



Sindhi College

(Sponsors : Sindhi Seva Samiti)

#33/2B, Hebbal, Kempapura, Bengaluru – 560024

Permanently affiliated to Bengaluru City University

Re-accredited by NAAC Recognised by UGC under 2(f) & 12(B)

An ISO 9001:2015 Certified Institution

CRITERIA:6 GOVERNANCE,LEADERSHIPANDMANAGEMENT

INSTITUTIONALVISIONANDLEADERSHIP

The governance of the institution is reflective of and in tune with the vision and mission of the institution.

Vision

To nurture creativity,talent and performance by providing high quality education in a state-of-the-art environment and mould a spiring youth into future leaders.

Mission

- Inculcating high value through integrity
- Empowerment through knowledge
- Development through social conscience
- Community upliftment through employability

Core Values

- Academic Excellence
- Access, Equity and Relevance
- Skill Development
- Global Competence
- Value Based Education
- Holistic Development

Goals

- To develop spirit of inquiry, scientific temperament and pursuit of knowledge among students and faculty
- To impart quality education that would endow students with knowledge and skills which will endure them for life?
- To create an environment in the institution which is conducive for achieving academic excellence
- To usher in total quality management.
- To impart value based education.
- To sensitize students on gender related issues and strive towards women's empowerment and gender equality.

- To strive towards development of healthy stakeholders' relationships.
- To bring about transparency in organizational functioning through decentralized governance and participative management.
- To improve ethics and work culture in the institution.
- Sensitize students and create a sense of responsibility towards social, environmental issues and national development

Objectives

- To nurture a culture of continuous improvement in all facets of the institution in tune with the emerging trends in the field of education
- To motivate students to pursue academic excellence.
- To inculcate life skills like discipline, punctuality and regularity.
- To ensure that the institution functions as per the rules and regulations stipulated by the university and the government as regards conduct of classes, examination and evaluation.
- To provide variety of academic programmes and elective options to the aspiring students to meet the changing needs of the society
- To adopt student centric teaching–learning techniques.
- To promote innovations in teaching–learning process.
- To encourage staff to enhance the professional competency.
- To promote research culture in the institution.
- To bring about holistic development of the personality of students through conduct of curricular, co-curricular and extra-curricular activities.
- To enhance accessibility for students belonging to socially and economically weaker sections of the society by providing financial and moral support.
- To promote environmental consciousness among students and faculty.
- To involve students in community oriented outreach programmes and nation building activities so as to produce socially and culturally conscious citizens with concern for community and national large.
- To establish Academia-Industry linkage.
- To promote entrepreneurship.
- To maintain state-of-the art infrastructure and congenial learning environment.
- To adopt self-assessment processes and analyze performance against well set benchmarks.

The college is permanently affiliated to Bengaluru Central University. It is a self-financing, co-education college imparting quality education in the streams of Science, Commerce and Humanities, offering UG and PG courses. The college is recognized UGC

under 2(f) and 12(B). It is presented with the “Best Emerging Private College in Karnataka” award by Global Triumph Foundation. Adding another feather to its cap, the college is ISO 9001:2015 certified institution for rendering quality education.

The objective of the institution is to create an indelible mark on the canvas of higher education with a vision to expand the horizons in the realm of teaching-learning, wherein young talented students are groomed and transformed into thinkers, researchers and entrepreneurs seeking opportunities in the industry or academics. The institution is making all out efforts to build confidence among the students to excel in academics, professional ventures and personal lives.

The college has a team of highly qualified, dedicated and multi - faceted faculty who guide the students to become academically competent, professionally superior, industrious and socially responsible. The college is endowed with state-of-the-art infrastructure. We are very proud to place on record that the college has made commendable contribution in shaping careers of hundreds of its students and has played a significant role in the holistic development of them, who in turn have brought laurels to the institution by their high level of performance, conduct and character.

Office Bearers for the Current Year 2023-24

SRI. SANJEEV ATMARAM	PRESIDENT
SRI. AASHISH AMARLALL	CHAIRMAN
SRI. NAVIN NICHANI	HON. SECRETARY
SRI. HARISH ISHWARDAS	HON. TREASURER
SRI. ROHIT R KUKREJA	HON. JT. SECRETARY

Board of Management - Members

SRI DEEPAK MENDA	SMT. POOJA CHHABRIA
SRI R. DEEPAK NARANG	SRI RAJA B. JUMANI
SRI HARISH S. ASRANI	SRI SHANKAR PUNJABI
SMT. KAIRA SACHDEV	SRI VARUN PRAKASH DARIRA
DR. KANYALAL KHATWANI	SRI. VINOD KUMAR G. HEMDEV (EX-OFFICIO)
SRI KISHORE A SACHDEV	SRI. RAJAN DOULATRAM (EX-OFFICIO)
SRI KRISH RAJAN BATHIJA	SRI KISHORE L ACHPAL (EX-OFFICIO)
SRI PRAKASH R NARANG (EX-OFFICIO)	

Certificate of Registration



This is to certify that the Quality Management System of:

Sindhi College

33 / 2B, Hebbal, Kempapura, Bangalore, 560 024, INDIA

applicable to:

Providing education for graduate and post graduate courses like B.Com, B.Com [LSCM], BBA, BBA[Aviation], BCA, B.Sc, BA, M.Com and M.Com (FA)

has been assessed and registered by NQA against the provisions of:

ISO 9001:2015

This registration is subject to the company maintaining a quality management system, to the above standard, which will be monitored by NQA



Managing Director



Certificate No.	600054
ISO Approval Date:	8 October 2018
Reissued:	7 October 2024
Valid Until:	8 October 2027
EAC Code:	37

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 5/10/2023 at 9.00 am in Board Room, Sindhi College, Bengaluru.

