



SAPTHAGIRI COLLEGE OF ENGINEERING

(Affiliated to VTU, Belagavi. Approved by AICTE, New Delhi)

No. 14/5, Chikkasandra, Hesaraghatta Main Road, Bengaluru-560107.

An ISO 9001:2015 and 14001:2015 Certified Institution

Accredited by NBA & NAAC with "A" Grade

7.2.1 BEST PRACTICES

MARGADARSHI

(STUDENT PROCTORING SYSTEM)



SAPTHAGIRI COLLEGE OF ENGINEERING

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1. PROCTORIAL SYSTEM

The Proctorial System has been introduced in Sapthagiri college of Engineering with the main objective of providing supportive care and counsel to students in their academic and personal problems. This system helps the students complete their studies comfortably and successfully. The Proctorial system is used to continuously and regularly monitor the academic progress of the students and to rectify their problems. The college encourages parents to be in regular contact with the Proctor/Chief Proctor/HOD/Principal. All the students of this college will come under the proctorial system which envisages a personal and intimate relationship between teachers and students. The proctors will act as parent substitutes during the academic hours in the life of the students in college. A proctor will be in charge of not more than 25 students of a particular class.

1.1 OBJECTIVES

- To inspire a healthy relationship between the teacher and student.
- To eliminate any indiscipline among the students.
- To improve the overall academic performance in the Examination.
- To give students a measure of self-confidence.
- To maintain discipline in the Institute; ensure Institute rules are understood and followed;
- To keep an eye on the general moral behaviour of the students
- To prevent the student from indulging in any political activities on Institute premises.

1.2 FUNCTIONS OF THE PROCTOR

Every teaching department implements the proctor process through its faculty and all the faculty members are designated as proctors.

- The Proctor acts as a local guardian to solve the academic and administrative problems of the respective wards.
- The Proctor closely monitors the progress of students under his/her care and helps them in overcoming their problems.
- The Proctor shall assist in academic and overall development of the student.
- Proctor conducts regular meetings with Students and parents.


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Chikkasandra, Hesaraghatta Road
Bangalore- 560 057

1.3 PROCTORIAL PROCESS

- The Proctorial Process is a supportive process, wherein the Chief Proctor heads the system with the guidance of Principal. Each department has a deputy chief proctor and all the faculty members act as proctors.
 - Each proctor is allotted around 20 to 25 students.
 - The proctor acts as a local guardian helping to solve the academic and administrative problems faced by respective wards, and would help in solving personal problems, if any.
 - The proctor maintains a Student Information Record (SIR) for each of his/her wards which gives all the details of the students, in terms of course registration/course dropping/withdrawn/re-registration etc.
 - In addition to details of proctor-student meetings held from time to time, SIR also gives the details of the performance of the candidate in the semester end examination.
 - Provision has been made to send the performance of each student to his/her parents/guardians furnishing the details of attendance, class marks, examination results, etc. These reports are sent every month in a particular semester to the parent / guardian of each student.
 - The third report is sent in case of such students who fail to satisfy the minimum attendance requirement of 85% in each of the subjects and the necessary internal marks as stipulated by VTU norms.
 - The proctorial process is made more effective by web enabling the Student Information System by the software.
 - Faculty members update the attendance and CIE marks through software regularly.
 - The Chief Proctor regularly conducts scheduled meetings with the deputy chief proctors, HODs and Principal on the Proctorial process.
 - The attendance and CIE Marks entered by each faculty member on the Student information system is constantly monitored by the Principal.
 - The attendance and CIE Marks are displayed in the notice board of respective departments regularly
 - A student whose performance is not up to the mark is asked to appear for counselling with the proctor/deputy chief proctor/chief proctor in order to help the student improve his/her performance in the coming semesters.
- The Proctorial System has received an excellent response and encouragement. However, continuous efforts are being made to give the best services from our Institution.
- A student whose performance is not up to the mark is asked to appear for counselling with the proctor/deputy chief proctor/chief proctor in order to help the student improve his/her performance in the coming semesters. The mentors have been advised to maintain the formative assessment of proctees for encouraging them in academics.
 - The mentors have to intimate the special students to proctoring committee in order to have special counselling. The committee will then refer them to the counselling committee for further needful.

Principal

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MARGADARSHI

1.4 Proctoring committee

Standard Operating Procedure

- The Proctorial Process is a supportive process, wherein the Chief Proctor heads the system with the guidance of Principal. Each department has a deputy chief proctor and all the faculty members act as proctors. The chief proctor/convener and deputy chief proctors of the departments are nominated by the Principal every year with an intimation to IQAC.
- At the beginning of each year circular will be sent to DCPs through HODs of the respective department to prepare the proctor -proctees list from chief proctor with the instruction of Principal.
- Allotment of proctor-proctee has to be done by respective DCPs with the consent of HODs and the same allotment list shall be sent to the chief proctor. Each proctor will be allotted about 20 to 25 students as proctees/mentees. HODs are made free from proctoring work due to administrative work, but, involved in critical cases
- The proctor acts as a local guardian helping to solve the academic and administrative related problems faced by respective wards, and would help in solving personal problems, if any.
- The proctor maintains a Proctor diary (Student Information Record) for each of his/her wards which gives all the details of the students, in terms of course registration/course dropping/withdrawn/re-registration etc.
- The proctor will be informed the respective proctees to meet them at a specific time and date through messages for counseling them.
- In meeting proctor has to discuss Academic /personal/stress related issues and to give advice to their proctees
- Formative assessment of their mentees to be recorded in the proctor diary having two way communication with class teachers.
- Proctor meeting-discussion and outcome to be recorded in the book, the same will be reported to their DCP
- The Chief Proctor regularly conducts scheduled meetings with the deputy chief proctors to collect the mentored information and the report will be submitted to the principal. Discussion will be done based on this report for suitable action along with HODs and Principal on the Proctorial process.
- In addition to details of proctor-student meetings held from time to time, proctor diary also gives the details of the performance of the candidate in the semester end examination.

Principal

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- Provision has been made to send the performance of each student to his/her parents/ guardians furnishing the details of attendance, class marks, examination results, etc. These reports are sent every month in a semester to the parent / guardian of each student.
- The third report is sent in case of such students who fail to satisfy the minimum attendance requirement of 85% in each of the subjects and the necessary internal marks as stipulated by VTU norms.
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- Faculty members update the attendance and CIE marks through software regularly.
- The attendance and CIE Marks entered by each faculty member on the Student information system is constantly monitored by the Principal.
- The attendance and CIE Marks are displayed in the notice board of respective departments regularly
- Stress related cases will be counseled by proctor/Chief proctor and if not possible, such cases will be referred to counseling cell, for further needful action
- At the end of each year the annual report will be submitted to IQAC by the Chief Proctor.

CONVENER

PRINCIPAL

Sapthagiri College of Engineering
Chikkasandra, Hosanghahalli Road
Bangalore-560 087

Date:9/9/2023

Notification

I am happy to announce that Dr. Rekha S N is the convener for proctoring committee which is reconstituted for the academic year 2023-24. The convener is requested to discuss and modify the roles and responsibilities of the committee if necessary. The committee has to meet thrice in a semester and whenever it is required for important discussions. The proceedings of the committee have to be submitted to Principal and IQAC.

The following are the members of the Proctoring Committee.

Sl. No	Faculty Name	Members	Branch
1	Dr. Rekha S N	Convener	EEE
2	Mrs. Prathibha	Member	ECE
3	Mrs. Swetha A. B	Member	CSE
4	Mrs. Ramya R	Member	ISE
5	Mr. Ramesh	Member	ME
6	Mr. A. Dhamodaran	Member	EEE
7	Dr. Soumya C	Member	BT
8	Mr. Pramod	Member	Civil

Principal

Dr. H. Ramakrishna

To,

The Convener,

Members

HODs of all the Department

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
Bengaluru - 560 057

Date:9/9/2023

Notification

I am happy to announce that Dr. Rekha S N is the convener for Parent Teacher Association which is reconstituted for the academic year 2023-24. The convener is requested to discuss and modify the roles and responsibilities of the committee if necessary. The committee has to meet thrice in a semester and whenever it is required for important discussions. The proceedings of the committee have to be submitted to Principal.

The following are the members of the Parent Teacher Association.

