus on experiential learning through practical approaches in the fourth semester.
 - ii. The first semester's curriculum now includes research-based papers, enabling students to delve into specialized areas from the second semester onwards.
 - iii. Two credits are allocated to students for their publications, encouraging research and scholarly contributions.
 - iv. Dr. Cynthia suggested sharing authorship marks equally between students and professors, promoting collaboration and recognition.
 - v. Dr. Sudarshan proposed offering licensed Rehabilitation Council of India (RCI) courses online for parents, serving as a support group.

- vi. Discussions also included the Surana Welding Centre, which benefits students, faculty, and external stakeholders.
- d. Dr. Naveen explained the BOS proceedings for **MSC Chemistry** and addressed queries, including topic allocation to students.
- e. Prof. Shiva presented the BOS proceedings for the **M. Com** department, focusing on curriculum enhancements:
 - i. The department utilizes advanced research methodology software to aid students.
 - ii. Dr. Ramesh inquired about including artificial intelligence in the curriculum.
 - iii. Academic council members suggested increasing the department's visibility to attract more admissions.
 - iv. Dr. Cynthia congratulated Shiva on his initiatives and suggested including operations research (OR) in the curriculum.
- f. The Academic Council members approved the proceedings of the Board of Studies (BOS) for postgraduate (PG) courses. These discussions were crucial for ensuring the alignment and enhancement of the academic programs.

16. Board of Studies (BOS) Proceedings for UG Courses

The agenda proceeded to discuss the proceedings of the Board of Studies for undergraduate (UG) courses.

- a. Professor Mahalaxmi presented the **B.Com** department's BOS proceedings.
- b. Professor Muralidhar discussed the BOS proceedings for the **BBA** department.
- c. Professor Vidya explained the BOS proceedings for the **BCA** department, mentioning that the Higher Education Council of Karnataka had recently suggested a shift from a three-credit course to a four-credit course.
- d. Professor Muralisiddappa presented the BOS proceedings for the **BSc** department.
- e. Professor Shruti discussed the BOS proceedings for the **BA** department.
 - i. Dr. Cynthia inquired about the inclusion of additional courses relevant to civil services exams or job-oriented fields in the BA syllabus.
 - ii. Professor Medini explained that students often choose subjects like history, economics, and political science in preparation for civil services examinations. Additionally, subjects like tourism, journalism, and psychology are chosen for their industry based knowledge.
 - iii. Professor Simran elaborated on how civil service topics, such as public administration, had been incorporated into the political science syllabus. This enables students to study both the syllabus and courses beneficial for upcoming exams.
- f. Professor Chandana provided a brief on the BOS proceedings for the **language** departments (English, Kannada, Hindi and Sanskrit)
 - i. She explained that Kannada and Sanskrit had reduced the number of chapters in their syllabi, as the syllabus provided by Bangalore University was extensive.

- 17. The meeting proceeded to discuss the introduction of new programs for the upcoming academic year 2024-25, with Dr. DNS Kumar proposing and explaining four new courses planned for introduction.

a. PGDM in Business Incubation

This program likely focuses on nurturing entrepreneurship and incubating new business ventures.

b. PGDM in Healthcare Leadership and Management

This program will be highlighting the importance of leadership skills in the healthcare sector.

c. PGDM in Data Analysis and Actuarial Science

This program likely designed to prepare students for careers in data analysis and actuarial science.

d. PGDM in AI and ML

This program will likely designed to prepare students for careers in data analysis and actuarial science.

18. Dr. Ramesh and Dr. Cynthia suggested changing the name of one of the programs. They recommended using "Actuarial Science" instead of "Actuaries" in the program name, aligning it more closely with the field it represents.

19. The Academic Council members discussed the need to seek approval for these new programs from the governing body. This step ensures that the proposed programs align with the institution's policies and meet the necessary standards for introduction.

20. These discussions aimed to introduce new, relevant programs that would benefit students and align with industry demands, while also ensuring proper approvals were obtained from the governing body.