Members Present

1. Sri.Aashish Amarlall- Hon.Chairman
2. Sri.Navin Nichani- Hon.Secretary
3. Prof.Asha.N- Principal

Resolutions Passed

1. Meeting with the vendors for canteen

Mr. Raju, representing Nitrisha Café, presented the proposal to establish a canteen in the college. Management reviewed the food price quotation provided by Nitrisha Café, and it has been found acceptable. Mr. Raju has been informed that a deposit of ₹ 50,000/- needs to be made to the college as part of the agreement, a monthly rent of ₹ 6,000/- payable to the college and the current utility bill is to be paid based on the sub meter reading .

Mr.Manjunath from Udipi restaurant presented the proposal to the Management. He has been informed that a deposit of ₹ 50,000/- needs to be made to the college as part of the agreement, a monthly rent of ₹ 6,000/- payable to the college and the current utility bill is to be paid based on the sub meter reading.

Management had informed the Principal to send Two staff members to the Udipi restaurant located near Yelahanka to assess the quality and taste of the food offered by Mr.Manjunath's restaurant.

Both the vendors have been informed that, if they find the terms and conditions agreeable, they should convey their acceptance to the Principal.

2. Appointment of Receptionist and Faculty in the Computer Science Department.

The management has directed the Principal to identify a suitable candidate for the position of Front Desk Office Executive and conduct the initial round of interviews.

Due to unavoidable reasons the two shortlisted candidates for the faculty position in the Computer Science department were unable to attend the interview.

The Hon'ble Chairman has informed to the Principal that if these candidates are found to be proficient in teaching, they can be appointed for the position.

3. Approval of Cresindo Budget

The Principal provided a summary of the actual expenditure incurred on Cresindo during the previous year 2022 and presented the budget for the year 2023. The initial estimate amounted to ₹1,603,500/-. However, the Management has approved and

communicated to the Principal that the event is to be managed with a budget of ₹1,400,000/-.

4. Due to the time constraint the following agenda was deferred to the next meeting
- Finalisation of the quotation shared by Mr.Kiran for handling our Social Media and Pay per click
 - Appointment of the Vice Principal
 - Toast Master's Program

Aashish Amerlal
- 17/11/25

Chairman

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 5/10/2023

Sl.No	Agenda	Resolutions Passed	Action taken
1	Meeting with the vendors for canteen	<p>Mr. Raju, representing Nitrisha Café, presented the proposal to establish a canteen in the college. Management reviewed the food price quotation provided by Nitrisha Café, and it has been found acceptable. Mr. Raju has been informed that a deposit of ₹ 50,000/- needs to be made to the college as part of the agreement, a monthly rent of ₹ 6,000/- payable to the college and the current utility bill is to be paid based on the sub meter reading .</p> <p>Mr.Manjunath from Udupi restaurant presented the proposal to the Management. He has been informed that a deposit of ₹ 50,000/- needs to be made to the college as part of the agreement, a monthly rent of ₹ 6,000/- payable to the college and the current utility bill is to be paid based on the sub meter reading.</p> <p>Management had informed the Principal to send Two staff members to the Udupi restaurant located near Yelahanka to assess the quality and taste of the food offered by Mr.Manjunath's restaurant.</p> <p>Both the vendors have been informed that, if they find the</p>	<p>Mr. Manjunath from Udupi Kitchen declined to accept our terms and conditions, and it was noted that his restaurant has a limited varieties of food items, which is essential given the students' demand for variety.</p> <p>Mr. Raju agreed to adhere to our terms and conditions and has submitted a cheque of Rs. 50,000 to the college.</p> <p>The establishment of the canteen took place on the 27th of October. Once the Management approves the draft of the (MOU), the signing process will be initiated.</p>

		terms and conditions agreeable, they should convey their acceptance to the Principal.	
2	Appointment of Receptionist and Faculty in the Computer Science Department	<p>The management has directed the Principal to identify a suitable candidate for the position of Front Desk Office Executive and conduct the initial round of interviews.</p> <p>Due to unavoidable reasons the two shortlisted candidates for the faculty position in the Computer Science department were unable to attend the interview.</p> <p>The Hon'ble Chairman has informed to the Principal that if these candidates are found to be proficient in teaching, they can be appointed for the position.</p>	Noted
3	Approval of Cresindo Budget	<p>The Principal provided a summary of the actual expenditure incurred on Cresindo during the previous year 2022 and presented the budget for the year 2023.</p> <p>The initial estimate amounted to ₹1,603,500/-.</p> <p>However, the Management has approved and communicated to the Principal that the event is to be managed with a budget of ₹1,400,000/-.</p>	Noted
4	Due to the time constraint the following agenda was deferred to the next meeting	<ul style="list-style-type: none"> Finalisation of the quotation shared by Mr.Kiran for handling our Social Media and Pay per click 	<p>Unattended issues are as follows:</p> <ul style="list-style-type: none"> Appointment of Academic Coordinator / Vice

		<ul style="list-style-type: none"> • Appointment of the Vice Principal • Toast Master's Program 	<p>Principal</p> <ul style="list-style-type: none"> • Appointment of full time placement officer • Setting of Media Lab • Comprehensive questionnaire regarding students' feedback and expectations • Increments to Mr.Sunil • Policy for sanctioning scholarships for 2nd and final year students. • Finalisation of the quotation shared by Mr.Kiran for handling our Social Media and Pay per click • Toast Master's Program • Two dedicated telecallers for marketing and counselling • Analysis of Students Enquiry data
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- 1) SWOT
- 2) Peer Review & Annual
- 3) Toastmaster
- 4) Salary Review
- 5) Review all minutes & comprehensive procedure
since 14/8



Arvind Anand

Chairman

Staff loan
min 6 months

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 17/11/2023 at

8.45 am in Board Room, Sindhi College, Bengaluru.