Sl. No	Faculty Name	Members	Branch
1	Dr. Rekha S N	Convener	EEE
2	Mrs. Prathibha	Member	ECE
3	Mrs. Swetha A. B	Member	CSE
4	Mrs. Ramya R	Member	ISE
5	Mr. Ramesh	Member	ME
6	Mr. A. Dhamodaran	Member	EEE
7	Dr. Soumya C	Member	BT
8	Mr. Pramod	Member	Civil

To,
The Convener,
Members
HODs of all the Department

Principal

Dr. H. Ramakrishna

Principal

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The following members attended the meeting

Sl. No	Faculty Name	Members	Branch	Signature
1	Dr. Rekha S N	Convener	EEE	
2	Mrs. Prathibha	Member	ECE	
3	Mrs. Swetha A. B	Member	CSE	
4	Mrs. Ramya R	Member	ISE	
5	Mr. Ramesh	Member	ME	
6	Mr. A. Dhamodaran	Member	EEE	
7	Dr. Soumya C	Member	BT	
8	Mr. Pramod	Member	Civil	

Convener

(Dr. Rekha SN)

Principal

Dr. H. Ramakrishna

Principal

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Annual Report of the proctoring committee for 2023-24

The first proctoring committee meeting for the academic year 2023-24 was held on 15th September 2023, 10.30 am. The meeting was chaired by Principal, SCE. Discussions regarding the activities of the academic year. The allotment of students to the proctors are discussed. All the DCPs are prepared the list of proctors and respective allotted students for the academic year 2023-24. The roles and responsibility of the committee has been discussed in detail.

The first review meeting of the proctoring committee for the academic year **2023 was held on 10th October 2023**. The chairman of the committee has been addressed all the members. The previous semester university results have been analysed. The DCPs and proctors of the respective departments were prepared the list of students who have scored less marks and taken the remedial action to improve them with the supervision of respective HODs and class teachers. The students with less attendance are strictly warned and instructed to attend the classes regularly and the same matter is conveyed to the respective parents. The convener and DCPs are addressed the needy students personally for special counselling and directed to counselling committee for further proceedings.

The second proctoring review meeting for this academic year was held on **20th November 2023**. The main discussion was about the first IA performance of the 7th and 5th sem students and issues with academic and non-academics. All the proctors are prepared the list of poor performers and given special attention to improve them. The students those who all are having less attendance have been listed out and informed to respective parents through the proctor. The first review of 3rd sem students were also discussed. The 3rd sem students' results was discussed. All the students results were informed to parents through proctor.

The third proctoring review meeting for the academic year 2023-24 was held on **23rd December 2023**. The major discussion was about the second IA performance of the students of higher semester and first IA of the 3rd sem students. First review of first year students. The first year students are expressed that they are very much comfortable with teaching. The performance of the slow learners are analysed with respect to first IA and second IA test. The subject difficulties addressed by the students are brought to the notice of the respective HODs through principal of SCE.

Final proctoring review meeting of higher semester was held on **5th February 2024**. The detained list of students have been prepared and informed to the respective parents. The final IA marks of all the students were informed to parents through proctors. In the meeting the performance of first year students also were discussed. The respective class teachers are informed to take special attention of the poor performers through the HODs of physics and chemistry.

The third review proctoring meeting was held on **23rd February 2024**. The main discussion was carried out about the 2nd IA performance of first year students. And


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also discussed about attendance shortage of first year students. The students' performance and attendance were already informed to parents through proctors.

The final review of first year was held on 28th February 2024. The final IA marks performance of the first-year students have been discussed in the meeting. It is instructed in the meeting that special care have to be given for the students who scored less marks. And the detained students list have prepared and sent the same to parents also.

The proctor books of first year physics and chemistry cycle mutually exchanged for the proctoring of subsequent semester. The problems addressed by the students while proctoring can be reduced in the subsequent semester by catering to the needs of students.

The executive proctoring committee meeting has been conducted on 23rd March 2024. Complete activities according to the strategic plan were discussed in the meeting. The committee has been discussed about the roles and responsibilities and also prepared the proctor proctees list. The first proctoring review meeting has been conducted on **22nd April 2024**. The students' performance on the previous odd semester result and attendance performance were discussed. All the proctors are informed to monitor the students continuously. The second proctoring review meeting for even semester was held on **23rd May 2024**. The major discussion was about the first IA test and attendance performance. Slow learners are specially taken care with the help of class teachers. The third proctoring review meeting has been conducted on 12th June 2024. The main agenda was about the students' performance of second IA test. Non academics issues are informed by the students have been resolved. Attendance shortage of the students have been discussed in detail and the same were informed to parents through proctors.

Final review meeting has been conducted on **23rd July 2024**. The detained students list have been prepared and informed to the respective parents through the proctors. The proctor diary of first year students are transferred to the respective department for the proctoring of subsequent semester. The academic and non-academic issues addressed by the students while proctoring can be reduced in the subsequent semester by catering to the needs of students.

Convener

Dr. Rekha S.N.

Principal

Dr. H. Ramakrishna

Principal

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Parent Teachers Association: ASHRAYA

**Parent teacher meeting –Report for the academic Year -
2023-24 -ODD sem**

The parent teacher meeting of 2023-24 for UG students (1st year) was organized by Sapthagiri College of Engineering on 12th December 2023 through offline mode. All the parents were intimated about the meeting well in advance through proctors and AMPS as per the direction of Dr. H Ramakrishna, Principal, SCE.

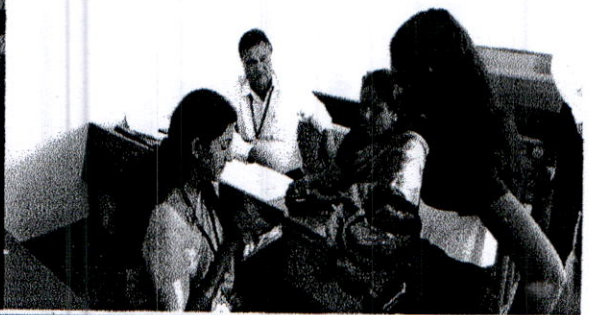
The main objective of the meeting was to create a common platform, where teachers and parents come together to discuss student's performance and devise ways to enrich their learning experience.

The interactions with parents were done through offline mode. The interactions were carried out in the respective departments under the guidance of respective HODs. It was a great interaction between the faculty and the parents for the development of their wards where they discussed both the strengths and areas of improvements. In the meeting proctors discussed about the safety precautions, health conditions, attendance status, IA test performance and also discussed about the problems faced by the students in academics. Dr. Ramakrishna, Principal, SCE has visited each and every department and interacted with the parents. Also, feedback regarding their studies, health and performance were discussed with their parents. In this meeting the faculty and parents discussed about the area through which they improve their wards for the best result.