21. Research and Consultancy Cell:

The meeting proceeded to discuss matters related to the Research and Consultancy Cell, with Dr. Vanishree, the Dean of the Research and Consultancy Cell, presenting an overview of the programs and initiatives they are proposing.

a. Dr. Vanishree informed the Academic Council about the research fellowships being offered. These fellowships aimed at promoting research activities within the institution and likely included the following:

I. **Student Research Fellowship:** Providing Rs. 1500 to undergraduate (UG) students and Rs. 2000 to postgraduate (PG) students. This scheme encourages students to engage in research activities and gain valuable research experience.

II. **External Research Fellowship:** Providing an annual grant of Rs. 1 lakh for a duration of two years. This scheme likely supports external researchers or scholars in their research endeavors.

b. The discussion also included a brief overview of research activities and publications, highlighting the progress and achievements in this area.

c. The members of the Academic Council expressed their appreciation for the Research and Consultancy Cell's efforts in encouraging and supporting both students and professors in research. This support has led to a significant increase in the number of publications, reflecting the positive impact of the cell's initiatives on research within the institution.

22. Student Engagement and Achievements:

The meeting proceeded to discuss matters related to student engagement and achievements, covering various academic, co-curricular, and extracurricular activities.

- a. Professor Manjanna provided a brief report on the activities and initiatives from the **Department of Sports and Physical Education**. This report likely covered sports-related events, programs, and achievements within the department.
- b. Professor Medini Prabhu represented the **NCC (National Cadet Corps) and NSS (National Service Scheme)** and gave a brief report on their activities. NCC and NSS are organizations that often engage students in various social and community service activities.
- c. Professor Chandana presented a report on the activities and initiatives conducted by the **Student Council**. This report likely covered student-led initiatives, events, and programs aimed at enhancing the student experience within the college.
- d. Dr. Vatsala Mohan provided a brief report on the events organized by the **Cultural Committee (Kalasiri)**. This report likely highlighted cultural events, performances, and activities conducted by the committee.
- e. These reports and discussions aimed to showcase the diverse range of activities and engagements available to students, promoting their holistic development within the college community.

23. IQAC Report Overview:

The meeting then proceeded to discuss the report from the Internal Quality Assurance Cell (IQAC), which was presented by Dr. Shrinivas.

- a. Dr. Srinivas elaborated on the measures proposed to enhance the H-Index and I-Index. These indices are essential indicators of research productivity and impact. The discussion likely covered strategies to improve research output, citations, and academic influence.
- b. Dr. Cynthia emphasized the need for proper documentation of all IQAC reports. She suggested maintaining a chronological record of these reports. This practice ensures that the institution's progress and compliance with quality assurance measures are well-documented and organized for future reference.
- c. Dr. Ramesh proposed the inclusion of some admission-related agenda items in the IQAC discussions. This suggestion aimed to align admission strategies with the institution's overall quality assurance goals.

The Academic Council members approved the overview of the IQAC report, signifying their agreement with the measures and recommendations presented in the report.

24. The agenda then shifted to a discussion about the new **IIIC Cell**, which stands for the Industry Institution and Interaction Cell. Miss Deepa presented an overview report on the IIIC policy.
 - a. Dr. Cynthia suggested enhancing the IIIC Cell's visibility and appeal. She recommended using more photographs and creating visually attractive materials to engage and attract students to the cell. This approach aimed to make the IIIC Cell more appealing to students and encourage their participation in its activities. Visual elements can often be more captivating and informative, serving as a valuable tool in student engagement and communication.
25. The meeting proceeded to discuss the **Admission Division**, with Mr. Naveen providing an overview of its functions and activities.