Members Present

1. Sri.Sanjeev Atmaram- President
2. Sri.Aashish Amarlall- Hon.Chairman
3. Sri.Navin Nichani- Hon.Secretary
4. Sri.Harish Ishwardas-Hon.Treasurer
5. Sri.Rohit R Kukreja-Hon.Jt.Secretary
6. Prof.Asha.N- Principal

Resolutions Passed

The meeting was called to order by the President after silent prayer

1. Meeting with the old canteen vendor

The Management approved all the pending payments of the canteen vendor.

2. Approval of MOU with new canteen vendor

The Chairman instructed the Principal to forward the draft MOU to the Joint Secretary and to seek his input for the finalization of the agreement.

3. Discussion on appointment of Vice Principal

After lengthy deliberations, it was decided to provide Dr. Roopa and Prof. Radhika a second chance to attend an interview for the position of Academic Coordinator. ~~4 not~~
VP

4. To obtain a brief report on the progress of the preparations for Cresindo

The Principal apprised the Management that following the Investiture Ceremony, students would be assigned to Cresindo work.

The Principal briefed the Hon'ble President on the estimated budget for the event. The Hon'ble President directed the Principal to furnish the necessary details of requirements for the event, enabling the Management to suggest suitable vendors for the occasion.

5. Finalisation of the quotation shared by Mr.Kiran, Mindworks for handling our social media and pay per click

The Management recommended to assign our Journalism students to manage our social media portals. Due to their tech-savvy nature and extensive knowledge of social media, their talents can be encouraged and utilized effectively in handling our various social media accounts.

6. Kreedha Poshakara Award



The Principal briefed the Management about the Kreedha Poshakara Award by the Government of Karnataka. Highlighting that the institution possesses the required facilities and infrastructure for sports and actively supports sports students by providing necessary resources, it was proposed to apply for this prestigious award. The Management gave their kind consent for pursuing this opportunity.

8. BCU Badminton Tournament

The Principal conveyed to the Management about the email received from the University requesting the college to host the intercollegiate Badminton Tournament. The Management mentioned that every year we oblige to the university's request and host the event. Due to the scheduled renovation of the indoor stadium in the following month, organizing the tournament would not be feasible.

9. Candidates for the post of front desk office

The management was informed that the three candidates have been shortlisted for the position of Front Desk Executive. Resolved to schedule an interview in the following week.

10. ISO Audit and Blood Donation Camp

Principal informed the Management that ISO 9001:2015 Annual Surveillance Audit is scheduled on 18th Of December, 2023 and Blood Donation camp on 28th of November.

11. Blazers for SGC

Principal appraised the Management that every year college provides the blazer to the newly selected Student Governing Council. The Management approved the decision to procure the blazers from the same vendor who supplied the uniforms for the current academic year.

12. Yeshas Academy

As very less number of students expressed their interest in pursuing CA course, it was not feasible for the Yeshas Academy to conduct CA coaching classes at Sindhi College. However, the Management proposed to explore the possibility of establishing a CA Coaching centre in association with Yeshas Academy in Sindhi College in the upcoming year. This initiative aims to extend the facility not only to our students but also to external candidates interested in pursuing CA course

13. Increments

The Principal informed the Management that the Performance Appraisal forms have been assessed and requested approval for the increments for the year 2022-23. Resolved to present the performance appraisal in the next meeting

14. Interest free Staff Loan

The Management conveyed to the Principal that, in accordance with the Sindhi Seva Samiti Policy, staff members are not eligible to apply for a loan within a period of six months from their previous loan.

Aashish Amankh
2/11/23

Chairman

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 17/11/2023

Sl.No	Agenda	Resolutions Passed	Action taken
1	Meeting with the old canteen vendor	The Management approved all the pending payments of the canteen vendor.	Noted
2	Approval of MOU with new canteen vendor	The Chairman instructed the Principal to forward the draft MOU to the Joint Secretary and to seek his input for the finalization of the agreement.	Noted and MOU signed with the new canteen vendor
3	Discussion on appointment of Vice Principal	After lengthy deliberations, it was decided to provide Dr. Roopa and Prof. Radhika a second chance to attend an interview for the position of Academic Coordinator.	Interview was held on 21/11/2023 ^{to be}
4	To obtain a brief report on the progress of the preparations for Cresindo	The Principal apprised the Management that following the Investiture Ceremony, students would be assigned to Cresindo work. The Principal briefed the Hon'ble President on the estimated budget for the event. The Hon'ble President directed the Principal to furnish the necessary details of requirements for the event, enabling the Management to suggest suitable vendors for the occasion.	Noted
5	Finalisation of the quotation shared by Mr.Kiran, Mindworks for handling our social media and pay per click	The Management recommended to assign our Journalism students to manage our social media portals. Due to their tech-savvy nature and extensive knowledge of social media, their talents can be encouraged and utilized effectively in handling our various social media accounts.	Noted
6	Kreedā Poshakara Award	The Principal briefed the Management about the Kreedā Poshakara Award by the Government of Karnataka. Highlighting that the institution possesses the required facilities and infrastructure for sports and actively supports sports students by providing necessary resources, it was proposed to apply for this prestigious award. The Management gave their kind consent	Submitted all necessary documents for the award