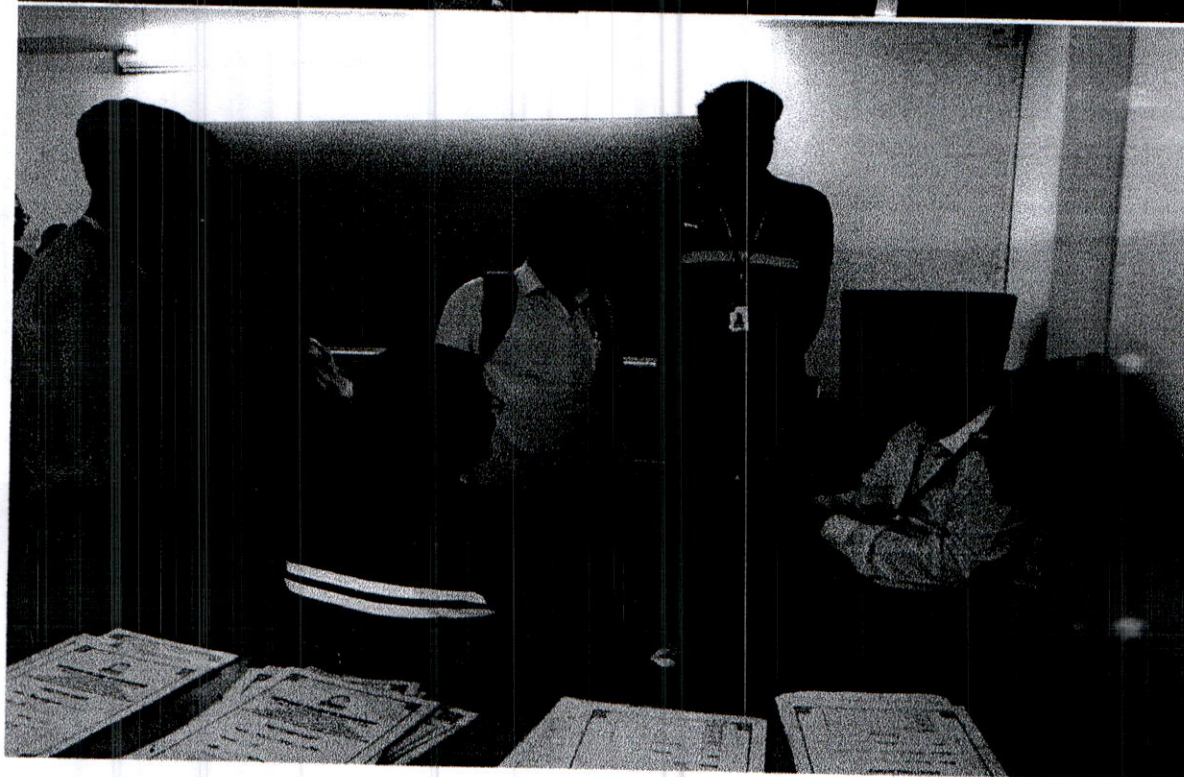
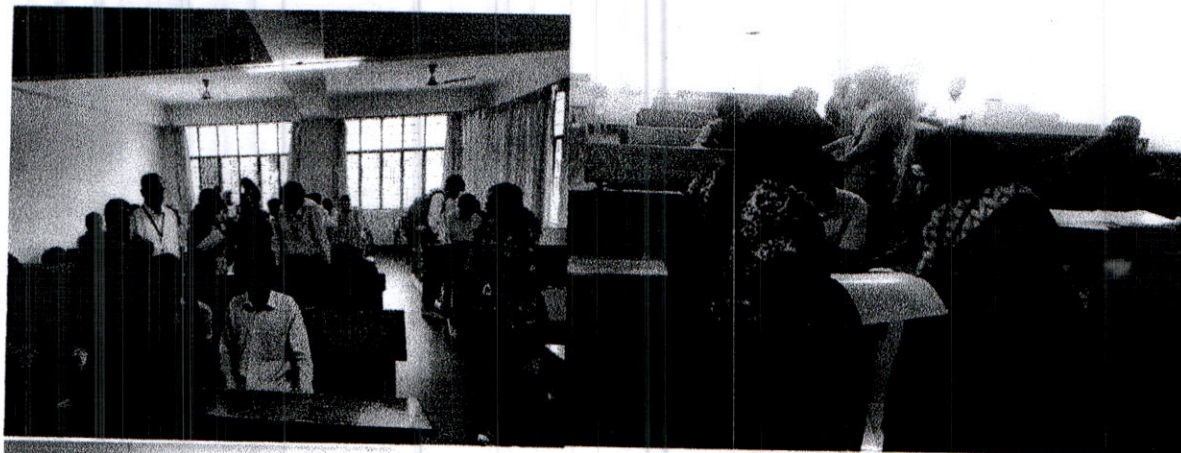
- One to one interaction between parents and proctors under the supervision of principal and all HoD's.
- Discussion was focused on student's specific strength and weaknesses in individual subject and students' discipline in class rooms.
- Consolidated, class wise IA-1 marks were informed to parents for their information and action. The first IA performance was shown to them and proctors had noted the suggestions given by the parents


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Parents discussed about pros and cons of the departments and expressed their happiness for having their ward studying in Sapthagiri College of engineering. They also expressed their gratitude regarding the care taken by the college. Parents felt happy for the efforts taken by the college in disclosing their wards performance and to improve the wards performance. Parents appreciated the excellence teaching performance of the faculty of Sapthagiri college of engineering. Parents acknowledged their satisfaction about the placement's activities of the college. The PTM came to an end with the conclusion that the progress of the students depends on the joint effort, mutual understanding & co-operation of students, parents and teachers. Around 433 parents attended the meeting. Few of the photograph have been enclosed.



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Glimpse of Parents-Teacher meeting

Convener

Principal

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Ref: SCE/PC/2023-24/Cir-02

Date: 9/10/2023









Circular


Proctoring committee

As per the direction of the principal a meeting has been convened for discussion of the points given in agenda. In this regards all the members are requested to assemble in principal chamber for discussing about the following agenda on 10/10/2023 at 3.30 p.m.

Agenda

- Review of first Proctoring report
- Discussion about the previous semester result performance
- Attendance report
- Others

Sl. No	Faculty Name	Members	Branch	Signature
1	Dr. Rekha S N	Convener	EEE	
2	Mrs. Prathibha	Member	ECE	
3	Mrs. Swetha A. B	Member	CSE	
4	Mrs. Ramya R	Member	ISE	
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Convener 
(Dr. Rekha SN)

Principal
Dr. H. Ramakrishna

Principal
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Ref: SCE/PC/2023-24/Cir-01

Date: 9/09/2023








Circular

Proctoring committee

As per the direction of the principal a meeting has been convened for discussion of the points given in agenda. In this regards all the members are requested to assemble in principal chamber for discussing about the following agenda on 15/9/2023 at 10.30 am.

Agenda

- Discuss about the Role and responsibility of the proctor
- Suggestions for the effective proctoring system
- Suggestions to improve the student performance
- Overall discipline of the student.
- Action plan for academic Year
- Prepare the list of Proctor and Proctees.
- Others

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Convener
(Dr. Rekha SN)

Principal
Dr. H. Ramakrishna

Principal
Sapthagiri College of Engineering
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Bengaluru - 560 057

Ref: SCE/PC/2023-24/MOM-01

Date: 15/9/2023

Proctoring committee

MINUTES OF MEETING

Proctoring committee meeting has been called on 15/9/2023 at 10.30 am at Principal chamber to discuss and decide upon the following

AGENDA:

- Discuss about the Role and responsibility of the proctor
- Suggestions for the effective proctoring system
- Suggestions to improve the student performance
- Overall discipline of the student, such as attitude, performance, regularities.
- Action plan for academic Year
- Prepare the list of Proctor and Proctees.
- Others

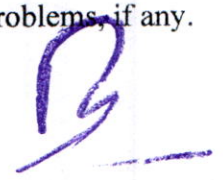
Based on the above subject, the DCP's are informed to convey the following things to every proctor

- Based on the previous experience it is observed that the poor performance is due to irregularity in the classes. So all the proctors are requested to instruct the students to be attended the classes from the first day of reopening.

All the DCP's are requested to prepare the proctor and proctee list of the current academic year and the same should be informed to all the students. DCPs are requested to get the number of proctor diary required for the first year and allot the proctors for first year students.

SOP 2023-24

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- The proctor maintains a Proctor diary (Student Information Record) for each of his/her wards which gives all the details of the students, in terms of course registration/course dropping/withdrawn/re-registration etc.
- The proctor will be informed the respective proctees to meet them at a specific time and date through messages for counseling them.
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- The attendance and CIE Marks are displayed in the notice board of respective departments regularly
- Stress related cases will be Counseled by proctor/Chief proctor and if not possible, such cases will be referred to counseling cell, for further needful action
- At the end of each year the annual report will be submitted to IQAC by the Chief Proctor.

(Handwritten Signature)

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The following members attended the meeting

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8	Mr. Pramod	Member	Civil	

Convener

(Dr. Rekha SN)

Principal

Dr. H. Ramakrishna

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
Bengaluru - 560 057

SAPTHAGIRI COLLEGE OF ENGINEERING

Affiliated to VTU, Belagavi, Approved by AICTE, New Delhi

(Accredited by NAAC with "A" Grade) (Accredited by NBA for ECE, CSE, ISE, ME, EEE) & ISO 9001:2015
& ISO 14001:2015 Certified Institution, #14/5, Chikkasandra, Hesarghatta Main Road, Bengaluru-560057

Ref: SCE/PC/2023-24/MOM-02

Date: 10/10/2023

Proctoring committee

MINUTES OF MEETING

Proctoring committee meeting has been called on 10/10/2023 at 3.30pm at Principal chamber to discuss and decide upon the following









AGENDA:

- Review of first Proctoring report
- Discussion about the previous semester result performance
- Attendance report
- Others

Based on the above points, the findings discussed are

- All the DCP's are requested to instruct the proctors to convey the performance of the proctees to the respective parents.
- Based on the results the proctors are requested to identify the slow learners and fast learners along with respective department coordinators
- It is decided to inform the parents about the attendance status of their wards. The students who have less attendance have been advised to be regular and attentive to the classes. All DCPs are requested to check their respective proctors report. Attendance status shall be entered neatly to verify the performance of the student.
- The proctors are requested to monitor the performance of the students with the help of subject teachers and class teachers. And also requested to be in contact with the parents to improve the performance of the proctees.