- a. Dr. Ramesh suggested that the Admission Division should actively advertise and showcase the work of the faculties and departments. He emphasized the need for recognition both within and outside the college.
 - b. Dr. Ramesh pointed out that many valuable initiatives by faculty members had gone unnoticed, and it was essential to highlight them to a broader audience.
 - c. Dr. Cynthia proposed an advertising strategy that includes using social media platforms, newspapers, and news channels at both national and international levels. Her suggestion aimed to create a more significant presence for the college, reaching a broader audience.
 - d. Dr. Cynthia also recommended the inclusion of an FAQ section to provide prospective students with readily available information. Additionally, she appreciated the presence of the "Appreciative Enquiry" section, recognizing its value in the Admission Division's operations.
 - e. These suggestions and discussions aimed to improve the Admission Division's visibility and effectiveness in attracting prospective students to the college.
26. Professor Medini Prabhu presented an overview of various academic and development activities conducted from February to September 2023. These activities included:
- a. Internship and placement support for students.
 - b. Career guidance programs to help students make informed choices.
 - c. The Partner in Excellence program.
 - d. Leadership development programs.
 - e. Quality Improvement Programs (QIP) and Faculty Development Programs (FDP).
 - f. Offering online courses at the college level.
 - g. Staff development programs.
 - h. Recognizing and awarding achievements of professors, including service awards for different years of service, completion of PhD, university rankings, and research contributions.
27. Dr. Satyanarayan provided an overview of **library** usage in the college, highlighting how the library resources and facilities were being utilized by students and faculty members.
28. Dr. Srinivas explained the methods used to appreciate professors and non-academic staff during Teacher's Day celebrations. This includes recognizing service milestones (20+, 15+, 10+, and 5+ years of service), acknowledging those who completed their PhDs, achieved university ranks, and made significant contributions to research activities.
29. Various other professors shared brief summaries of the initiatives they had undertaken within their respective departments:
- a. Dr. Tirumal, (HOD Sanskrit department) discussed initiatives and developments within the Sanskrit department.
 - b. Dr. Malini Shetty (HOD Botany Department) presented the initiatives and progress made by the Biotech department.
 - c. Professor Tejaswini highlighted the initiatives taken within the Psychology department.
 - d. Professor Navaruna, (HOD History Department) discussed the department's initiatives and achievements.
 - e. Professor Vaishnavi, (HOD Economics Department) provided insights into the initiatives and developments in the Economics department.

30. Suggestions by Academic Council member

- a. **Dr. Ramesh** proposed a shift towards more practice-oriented courses and emphasized the concept of creating value for students as customers. This approach focuses on enhancing the practical aspects of education and ensuring that students receive maximum value from their educational experience.
 - b. **Dr. Cynthia** expressed her appreciation for the "Appreciative Enquiry" of the Admissions Partner in Excellence program and the one-month general program provided to students before starting their regular courses. She acknowledged that these initiatives give students a better understanding of how the college operates.
 - c. She also suggested the establishment of a global alumni database, including chapters in locations like Dubai and the USA. This would strengthen the college's alumni network and increase its significance.
 - d. **Dr. Chandrakant** appreciated the various student activities organized by different departments and highlighted the importance of student engagement programs. He encouraged the implementation of more faculty development programs to enhance their skills and apply them effectively within the college.
 - e. Dr. Chandrakant also mentioned the "*Malavia Mission Teachers Training Program*," previously known as HRDC. It is an online program focused on eight National Education Policy (NEP) themes, aimed at training and developing teachers.
 - f. **Dr. Vijayalakshmi** commended the overall work done by the college and offered suggestions to strengthen the humanities department. She emphasized the need for increased advertising and recognition of the humanities department's importance. Humanities courses play a crucial role in developing human values among all students.
31. Dr. DNS Kumar extended his gratitude to the Academic Council members, staff, faculty and technical team for their cooperation and contributions. He also expressed thanks to the SEI Group for their support.
32. Professor Medini Prabhu shared the tentative date for the fifth Academic Council meeting, scheduled for April 2024.
33. Professor Medini Prabhu delivered the vote of thanks, expressing appreciation for everyone's active participation and valuable contributions during the meeting.

With the completion of the discussion and the vote of thanks, the 4th Academic Council meeting came to a close, marking another productive session dedicated to the enhancement of educational and developmental initiatives within the institution.