		for pursuing this opportunity	
7	BCU Badminton Tournament	<p>The Principal conveyed to the Management about the email received from the University requesting the college to host the intercollegiate Badminton Tournament.</p> <p>The Management mentioned that every year we oblige to the university's request and host the event. Due to the scheduled renovation of the indoor stadium in the following month, organizing the tournament would not be feasible.</p>	Noted
8	Candidates for the post of front desk office	The management was informed that the three candidates have been shortlisted for the position of Front Desk Executive. Resolved to schedule an interview in the following week.	Noted
9	ISO Audit and Blood Donation Camp	Principal informed the Management that ISO 9001:2015 Annual Surveillance Audit is scheduled on 18 th Of December, 2023 and Blood Donation camp on 28 th of November.	--
10	Blazers for SGC	Principal appraised the Management that every year college provides the blazer to the newly selected Student Governing Council. The Management approved the decision to procure the blazers from the same vendor who supplied the uniforms for the current academic year.	Noted and procured
11	Yeshas Academy	<p>As very less number of students expressed their interest in pursuing CA course, it was not feasible for the Yeshas Academy to conduct CA coaching classes at Sindhi College. However, the Management proposed to explore the possibility of establishing a CA Coaching centre in association with Yeshas Academy in Sindhi College in the upcoming year. This initiative aims to extend</p>	Discussed with Mr.Nilesh Sharma, Yeshas Academy. Proposal yet to receive

		the facility not only to our students but also to external candidates interested in pursuing CA course	
12	Increments	The Principal informed the Management that the Performance Appraisal forms have been assessed and requested approval for the increments for the year 2022-23. Resolved to present the performance appraisal in the next meeting	Noted
13	Interest free Staff Loan	The Management conveyed to the Principal that, in accordance with the Sindhi Seva Samiti Policy, staff members are not eligible to apply for a loan within a period of six months from their previous loan.	Noted

Ashok Anand
 21/11/23
 Chairman

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 21/11/2023 at 10 am in Board Room, Sindhi Seva Samiti, KK Road, Bengaluru.

Members Present

1. Sri.Sanjeev Atmaram- President
2. Sri.Aashish Amarlall- Hon.Chairman
3. Sri.Navin Nichani- Hon.Secretary
4. Sri.Harish Ishwardas-Hon.Treasurer
5. Sri.Rohit R Kukreja-Hon.Jt.Secretary
6. Prof.Asha.N- Principal

Resolutions Passed

1. Interviewing the candidates for the front desk office position

The shortlisted candidates Ms.Sneha Mala, Ms.Pooja and Ms.Shalini were interviewed. Considering, Ms. Sneha Mala's experience and performance in the interview, it was decided to appoint her with an offer of Rs. 25,000/- per month. The Principal was informed to communicate this offer to her.

2. Appointment of Academic Coordinator

Dr. Roopa and Prof. Radhika were interviewed by the Management for the position of Academic Coordinator. It was decided to appoint Prof.Radhika as the Academic Coordinator for an initial period of six months, with the possibility of continuation based on her performance.

It was resolved to identify an external candidate for the position of Vice Principal.

3. Kannada Utsava

The Principal presented the budget for the **Kannada Utsava** Event scheduled on 25th November, 2023. The initial estimate amounted to Rs.60,000/-. However, the Management has approved and informed the Principal that the event should be managed with a budget of Rs.40,000/-

Navin N Nichani
01/12/2023

~~Aashish Amarlall~~
Chairman
01/12/23

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 21/11/2023

Sl.No	Agenda	Resolutions Passed	Action taken
1	Interviewing the candidates for the front desk office position	The shortlisted candidates Ms.Sneha Mala, Ms.Pooja and Ms.Shalini were interviewed. Considering, Ms. Sneha Mala's experience and performance in the interview, it was decided to appoint her with an offer of Rs. 25,000/- per month. The Principal was informed to communicate this offer to her.	Ms.Sneha Mala was not ready to accept the offer
2	Appointment of Academic Coordinator	Dr. Roopa and Prof. Radhika were interviewed by the Management for the position of Academic Coordinator. It was decided to appoint Prof.Radhika as the Academic Coordinator for an initial period of six months, with the possibility of continuation based on her performance. It was resolved to identify an external candidate for the position of Vice Principal.	Noted
3	Kannada Utsava	The Principal presented the budget for the Kannada Utsava Event scheduled on 25 th November, 2023. The initial estimate amounted to Rs.60,000/-. However, the Management has approved and informed the Principal that the event should be managed with a budget of Rs.40,000/-	Noted and the event was held on 5 th December,2023

Navin K. Nich...
01/12/2023

Chairman

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on
01/12/2023 at 8.30 am in Board Room, Sindhi Seva Samiti, KK Road,
Bengaluru.

Members Present

1. Sri.Sanjeev Atmaram- President
2. Sri.Navin Nichani- Hon.Secretary
3. Sri.Harish Ishwardas-Hon.Treasurer
4. Sri.Rohit R Kukreja-Hon.Jt.Secretary
5. Prof.Asha.N- Principal

Resolutions Passed

The meeting was called to order by the President after silent prayer

1. Due to the Preboard examination scheduled for PU Students from December 19th onwards, resolved to reschedule the Cresindo event initially planned on December 14th and 15th, 2023, to January 4th and 5th, 2024.
2. The Principal informed the Management that the college cultural committee has recommended a total cash prize of 1,62,000/- for various events. It was decided to replace the cash prize with gift vouchers.
3. The Management suggested to utilise the expertise of qualified and trained Music and Dance Teachers from Sindhi Schools as judges for the dance and singing competitions in the Cresindo event and to provide mementos or gift hampers instead of remuneration.
4. The Principal requested the Management to provide lunch and refreshments for the staff and student volunteers on the days of Cresindo.
The Management approved and agreed to this request

*Navin R Nichani
01/12/2023*

President

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 1/12/2023

Sl.No	Agenda	Resolutions Passed	Action taken
1	<p>Cresindo- Intercollegiate fest</p> <p>J</p>	<ol style="list-style-type: none"> 1. Due to the Preboard examination scheduled for PU Students from December 19th onwards, resolved to reschedule the Cresindo event initially planned on December 14th and 15th, 2023, to January 4th and 5th, 2024. 2. The Principal informed the Management that the college cultural committee has recommended a total cash prize of 1,62,000/- for various events. It was decided to replace the cash prize with gift vouchers. 3. The Management suggested to utilise the expertise of qualified and trained Music and Dance Teachers from 	<p align="center">Noted</p>