The following members attended the meeting

Sl. No	Faculty Name	Members	Branch	Signature
1	Dr. Rekha S N	Convener	EEE	
2	Mrs. Prathibha	Member	ECE	
3	Mrs. Swetha A. B	Member	CSE	
4	Mrs. Ramya R	Member	ISE	
5	Mr. Ramesh	Member	ME	
6	Mr. A. Dhamodaran	Member	EEE	
7	Dr. Soumya C	Member	BT	
8	Mr. Pramod	Member	Civil	

Convener

Dr. Rekha SN

Principal

Dr. H. Ramakrishna

Principal

Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
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Proctoring committee/Margadarshi

Standard Operating Procedure

- ❖ The Proctorial Process is a supportive process, wherein the Chief Proctor heads the system with the guidance of Principal. Each department has a deputy chief proctor and all the faculty members act as proctors. The chief proctor/convenor and deputy chief proctors of the departments are nominated by the Principal every year with an intimation to IQAC.
- ❖ At the beginning of each year circular will be sent to DCPs through HODs of the respective department to prepare the proctor -proctees list from chief proctor with the instruction of Principal.
- ❖ Allotment of proctor-proctee has to be done by respective DCPs with the consent of HODs and the same allotment list shall be sent to the chief proctor. Each proctor will be allotted about 20 to 25 students as proctees/mentees. HODs are made free from proctoring work due to administrative work, but, involved in critical cases
- ❖ The proctor acts as a local guardian helping to solve the academic and administrative related problems faced by respective wards, and would help in solving personal problems, if any.
- ❖ The proctor maintains a Proctor diary (Student Information Record) for each of his/her wards which gives all the details of the students, in terms of course registration/course dropping/withdrawn/re-registration etc.
- ❖ The proctor will be informed the respective proctees to meet them at a specific time and date through messages for counseling them.
- ❖ In meeting proctor has to discuss Academic /personal/stress related issues and to give advice to their proctees
- ❖ Formative assessment of their mentees to be recorded in the proctor diary having two way communication with class teachers.
- ❖ Proctor meeting-discussion and outcome to be recorded in the book, the same will be reported to their DCP
- ❖ The Chief Proctor regularly conducts scheduled meetings with the deputy chief proctors to collect the mentored information and the report will be submitted to the principal. Discussion will be done based on this report for suitable action along with HODs and Principal on the Proctorial process.


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- ❖ In addition to details of proctor-student meetings held from time to time, proctor diary also gives the details of the performance of the candidate in the semester end examination.
- ❖ Provision has been made to send the performance of each student to his/her parents/ guardians furnishing the details of attendance, class marks, examination results, etc. These reports are sent every month in a semester to the parent / guardian of each student.
- ❖ The third report is sent in case of such students who fail to satisfy the minimum attendance requirement of 85% in each of the subjects and the necessary internal marks as stipulated by VTU norms.
- ❖ The proctorial process is made more effective by web enabling the Student Information System by the software.
- ❖ Faculty members update the attendance and CIE marks through software regularly.
- ❖ The attendance and CIE Marks entered by each faculty member on the Student information system is constantly monitored by the Principal.
- ❖ The attendance and CIE Marks are displayed in the notice board of respective departments regularly
- ❖ Stress related cases will be Counseled by proctor/Chief proctor and if not possible, such cases will be referred to counseling cell, for further needful action
- ❖ At the end of each year the annual report will be submitted to IQAC by the Chief Proctor.

Convener

Dr. Rekha S N

Principal

Dr. H. Ramakrishna



Principal

Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
Bengaluru - 560 057

SAPTHAGIRI COLLEGE OF ENGINEERING

Bengaluru - 560 057



PROCTORS DAIRY


Name :


Branch :

USN : Roll No :

Proctor Name		
I Year		
II Year		
III Year		
IV Year		

Name of Student:						Branch :	
USN :				DOB	Blood Group		Photograph
Father's Name :							
Mother's Name :							
Local Guardians Name (if any)							
Admission Details	Quota	CET	COMEDK	Management	Lateral Entry	Admission No.	Year of Admin
	Rank						
Permanent Address							
Current Residing address (If staying in Hostel mention Hostel Room No):							
Email id	Student				Parents/Guardian		
Contact No.							
Occupation of Father							
Occupation of Mother							
Occupation of Local Guardian							
Official Address of Father							
Official address of Mother							
Official address of Guardian							
Aadhar /No.							


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 Bengaluru - 560 057


Principal
Sapthagiri College of Engineering
 14/5, Chikkasandra, Hesaraghatta Main Road
 Bengaluru - 560 057

Academic Details

I Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : **Percentage :** **Class :**

II Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : **Percentage :** **Class :**

III Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : **Percentage :** **Class :**

IV Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : **Percentage :** **Class :**

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 14/B, Chikkasandra, Heeraghatta Main Road
 Bengaluru - 560 057

Academic Details

V Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : Percentage : Class :

VI Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : Percentage : Class :

VII Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : Percentage : Class :

VIII Sem :

Sub Code	Attendance (%)				IA Marks				University Marks		Final Att	Month & Year
	As on	As on	As on	Final	I	II	III	Final	I Att	Pass/Fail		
												Ineligible
												Eligible

Result : Percentage : Class :



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Principal
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14/5, Chikkasandra, Heeraghatta Main Road
Bengaluru - 560 057

Meeting Details I Sem

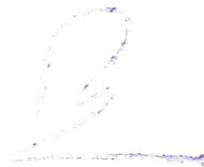
Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					

Signature of DCP

—


 Principal
 Sapthagiri College of Engineering
 14/6, Chikkaandra, Hosurghatta Main Road
 Bengaluru - 560 057

Signature of HOD



Principal
 Sapthagiri College of Engineering
 14/6, Chikkaandra, Hosurghatta Main Road
 Bengaluru - 560 057

Meeting Details II Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					

Signature of DCP



Principal

Sapthagiri College of Engineering

14/5, Chikka Sandra, Hosuraghatta Main Road
Bengaluru - 560 067



Signature of HOD

Principal

Sapthagiri College of Engineering
14/5, Chikka Sandra, Hosuraghatta Main Road
Bengaluru - 560 067

Meeting Details III Sem

Sl No	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					

Signature of DCP



Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosanghatta Main Road
Bengaluru - 560 057



Signature of HOD

Head of Department
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosanghatta Main Road
Bengaluru - 560 057

Meeting Details VI Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					



Principal

Sapthagiri College of Engineering
14/5, Chikkasandra, Heeraghatta Main Road
Bengaluru - 560 087



Principal

Sapthagiri College of Engineering
14/5, Chikkasandra, Heeraghatta Main Road
Bengaluru - 560 087

Meeting Details VII Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					

Signature of DCP



Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosuraghatta Main Road
Bengaluru - 560 017

Signature of HOD



Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosuraghatta Main Road
Bengaluru - 560 017

Meeting Details VIII Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I					
II					
III					
IV					

Signature of DCP

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
Bengaluru - 560 057

Signature of HOD

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarghatta Main Road
Bengaluru - 560 057

Parent/Gardian CommunicationDetails

[illegible]

Principal
Sapthagiri College of Engineering
14/8, Chikkaandra, Hosur Main Road
Bengaluru - 560 044

2

Practical

Department of Chemistry

University of Madras

Chennai - 600 005

Parent/Gardian Personal Visiting Details

[illegible]

B

Principal
Sapthagiri College of Engineering
14/5, Chikkabandra, Hosuraghatta Main Road
Bengaluru - 560 057

B

Principal
Sapthagiri College of Engineering
14/5, Chikkabandra, Hesarghatta Main Road
Bengaluru - 600 057

[illegible]

[illegible]

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FORMATIVE ASSESSMENT EVALUATION RECORD
Continuous Internal Evaluation (CIE)

SEMESTER	Ability to participate in classroom proceedings (5)	Interpersonal skills (5)	Intrapersonal skills (5)	Quiz (5)	Ability to use ICT Resources (10)	Presentation Skills (10)	Cognition and Comprehension (10)	Total (50)
1								
2								
3								
4								
5								
6								
7								
8								



Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosanghatta Main Road
Bengaluru - 560 067



Principal
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PROCTOR'S DIARY

Branch : Electrical & Electronics Engineering

Student Name : Srujana V. Hugo

USN : LSG18EE084

Name of Staff		
	ODD Sem	EVEN Sem
I Year	<u>Sumangala S.J.</u>	<u>Nandini R.J.</u>
II Year	<u>Swetha.G</u>	<u>Swetha.G</u>
III Year	<u>Swetha.G</u>	<u>Swetha.G</u>
IV Year	<u>Swetha.G</u>	<u>Swetha.G</u>

Name of Student : Srujana V. Hugar (916)

Branch : EEE

USN : 1SQ18EE084

DOB
28/8/2000Blood Group
B⁺

Father's Name : Veerabhadrappa K.

Mother's Name : Rajeshwari

Local Guardian's Name (if any) :



Admission Details	Quota	CET	COMEDK	Management	Lateral Entry	Admission No.
	Rank	33907				

Permanent Address : #430, 1st Cross, 8th Main
Basaveshwarnagar,
Bangalore - 79

Current Residing address (If staying in Hostel mention Hostel Room No):

Email id	Student	Parents/Guardian
	kvsrujana@gmail.com	vbkhugar@gmail.com
Contact No.	8904765123	9620310016
	9620310016, 9448531378	→ 9448531378
Occupation of Father	Private Consultant	
Occupation of Mother	BBMP Highschool Teacher.	
Occupation of Local Guardian		
Official Address of Father		
Official address of Mother	Pramila Bai High School Vijayanagar, Bangalore	
Official address of Guardian		

Signature of Student

Srujana

Principal

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Bangalore - 560 057

Principal

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Academic Details

I Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on	As on	As on	Final	I	II	III	Final	I Att	II Att	
18MAT11	30/9/18	51/10/18	12/1/19	96	24	27	30	37	47		
PHY12	100	97	95	98	27	30	29	39	53		
ELI13	100	100	97	98	30	29	30	40	48		
CIV14	100	100	96	98	22	30	30	37	24		
ECED15	100	95	94	96		27		38	47		
PHY16	100	83	82	87				40	57		
ELI17	100	100	100	100				33	56		
ECED18	100	100	100	100	20	27	23	33	44		

84.1 FCD

II Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on	As on	As on	Final	I	II	III	Final	I Att	II Att	
18MAT21	10/4/18	10/5/18	7/6/19	100	30	29	30	40	44		
SCHE22	95	100	95	97	28	29	30	39	31		
18CP23	97	85	94	96	14	22	29	32	29		
18ELN24	92	95	92	91	26	29	27	37	42		
18CHE26	100	100	89	90				39	29		
18ME25	84	84	84	92	30	25	26	37	58		
18CP27	100	100	100	100				34	57		
18EST28	100	100	100	100	13	19	18	26	44		

77.3 FCD

III Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on	As on	As on	Final	I	II	III	Final	I Att	II Att	
18MAT31	31/8	30/9	31/10	98	24	30	27	37	55		S
18EE32	100	100	100	100	30	29	29	40	27		A
18EE33	100	100	98	98	26	23	16	32	29		B
18EE34	94	95	96	97	25	25	17	33	35		B
18EE35	100	100	96	96	27	28	30	39	47		A
18EE36	100	100	98	98	21	23	30	35	49		S
18EE37	100	89	86	88				40	59		S
18EE38	100	100	100	100				40	60		S

72 86.7 FCD B

IV Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on	As on	As on	Final	I	II	III	Final	I Att	II Att	
18MAT41				90	30	30	30	40	50	39	
18EE42				91	27	28	28	38	48	39	
18EE43				92	25	26	30	37	47	39	
18EE44				92	24	30	29	40	50	29	
18EE45				93	24	30	30	38	42	39	
18EE46				91	28	28	28	38	48	39	
18EE47				91				40	50	39	
18EE48				91				40	50	39	

48

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Academic Details

V Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on 30/9	As on 31/10	As on 30/11	Final	I	II	III	Final	I Att	II Att	
18FE51	85	90	92	92	29	30	30	40	38		
18FE52	88	92	93	90	22	18	29	33	32		
18FE53	86	87	95	92	28	29	29	39	26		
18FE54	88	88	92	90	30	30	30	40	50		
18FE55	89	86	85	88	30	30	30	40	27		
18FE56	90	90	90	90	30	30	30	40	72		
18FE57								39	57		
18FE58								40	59		

18IV59

40 45 89.6 FCD

VI Sem :

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on 31/5	As on 30/6	As on 31/7	Final	I	II	III	Final	I Att	II Att	
18EE61	88	90	92	90	30	30	30	40	35	50	
18EE62	91	91	90	91	29	29	30	39	35	49	
18EE63	90	92	91	91	30	30	30	37	35	47	
18EE64	92	91	92	91	30	30	29	40	35	50	
18EE65	93	91	93	92	30	29	30	40	35	50	
18EE66								40	35	50	
18EE67								40	35	50	
18EEMP68								40	35	50	

VII Sem :

69.5 FC

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on 31/10	As on 30/11	As on 31/12	Final	I	II	III	Final	I Att	II Att	
18EE71	90	92	92	92	28	23	20	34	24		
18EE72	91	92	92	92	24	27	30	37	46		
18EE73	91	91	91	91	30	29	26	39	33		
18EE74	90	92	93	92	16	22	29	33	45		
18BT75	90	90	91	90	27	29	29	38	39		
18EEL76				92				36	60		
18EEL77				92				37	59		
18EEP78								99			

VIII Sem :

82.4 FCD

Sub Code	Attendance				IA Marks				University Marks		Grade
	As on 30/4	As on 31/5	As on 30/6	Final	I	II	III	Final	I Att	II Att	
18EE81	90	91	92	92	21	21	21	31	39		
18EE82	91	90	91	91	27	30	30	39	33		
18EEP83								40	60		
18EE84								100	-		
18EE85								40	60		

Class awarded by the University

2

88.4

FCD

Principal

Sapthagiri College of Engineering
Chikkasandra, Hesarghatta
Bangalore - 560 051

Meeting Details I Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	19/9/2018	8.00pm	Discussed regarding:- understanding in all subjects, any difficulties or problems in the campus or class etc. It is understood that presently she is not facing any problems in the above said matters	<i>Siana</i>	<i>JS</i>
II	30/10/18	1.10pm	Discussed regarding IA marks, attendance, issues in class & campus. Advised to maintain score & work hard.	<i>Siana</i>	<i>JS</i>
III	27/11/18	1.30pm	Discussed No issues regarding score of IA	<i>Siana</i>	<i>JS</i>
IV	11/1/18	3-30	No other issues regarding lab & IA marks	<i>Siana</i>	<i>JS</i>

Kais
Signature of HOD

3

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Bangalore - 560 057

JS
Signature of Principal

Meeting Details

II Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	16/2/19.	12:45	No issues regarding academics and non-academics. Instructed them to be regular to the classes.	<i>[Signature]</i>	<i>[Signature]</i>
II	20/3/19,	1:05	Regarding attendance and I/A marks advised to be regular and score well.	<i>[Signature]</i>	<i>[Signature]</i>
III	4/4/19.	3:45	Advised to be regular and score well in next internale.	<i>[Signature]</i>	<i>[Signature]</i>
IV	23/5/19	3:45	Advised them to do well in the externale.	<i>[Signature]</i>	<i>[Signature]</i>

Signature of HOD

Meeting Details

III Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	13/8/19	4.00 PM	Advised to study well and discussed 2nd Sem results and about mini projects	<i>Siana</i>	<i>d</i>
II	28/9/19		Advised to Study well and Concentrate more on problematic Subjects	<i>Siana</i>	<i>d</i>
III	28/10/19		Advised to Score well and prepare well for exam.	<i>Siana</i>	<i>d</i>
IV	28/11/19		Advised to do well for externals and aim for rank	<i>Siana</i>	<i>d</i>

Ver
Signature of HOD

5
Principal
Sapthagiri College of Engineering
54/3, Chikkasandra, Hosuraghatta Main Road,
Bangalore - 560 057

B
Signature of Principal
Sapthagiri College of Engineering
Chikkasandra, Hosuraghatta Main Road,
Bangalore - 560 057