Noted

		<p>Sindhi Schools as judges for the dance and singing competitions in the Cresindo event and to provide mementos or gift hampers instead of remuneration.</p> <p>4. The Principal requested the Management to provide lunch and refreshments for the staff and student volunteers on the days of Cresindo. The Management approved and agreed to this request.</p>	
2			<p>Unattended issues are as follows:</p> <ul style="list-style-type: none"> • Appointment of full time placement officer • Setting of Media Lab • Comprehensive questionnaire regarding students' feedback and expectations • Increment to Mr.Sunil • Policy for sanctioning scholarships for 2nd and final year students. • Toast Master's Program

UK

Chairman K. M. M. M.
19/12/2023

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| | | | <ul style="list-style-type: none">• Analysis of Students Enquiry data• SWOT Analysis• Peer Review• Salary Revision |
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Chairman

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 19/12/2023 at 8.45 am in Board Room, Sindhi College, Bengaluru.

Members Present

1. Sri.Aashish Amarlall- Hon.Chairman
2. Sri.Navin Nichani- Hon.Secretary
3. Sri.Harish Ishwardas-Hon.Treasurer
4. Sri.Rohit R Kukreja-Hon.Jt.Secretary
5. Dr.Asha.N- Principal

The meeting was called to order by the Chairman after silent prayer

1. The Principal informed the Management the importance of motivating teachers to engage in research publications and proposed a modification to the existing research policy.
Currently, any research paper published in a UGC, Scopus index, or ABDC journal is eligible for reimbursement of up to 60% of the publication charges or Rs. 5,000/-, whichever is lower.
To encourage greater involvement in research publications among the faculty, it was resolved to increase the ceiling 75% or Rs.7,500/- of the publication charges, whichever is lower.
2. The Hon. Chairman instructed the Principal to assign numbers to all amended policies and file them separately. This measure aims to facilitate easy reference and retrieval.
3. To fill the vacancy for the Front Desk Office position or Placement Officer in the college, it is recommended to register the job opening on Indeed.com or Shiras HR Advisory & Services.
Also to contact Mr.Ashesh from AVI Consultancy for referrals for front desk office position and to use the LinkedIn platform to fill the vacancies.
4. The Management proposed conducting an external evaluation of the faculty to assess the quality of staff and identify areas for further improvement.

Aashish Amarlall

Chairman

30/01/24

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 19/12/2023

Sl.No	Resolutions Passed	Action taken
1	<p>The Principal informed the Management the importance of motivating teachers to engage in research publications and proposed a modification to the existing research policy. Currently, any research paper published in a UGC, Scopus index, or ABDC journal is eligible for reimbursement of up to 60% of the publication charges or Rs. 5,000/-, whichever is lower.</p> <p>To encourage greater involvement in research publications among the faculty, it was resolved to increase the ceiling 75% or Rs.7,500/- of the publication charges, whichever is lower</p>	<p>Noted and implemented in the research policy</p>
2	<p>The Hon. Chairman instructed the Principal to assign numbers to all amended policies and file them separately. This measure aims to facilitate easy reference and retrieval.</p>	<p>Noted</p>
3	<p>To fill the vacancy for the Front Desk Office position or Placement Officer in the college, it is recommended to register the job opening on Indeed.com or Shiras HR Advisory & Services.</p> <p>Also to contact Mr.Ashesh from AVI Consultancy for referrals for front desk office position and to use the LinkedIn platform to fill the vacancies.</p>	<p>Noted</p>
4	<p>The Management proposed conducting an external evaluation of the faculty to assess the quality of staff and identify areas for further improvement.</p>	<p>Noted Identified the external evaluators and assessment to be scheduled</p>

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Chairman

Action Taken on the pending issues

Pending Issues	Action Taken
<ul style="list-style-type: none"> • Appointment of full time placement officer 	Registered in Indeed.com, Shiras HR Advisory & Services and LinkedIn platform
<ul style="list-style-type: none"> • Setting of Media Lab 	Decision yet to be taken
<ul style="list-style-type: none"> • Comprehensive questionnaire regarding students' feedback and expectations 	In progress. By next meeting it will be submitted
<ul style="list-style-type: none"> • Increment to Mr.Sunil 	Decision yet to be taken
<ul style="list-style-type: none"> • Policy for sanctioning scholarships for 2nd and final year students. 	In progress. By next meeting it will be submitted
<ul style="list-style-type: none"> • Toast Master's Program 	Initial discussion held with Mr.Dhanush and obtained proposal The proposal had been sent in the WhatsApp group on 22 nd September, 2023 Next level of discussion with the Management is required to finalise the quotation.
<ul style="list-style-type: none"> • Analysis of Students Enquiry data 	Analysis is ready. It will be presented in the next meeting.
<ul style="list-style-type: none"> • SWOT Analysis 	SWOT has been obtained from the departments. Consolidated report will be presented in the next meeting.
<ul style="list-style-type: none"> • Peer Review 	Experts have been identified for external review of the faculty. In the first week of January, 2024 the process will commence
<ul style="list-style-type: none"> • Salary Revision 	Self appraisal forms have been collected. Management approval is required.
<ul style="list-style-type: none"> • Documentation of the Policies 	In progress.

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 30/1/2024 at 5.30 pm in Board Room, Sindhi Seva Samiti, KK Road, Bengaluru.