Meeting Details IV Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	08/3/20		Regarding Zoom classes and availability of study material	Spare	
II	26/4/20		Regarding IA Conduction and Marks	Spare	
III	17/5/20		Regarding Lab IA Conduction and PTM	Spare	
IV	2/6/20				

Signature of HOD

Signature of Principal
Chikkasandra, Hesaraghatta
Bangalore - 560 052

Meeting Details V Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	9/10/20	2pm	Regarding online class, Study material, attendance and IA	<i>Siana</i>	<i>f</i>
II	17/11/20		Regarding IA marks, attendance Status. Advised to attend classes regularly.	<i>Siana</i>	<i>f</i>
III	11/1/21		Advised to prepare well for exam and to attend offline lab and advised to solve more numericals	<i>Siana</i>	<i>f</i>
IV					

Yes
Signature of HOD

S
Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057

B
Signature of Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057

Meeting Details

VI Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	5/5/21		Advised to attend online classes regularly. Availability of study material in google classroom	Sign	+
II	28/6/21		Regarding 8A marks and attendance Also discussed regarding exam results	Sign	+
III	2/8/21		Advised to prepare well for exams, attend offline lab and	Sign	+
IV					

Signature of HOD

Meeting Details VII Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	11/10/21		Advised to attend classes regularly and availability of study material.	<i>S. Sana</i>	<i>d</i>
II	26/11/21		Discussed regarding 2A marks and attendance status. Discussed about exam results.	<i>S. Sana</i>	<i>d</i>
III	27/12/21		Advised to solve more numericals and score well in inter sem.	<i>S. Sana</i>	<i>d</i>
IV					

Signature of HOD

9 Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosuraghatta Main Road
Bangalore - 560 067

Principal
Sapthagiri College of Engineering
Chikkasandra, Hosuraghatta Main Road
Bangalore - 560 067

Meeting Details VIII Sem

Sl. No.	Date of Meeting	Time	Nature of discussion held in brief	Initials	
				Student	Staff
I	12/4/21		Advised to attend classes regularly. Discussed regarding AICTE activity points.	Sign	
II	18/5/22		Discussed results of 7 th Sem Advised to attend classes regularly and score well in internals.	Sign	
III	14/6/22		Advised to attend classes regularly and score well in internals, solve more numericals Discussed regarding placement and attendance status	Sign	
IV					

Signature of HOD

Signature of Principal
Chikrasandra, H. D. ...

Parent/Guardian Communication Details


[illegible]

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FORMATIVE ASSESSMENT EVALUATION RECORD
Continuous Internal Evaluation (CIE)

SEMESTER	Ability to participate in classroom proceedings (5)	Interpersonal skills (5)	Intrapersonal skills (5)	Quiz (5)	Ability to use ICT Resources (10)	Presentation Skills (10)	Cognition and Comprehension (10)	Total (50)
1	5	4	5	4	9	10	10	47
2	5	4	4	5	9	10	10	47
3	5	4	4	5	9	10	10	47
4	5	4	5	5	10	10	10	49
5								
6								
7								
8								

Principal
Sapthagiri College of Engineering
(Chikkasandra, Hosur Road)
Bengaluru - 560 087


Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hosur Road
Bengaluru - 560 087



Date: 21/08/2023

This is to notify that the college management has decided to constitute

HEALTH CLUB

Following persons are hereby nominated as the members of *HEALTH CLUB* for the Academic year 2023-24.

Sl. No.	Name	Designation	Role
1	Dr.H.Ramakrishna	Principal	Chairman
2	Dr.G.Raghavendra	Associate Professor	Convener
3	Pramod.K.R	Assistant Professor	Faculty Member
4	Pramod.S.V	Assistant Professor	Faculty Member
5	Gopinath .K	Assistant Professor	Faculty Member
6	Chandrashekar. M	Assistant Professor	Faculty Member
7	Thanish Jain	Student	Student Member
8	Lekhana	Student	Student Member

Roles

- (i) To create health awareness among students and society.
- (ii) Hygiene education.
- (iii) To create awareness about ill effects of tobacco.
- (iv) To Keep the surroundings clean and provide green environment.

Responsibilities

- (i) To conduct health camps.
- (ii) To conduct awareness programs.
- (iii) To educate people by conducting outreach programs.

Wishing all the best,

Chairman

Convener

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057




SAPTHAGIRI COLLEGE OF ENGINEERING

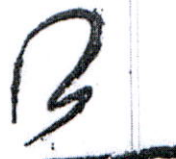
#14/5, Chikkasandra, Hesaraghatta Main Road, Bengaluru – 560057

HEALTH CLUB

Strategic Perspective Plan for Health Club 2023-24

Sl. No.	Chronology	Plan	Description	Strategy	Funds/Budget	Remarks
1	Sep 20th 2023	Blood donation camp	NSS UNIT and Health club of Sapthagiri College of Engineering organized "Blood Donation Camp" on 20th September 2023 in association with SIMS & RC Blood bank , Bengaluru.	Tips about donating the blood which regenerates new blood	Not Required	
2	Dec 1st 2023	HIV and its implications on Pregnant women	Team NSS, Health club, Women Cell organised the session in collaboration with SIMS & RC, Bengaluru	Awareness about HIV in pregnant women	Refreshment for Volunteers	
3	April 11th 2024	Food Walk	Students prepare different dishes of their region and present to the judges.	Healthy foods from different regions of the country are presented and their health benefits are explained.	Not Required	
4	June 7th 2024	Menstrual Health and Hygiene	A team of faculty and student volunteers organised "Menstrual Health and Hygiene " at Sapthagiri College of Engineering, Bengaluru.	Dr Ashwini.K, Dept.of Gynecology SIMS,Bangalore delivered the talk to female students and faculty.	Not Required	
5	June 21st 2024	International YOGA Day	The International Day of Yoga aims to raise awareness worldwide of the many benefits of practicing yoga	Importance of YOGA and its benefits	Refreshments	
6	June 21st 2024	Yoga for Women	A team of faculty and student volunteers organised "International Yoga Day" at Sapthagiri College of Engineering, Chikkasandra, Bangalore. The event was conducted by Dr Ashok Walikar Physical Director and coordinated by all members of POSH cell of SCE, Bangalore.	Importance of Yoga and its benefits exclusively for women.	Refreshments	
7	June 26th 2024	Drug Awareness Program	This year's World Drug Day campaign recognizes that effective drug policies must be rooted in science, research, full respect for human rights, compassion, and a deep understanding of the social, economic, and health implications of drug use.	The students took pledge not to consume drugs and create awareness about ill effects of using drugs.	Refreshments	


Convener


Principal
Sapthagiri College of Engineering
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Bangalore - 560 057

**ANNUAL REPORT OF
HEALTH CLUB
2023-24**

**SAPTHAGIRI COLLEGE OF
ENGINEERING BANGALORE**

Report of the activities of Health club for 2023-24

The first Health club committee meeting for the academic year 2023-24 was held on 24th August 2023 at 10.00 am. The agenda of meeting was to discuss about the activities to be conducted from Health club for the academic year 2023-24 and to discuss about the various activities which were conducted during the previous year. The discussion was mainly on preparations to be made for Health club and to conduct events for the community and students benefit.

The second Health club committee meeting was held on 12th February 2024 at 10.50 am to discuss the events conducted in the previous semester and the events to be conducted in the coming semester like millet program, yoga day and other activities.

The following events were conducted during the year 2023-24 –

- (i) Blood Donation Camp – 20/9/2023
- (ii) HIV and its implications on Pregnant women – 01/12/2023
- (iii) Food Walk – 11/04/2024
- (iv) Menstrual Health and Hygiene - 7/06/2024
- (v) International Yoga Day - 21/06/2024
- (vi) Yoga for Women – 21/06/2024
- (vii) Drug Awareness Program – 26/06/2024

Events were conducted successfully to sensitize the students and the community. To motivate the students to use millets. To sensitize the people about the yoga and its benefits. To create awareness about blood donation and its usefulness.


Convener


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HEALTH CLUB

SOP FOR 2023-24

The club's vision is to develop sensitivity among students in particular and the community in general regarding health and nutrition, awareness and maintenance of a healthy life style. The main responsibility of the Health Club is to take the initiative in creating awareness among the people regarding the major health hazards, the courses of many of the fatal diseases and their preventive measures. The members of this club organize cleaning campaigns, conduct informative classes for orphanages, Old Age Homes and remote villages are visited.