Members Present

1. Sri.Sanjeev Atmaram- President
2. Sri.Aashish Amarlall- Hon.Chairman
3. Sri.Navin Nichani- Hon.Secretary
4. Sri.Harish Ishwardas-Hon.Treasurer
5. Sri.Rohit R Kukreja-Hon.Jt.Secretary
6. Dr.Asha.N- Principal

Resolutions Passed

1. Interviewing the candidates for the front desk office position:

Ms.Roopa M referred by AVI Consultancy for the front desk office position, has been interviewed and resolved to appoint her. The Hon.Chairman has instructed the Principal to extend a salary offer ranging from Rs. 22,000 to Rs. 23,000 per month.

2. Exit interview with Dr.Roopa, HOD, Mathematics Department:

After serving the institution for 17 years, Dr. Roopa has submitted her resignation. In response, the management conducted an exit interview to understand the reasons behind her decision. Dr.Roopa mentioned that due to her daughter's education this decision was taken.

She requested the management to relieve her from her responsibilities. The management acknowledging her reasons, suggested that if it is feasible, she may reconsider her decision to resign.

3. Mr. Adarsh, Mr. Ravi and Mr. Sayantan, representatives from College Dekho, briefed the management on their plans for college campaigning and counselling prospective candidates for both UG courses. College Dekho committed to counselling a minimum of 100 candidates for UG admissions.

The management highlighted that the previous year's commitment was for 200 candidates but the actual count fell short. In response, Mr. Adarsh assured the management that this year, with an enhanced digital marketing campaign, they would counsel and admit at least 100 candidates.

Regarding service charges, it was decided that for less than 50 students, the charges would be Rs. 12,000 per seat. However, if the number exceeds 50 seats, then the previous year's agreed charges would be applicable.

Last year service charges are as follows:

No. of Students	Service Charges
Less than 100 upto 100	Rs.17,000/student
100-199 101-200	Rs.18,000/student
200 and onwards	Rs.21,500/student

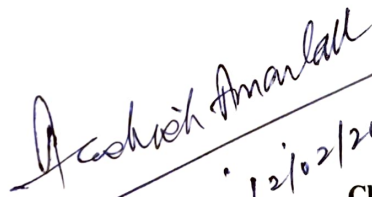
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Mr. Adarsh agreed for the same and mentioned that MOU draft would be sent to the Principal for approval.

4. The Principal briefed the Management on the ongoing efforts made by BCUTCCM and Principal's association by providing letter to the Vice Chancellor and Education Minister, urging them to halt the AICTE approval process for BBA and BCA courses. Despite these efforts, a majority of colleges believe that the UGC may not support these directives and have initiated the AICTE approval procedures. The Management advised to keep data ready for AICTE approval. After taking approval from the Board of Management the data can be uploaded in the AICTE portal.
5. The Principal provided a quotation for the staff trip to Odyssey Resort and Area 83 Resort at Kanakapura Road. The Hon. President recommended to obtain a quotation from Club Cubana Resort as it is in close proximity to the college. Recently, Sindhi High School organized their staff trip to Club Cubana Resort and received positive feedback from the staff.
6. Following the directives of the Hon. Chairman, the Principal has formulated both the Research Policy and Scholarship Policy. The Management has instructed the Principal to email these policies and to present them in the next meeting for approval.
7. With regard to the lift repair, the Principal presented the quotation from Deccan Elevators. The Management approved the quotation and instructed to proceed with the lift repair.
8. Due to time constraints, the discussion on salary revision has been deferred to the next meeting.


12/02/24
Chairman

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 12/2/2024 at 9.00 am in Board Room, Sindhi College, Bengaluru.

Members Present

1. Sri.Sanjeev Atmaram- President
2. Sri.Aashish Amarlall- Hon.Chairman
3. Sri.Navin Nichani- Hon.Secretary
4. Sri.Harish Ishwardas-Hon.Treasurer
5. Sri.Rohit R Kukreja-Hon.Jt.Secretary
6. Dr.Asha.N- Principal

Resolutions Passed

1. Finalisation of MOU draft with College Dekho:

After discussing with Mr.Ravi from College Dekho, the one time enrolment setup fee in the MOU draft has been revised from 4.5 lakhs plus GST to 2.5 lakhs plus applicable taxes. Mr. Ravi has been advised to prepare and finalize the MOU and to commence with the counselling and admission process.

2. AICTE approval for BBA and BCA courses:

The principal informed the management that the College Management Association had filed a case against the AICTE in several states including Andhra Pradesh, Telangana, Tamil Nadu, Delhi, Punjab, Maharashtra, and Assam.

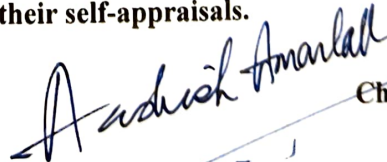
In Bangalore, VET First Grade college management is prepared to take the lead and file a case in court, with the condition that at least 50 colleges support them.

Additionally, the Karnataka Collegiate Education has notified that AICTE approval for 2024-25 is mandatory for all colleges in Karnataka.

The principal suggested that to be on the safer side, it would be wise to submit the AICTE application.

3. Salary Revisions:

The management suggested revising the staff evaluation by forming a committee or core department HODs to allot scores for faculty members. The average score would be mentioned as the perception of the committee. The Principal shall recommend a salary increase based on the marks scored by the staff in their self-appraisals.


Chairman

Action Taken Report on the Resolutions passed in the Office Bearers' and Executives Meeting held on 12/2/2024

Sl.No	Agenda	Action Taken	Remarks
1	Finalisation of MOU draft with College Dekho	MOU signed on 12/2/2024	--
2	AICTE approval for BBA and BCA courses	In progress	--
3	Salary Revisions	Noted and In progress	--


Chairman

Sindhi College

Minutes of the Meeting of Office Bearers' and Executives held on 20/2/2024 at 9.15 am in Director's Room, Sindhi Seva Samiti, KK Road, Bengaluru.

Members Present

1. Sri.Aashish Amarlall- Hon.Chairman
2. Sri.Navin Nichani- Hon.Secretary
3. Sri.Rohit R Kukreja-Hon.Jt.Secretary
4. Dr.Asha.N- Principal

Resolutions Passed

1. Discussion on Fee structure

As per the instructions of the Hon.Chairman, the Principal presented the fee structure for the academic year 2024-25, proposing a 5% increase compared to the fees of the previous year. The Chairman directed the Principal to gather information on the fee structures of renowned colleges in the northern part of Bangalore.

2. Presentation of Half Yearly report for BOM

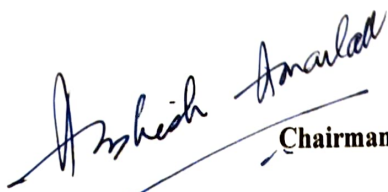
The Principal presented the draft PowerPoint presentation (PPT) for the upcoming Board of Management (BOM) meeting scheduled on 24th February, 2024.

3. Interview with Ms.Priya for front desk office position

Ms. Priya has been interviewed and selected for the front desk office position. She was offered a monthly salary of Rs. 25,000/-, which matches her previous pay.

Although she had requested Rs. 30,000/- per month, the Hon.Chairman mentioned that this higher amount could be reconsidered after 6 months, subject to a review of her performance.

Ms. Priya accepted the offer and was instructed to report on 21st February, 2024


Chairman

**Action Taken Report on the Resolutions passed in the Office Bearers' and
Executives Meeting held on 20/2/2024**

Sl.No	Agenda	Action Taken	Remarks
1	Discussion on Fee structure	Other colleges fee structure was provided to the chairman on 23/2/2024	--
2	Presentation of Half Yearly report for BOM	Half yearly report was presented in the BOM on 24/2/24	--
3	Interview with Ms.Priya for front desk office position	Reported on 21/2/2024 but without giving any reason, she stopped coming from the next day.	--



Chairman

25/9/23

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CIRCULAR-98.

A meeting with HOD's is convened on 25/9/23 in Seminar Hall at 1 p.m.

Agenda:-

1. Subject allotment - Odd Semester 2023-2024.

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Minutes of the Meeting - 98 held on 25/9/2023

Principal Prof. Asha N welcomed all the members to the meeting and the following discussion was made:-










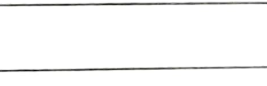
1. Subject Allotment

All department heads were instructed to do the subject allocation as per the revised subjects of the NEP and submit the same to the Principal.

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Members Present:-

- | | <u>Signature</u> |
|-------------------------|---|
| 1. Ms. Jayashree Tambad |  |
| 2. Ms. Sasikala. U |  |
| 3. Ms. Radhika. E.K |  |
| 4. Dr. Roopa. B.A |  |
| 5. Dr. Padmarathy. K |  |
| 6. Dr. Kariyanna. S |  |
| 7. Dr. Ranjana Pillai |  |
| 8. Mr. Subramanya. N.R |  |
| 9. Mr. Sandesh |  |
| 10. Mr. Koushik |  |

10/10/23.

DATE	/	/
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CIRCULAR-99.

A staff meeting is convened on 10/10/23 in Seminar Hall at 2 p.m.

Agenda:-

1. Composition of Committees for the year 2023-2024.

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Minutes of the Meeting - 99 held
on 10/10/2023.

Principal Prg. Asha. N welcomed
all the members to the meeting
and the following discussions
were made -

Resolutions Passed.

1. Composition of Committees for the
year 2023-2024 is approved as
per the list enclosed.

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Asha

11/23

DATE	/	/
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CIRCULAR-100

A staff meeting is commened on 10/11/23 in Seminar Hall at 3 pm.

Agenda:

1. E-mail notes
2. Semester fees.

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Minutes of the Meeting - 100 held
on 10/11/23

Principal Prof. Akha.N welcomed all the members to the meeting and the following discussions were made:-

1. E-mail notes

HOD's were instructed to send the study material and chapter/unit wise questions to the students through email without fail.

2. Semester fees

All HOD's are informed to make an announcement in their respective classes that students who have not cleared their college fees are required to pay at the earliest.

A.N.

S.N	BCU STAFF	Sign	S.N	BCU STAFF	Sign
1	Dr. ASHA N		40	Prof. Felix M	
2	Mr.DEVARAJU S		41	Prof. Packiya Lekshmi	
3	Prof. VAIDYESH M A		42	Prof. Banu	
4	Dr. ROOPA R A				
5	Dr. KARIYANNA S				
6	Prof. SUBRAMANYA N R				
7	Prof. RADHIKA E K				
8	Prof. SASIKALA U				
				Centre for PG Studies	
9	Lt. SHANKARA B P		44	Dr. RAHUL K KAVISHWAR	
10	Prof. HEMALATHA R		45	Dr. UMA MAHESHWARI	
11	Prof. PRIYA HARI		46	Dr. Sowmya G S	
12	Dr. RANJANA PILLAI		47	Prof. Shinny Wesley	
13	Dr. PADMAVATHY K		48	Dr. M Jubi	
14	Prof. JAYASHREE TAMBAD				
15	Prof. NANDINI S		S.N	Office Staff	SIGN
16	Prof. CHITTY BABU R		1	Mrs.JAYANTHI S	
17	Prof. AKILANDESWARI		2	Mrs.KAVITHA N	
18	Dr. GIRIRAJKUMAR		3	Mrs.ANITHA K	
19	Prof. RAJU H S		4	Mr.NAGARAJA Y K	
20	Prof. KUMAR E		5	Mr.SRINIVAS N	
21	Prof. SAVITHA N L		6	Mr. RAMESH	
22	Prof. PRATHIMA R				
23	Dr. V Sri Hari				
				Supporting Staff	
24	Prof. Raji N				
25	Mrs. Prameela B R		1	Mrs.GOWRAMMA	
26	Prof. Reethu Rachel Raj		2	Mr. Manjunatha Sharma K S	
27	Prof. Sharath M		3	Mr. Lokesh K M	
28	Prof. Pooja		4	Mr. Dheeraj P P	
29	Prof. R Raheela Roohin		5	Mr. Umesh J	
30	Dr. Rajdeep Manwani		6	Mr. Purushotham Y A	
31	Prof. Shivakumar R		7	Mr. Prashanth R	
32	Prof. Mayuri M		8	Mr. Surya Kumar	
33	Prof. Arshiya Khanum		9	Mr. Vijay Supreth V	
34	Prof. Namratha B M				
35	Prof. Kusuma N C				
				Surveillance and Discipline Sentry	
36	Prof. Sandesh Zephaniah		1	Mr. Jai Kishore Roy	
37	Prof. Manisha M		2	Mr. Ram Mohan	
38	Prof. Koushik R		3	Mr. Shekar A	
39	Prof. G Boornima				