The college health club is a vehicle that empowers students to play an active role in deciding and implementing issues related to their health when they are in college and at home. The Club also affords the students and faculties the opportunity to become 'Agents of Change' who carry home and translate into action healthy habits and information they learn at health club and in this way influence their sibling, parents and friends.


The objectives of the Health club are:

1. To create awareness about health and hygiene.
2. To promote awareness about food safety.
3. To promote hygienic lifestyles.
4. To encourage outreach programs
5. Development of healthy attitudes and healthy behaviors by students

For the academic year 2023-24, the health club will conduct the following activities -

- (i) Blood Donation Camp – 20/9/2023
- (ii) HIV and its implications on Pregnant women – 01/12/2023
- (iii) Food Walk – 11/04/2024
- (iv) Menstrual Health and Hygiene - 7/06/2024
- (v) International Yoga Day - 21/06/2024
- (vi) Yoga for Women – 21/06/2024
- (vii) Drug Awareness Program – 26/06/2024


Convener


Principal

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraaghatta Main Road
Bangalore - 560 057



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HEALTH CLUB

MEETING NOTICE

Date: 23/08/2023

This is to notify that a meeting of Health club is convened on 24/08/2023 at 10.00AM at Principal's Chamber to discuss the following agenda:

Agenda 1: To discuss the events conducted during the previous semester.

Agenda 2: To discuss the activities for the current semester.


CONVENER

(Dr.G.Raghavendra)


Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057



HEALTH CLUB

MEETING NOTICE

Date: 09/02/2024

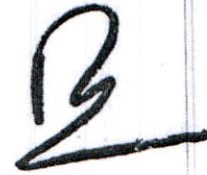
This is to notify that a meeting of Health club is convened on 12/02/2024 at 10.50AM at Principal's Chamber to discuss the following agenda:

Agenda 1: To discuss the activities conducted during the previous semester and plan the activities for the coming semester.

Agenda 2: To discuss conduction of Health awareness program and dengue and malaria awareness program.


CONVENER

(Dr.G.Raghavendra)



Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesarahatta Main Road
Bangalore - 560 057



HEALTH CLUB

MINUTES OF THE MEETING

Date: 24-8-2023

Today on 24th August 2023 from 10.00AM onwards a meeting of the HEALTH CLUB was held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl. No.	Name	Designation	Role
1	Dr.H.Ramakrishna	Principal	Chairman
2	Dr.G.Raghavendra	Associate Professor	Convener
3	Pramod.K.R	Assistant Professor	Faculty Member
4	Pramod.S.V	Assistant Professor	Faculty Member
5	Gopinath .K	Assistant Professor	Faculty Member
6	Chandrashekar. M	Assistant Professor	Faculty Member
7	Thanish Jain	Student	Student Member
8	Lekhana	Student	Student Member

Agenda:

1. To discuss the events conducted during the previous semester.
2. To discuss the activities for the current semester.

Principal gave opening remarks to the members. The following resolutions were made

Agenda 1

Resolution

Agenda 2

Resolution

The meeting was concluded with the vote of thanks by the convener


Convener


Chairman
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057



HEALTH CLUB

MINUTES OF THE MEETING

Date: 13-02-2024

Today on 12th February 2024 from 10.50AM onwards a meeting of the HEALTH CLUB was held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl. No.	Name	Designation	Role
1	Dr.H.Ramakrishna	Principal	Chairman
2	Dr.G.Raghavendra	Associate Professor	Convener
3	Pramod.K.R	Assistant Professor	Faculty Member
4	Pramod.S.V	Assistant Professor	Faculty Member
5	Gopinath .K	Assistant Professor	Faculty Member
6	Chandrashekar. M	Assistant Professor	Faculty Member
7	Thanish Jain	Student	Student Member
8	Lekhana	Student	Student Member

Agenda:

1: To discuss the activities conducted during the previous semester and plan the activities for the coming semester.

2: To discuss conduction of Health awareness program and dengue and malaria awareness program.

Principal gave opening remarks to the members. The following resolutions were made

Agenda 1

Resolution

Agenda 2.

Place for conducting Health awareness program was discussed. Involvement all student coordinators.

The meeting was concluded with the vote of thanks by the convener

Convener

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bangalore - 560 057



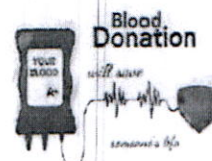
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HEALTH CLUB REPORT

Name of the Event organised	Blood Donation Camp
Date and Day	20/09/2023
Collaboration or Association	HEALTH CLUB , NSS, Sapthagiri Hospital Blood Bank
Issues addressed	Awareness on Blood Donation
Place of the event conducted	Sapthagiri Hospital
Impact & Sensitization	To help students to highlight benefits of Blood Donation
Faculty Coordinators	Dr.G.Raghavendra , Dr. Tulsidas, Dr. Ganaraj Bhatt



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Health Club , NSS, Sapthagiri Hospital are organizing "BLOOD DONATION CAMP"

Date: 20/09/2023

Time: 10 am to 4 pm

Sri. G. Dayanand
Chairman, SCE

Sri. G. D. Manoj
Executive Director, SCE

Dr. H. Ramakrishna
Principal, SCE

Dr. G. Raghavendra
Health Club Convener, SCE

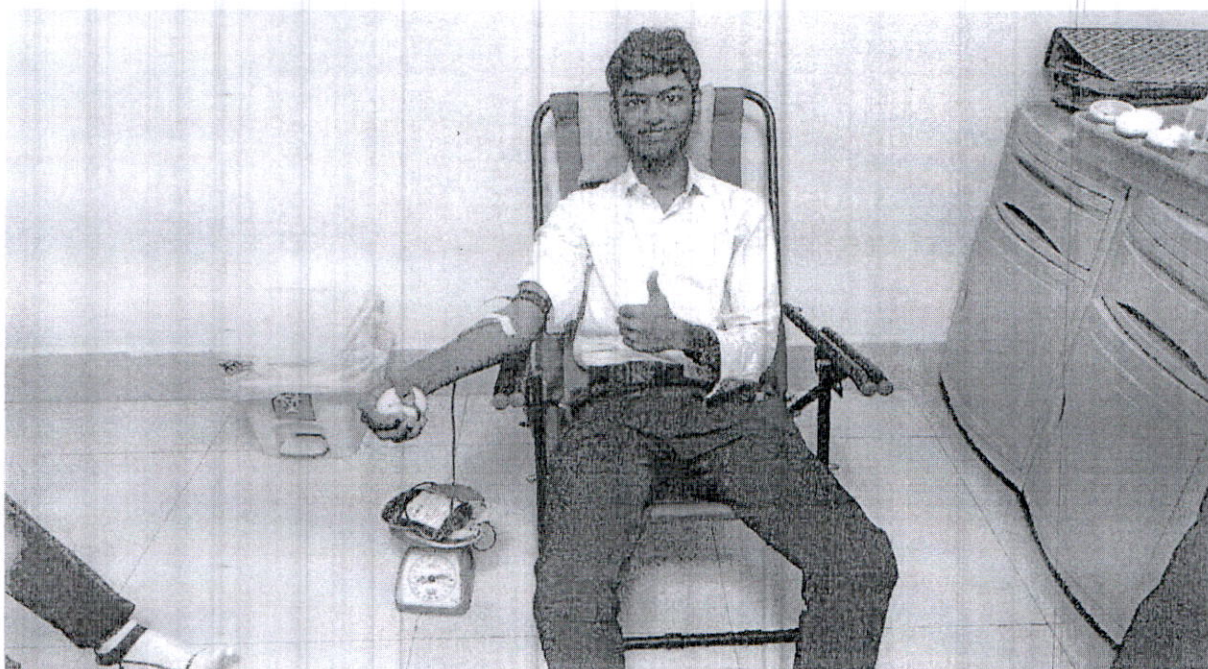
Dr. Tulsidas .
NSS Convener, SCE

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Dr. Ganaraj Bhatt from Sapthagiri institute of medical sciences and Research center (SIMS RC) spoke about the benefits of blood donations and how it can improve our own wellbeing and save others lives.