1/11/23

CIRCULAR-101

A staff meeting is convened on 1/12/23 in Seminar Hall at 2pm

Agenda:-

1. Syllabus Completion
2. Students' Attendance

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Minutes of the Meeting - 101
held on 1/12/23.

Principal welcomed all the members to the meeting & the following discussions were made:

1. Syllabus Completion

Principal confirmed with all the HOD's regarding the completion of syllabus for 1st Semester by 25th Dec, 2023 and IIIrd and Vth Semester by 10th Jan, 2024.

2. Students' Attendance

Students' attendance to be monitored continuously by class teachers, subject teachers and HOD's. If there is any irregularity in the students' attendance, then HOD's should ensure that the same is informed to the parents and appropriate action should be taken.

[Handwritten signature]

29/12/23

CIRCULAR - 102

A staff meeting is convened on 29/12/23 in Seminar Hall at 2pm.

Agenda:-

1. Payment of fees
2. TA marks and attendance entry of III and V Semester in UUCMS portal.

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Minutes of the Meeting - 102 held on 29/12/23

Principal Dr. Asha.N welcomed all the members to the meeting and the following discussions were made:-

1. Payment of fees

All class teachers of II year and III year should announce in their respective classes regarding the payment of fees by the students. The last date to pay the fees is 4th January 2024 and 16th January, 2024 respectively.

2. IA marks and attendance entry of III semester and V semester in UVCMS portal.

Principal instructed faculties to enter IA marks and attendance of III and V Semester respectively. The last date for uploading is 17th January, 2024.

Ash



SINDHI COLLEGE

ಸಿಂಧಿ ಮಹಾವಿದ್ಯಾಲಯ SINDHI COLLEGE

(Permanently Affiliated to Bengaluru City University)
Recognised by UGC under 2(f) & 12(B)

NAAC Re-accredited
ISO9001:2015 Certified Institution

Members Present:

1	Sri. Navin Nichani	Hon. Secretary, Sindhi College	<i>Navin Nichani</i>
2	Dr. Muninarayanappa	Academician, Bengaluru City University	
3	Sri.Kiran Chawla	Industrial Expert, Director- Suraj Metal Industries Pvt Ltd.	
4	Dr.B.S.Srikanta	Director & Advisor IQAC	<i>B.S. Srikanta</i>
5	Prof.Asha.N	Chairperson & Principal	<i>Asha N</i>
6	Smt. Hemalatha R	IQAC Coordinator	<i>Hemalatha R</i>
7	Dr. Rajdeep Manwani	Head, Research Centre	
8	Smt.Jayashree Tambad	HOD, Commerce	<i>Jayashree Tambad</i>
9	Smt.Radhika E K	HOD , Computer Science	<i>Radhika E K</i>
10	Smt.Shashikala U	HOD, Management	<i>Shashikala U</i>
11	Sri.Vaidyesh M A	NSS Officer	<i>Vaidyesh M A</i>
12	Dr. Roopa Anagod	HOD, Mathematics	<i>Roopa Anagod</i>
13	Dr.Rahul Kavishwar	HOD, M.Com	<i>Rahul Kavishwar</i>
14	Dr.Kariyanna S	HOD, Kannada	<i>Kariyanna S</i>
15	Sri.Subramanya Bhat	HOD ,Sanskrit	<i>Subramanya Bhat</i>
16	Dr. Ranjana Pillai	HOD, Hindi	<i>Ranjana Pillai</i>
17	Dr.Padmavathy	HOD ,English	<i>Padmavathy</i>
18	Mr. Kumar E	Asst.HOD, Commerce	<i>Kumar E</i>
19	Smt. Priya Hari	Asst. HOD, Computer Science	<i>Priya Hari</i>
20	Smt. Nandini S	Asst.HOD, Management	<i>Nandini S</i>
21	Lt. Shankar B P	Physical Education Director	<i>Shankar B P</i>
22	Mr. Sandesh Zephaniah	HOD, Psychology	<i>Sandesh Zephaniah</i>





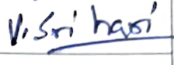


SINDHI COLLEGE

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23	Mr. Koushik R	HOD, Journalism	
24	Smt. Jayanthi	Office Superintendent	
25	Smt. Kavitha	Sr. Accountant	
26	Sri. Devaraju	Chief Librarian	
27	Mr. Srihari	Placement Officer	
28	Mr. Susheel	Alumni Representative	
29	Mr. Vivek Singh	Alumni Representative	