Convener


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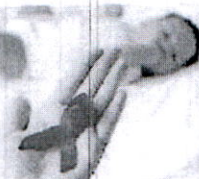
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HEALTH CLUB REPORT

Name of the Event organised	HIV & its implications on pregnant women
Date and Day	01/12/2023
Collaboration or Association	HEALTH CLUB, Women club, NSS & Sapthagiri Hospital
Issues addressed	Awareness on HIV in pregnant women
Place of the event conducted	Sapthagiri Hospital
Impact & Sensitization	To Create awareness on HIV
Faculty Coordinators	Dr.G.Raghavendra



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Department of Health Club, Women cell and NSS
In collaboration with Sapthagiri Hospital
jointly organizes session on

"HIV and its implications on Pregnant women"

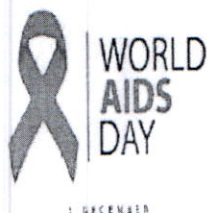
Delivered by

Dr.Ganaraj Bhatt
Sapthagiri Hospital.

Date:01/12/2023

Time:10 am to 12pm

Sri. G. Dayanand
Chairman, SCE



Sri. G. D. Manoj
Executive Director, SCE

Dr. H. Ramakrishna Principal, SCE

Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road,
Bangalore - 560 057

Dr. Ganaraj Bhatt from Sapthagiri institute of medical sciences and Research center (SIMS RC) spoke about the HIV and its effects on account of World AID's day. The problems faced by the students in today's world due to drugs and other types of addictions. He also interacted with students and suggested various preventive techniques to overcome HIV. He highlighted the effect of HIV in Pregnant women



CA
Convener

B



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HEALTH CLUB REPORT

Name of the Event organised	Food Walk
Date and Day	11/04/2024
Collaboration or Association	HEALTH CLUB
Issues addressed	Different types of food varieties
Place of the event conducted	Sapthagiri College of Engineering
Impact & Sensitization	Health benefits of various dishes from all over India
Faculty Coordinators	Dr.G.Raghavendra

Students of Electrical and Electronics Engineering department prepared various dishes by forming groups. They highlighted the dishes of their place and told the health benefits.





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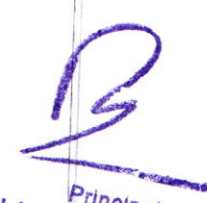



Convener


Principal
Sapthagiri College of Engineering
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Bangalore - 560 057

Type of event/activity	SEMINAR
Name/Title of the Activity/Event	Menstrual Health and Hygiene
Speaker	Dr Ashwini K Dept. of Gynecology SIMS,Bangalore
Date of Organization	7/06/2024
Venue (with address)	Seminar Hall, Sapthagiri College of Engineering
Organized by	Program Co-ordinator: Dr. Soumya C
Objectives of the event/activity	<ul style="list-style-type: none"> Ensuring the health and dignity of girls and women. Clarifying existing myths and misconceptions around menstruation. Improving personal comfort and increased mobility. Using clean and safe menstrual products. Maintaining personal hygiene.
Participants (Please attach list of participants, if it is organized/conducted in the dept.)	<ul style="list-style-type: none"> 150 participants
Mention organized /participated/attended	<ul style="list-style-type: none"> Organized

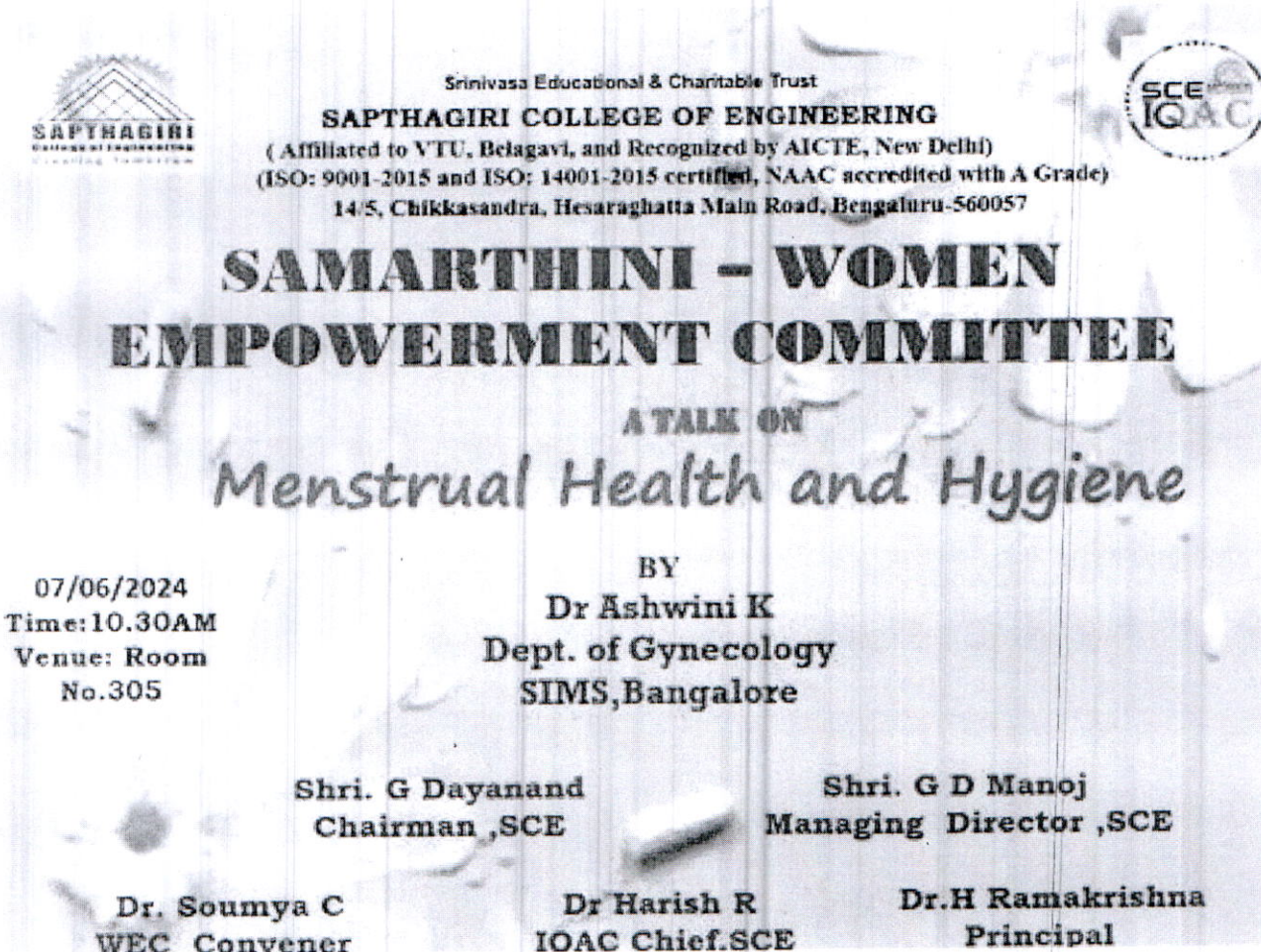
Event Description:


Principal
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The Department of Biotechnology in association with SAMARTHINI – WOMEN EMPOWERMENT COMMITTEE conducted a Menstrual Health and Hygiene Seminar for Students on 07th June 2024 from 10.30AM- 12.30AM.

The main aim of arranging the Seminar is to Create awareness and importance on Menstrual Health and Hygiene.

Brochure:



The brochure is for a seminar titled "SAMARTHINI - WOMEN EMPOWERMENT COMMITTEE" focusing on "Menstrual Health and Hygiene". It is organized by the Department of Gynecology at SIMS, Bangalore. The event is scheduled for 07/06/2024 at 10.30AM in Room No.305. The brochure includes logos for Sapthagiri College of Engineering, SCE IQAC, and the Institution's Innovation Council. It also lists the names and titles of the organizers: Shri. G Dayanand (Chairman, SCE), Shri. G D Manoj (Managing Director, SCE), Dr. Soumya C (WEC Convener), Dr. Harish R (IOAC Chief, SCE), and Dr. H Ramakrishna (Principal).

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SCE IQAC

SAMARTHINI - WOMEN EMPOWERMENT COMMITTEE

A TALK ON
Menstrual Health and Hygiene

BY
Dr Ashwini K
Dept. of Gynecology
SIMS, Bangalore

07/06/2024
Time: 10.30AM
Venue: Room
No.305

Shri. G Dayanand
Chairman, SCE

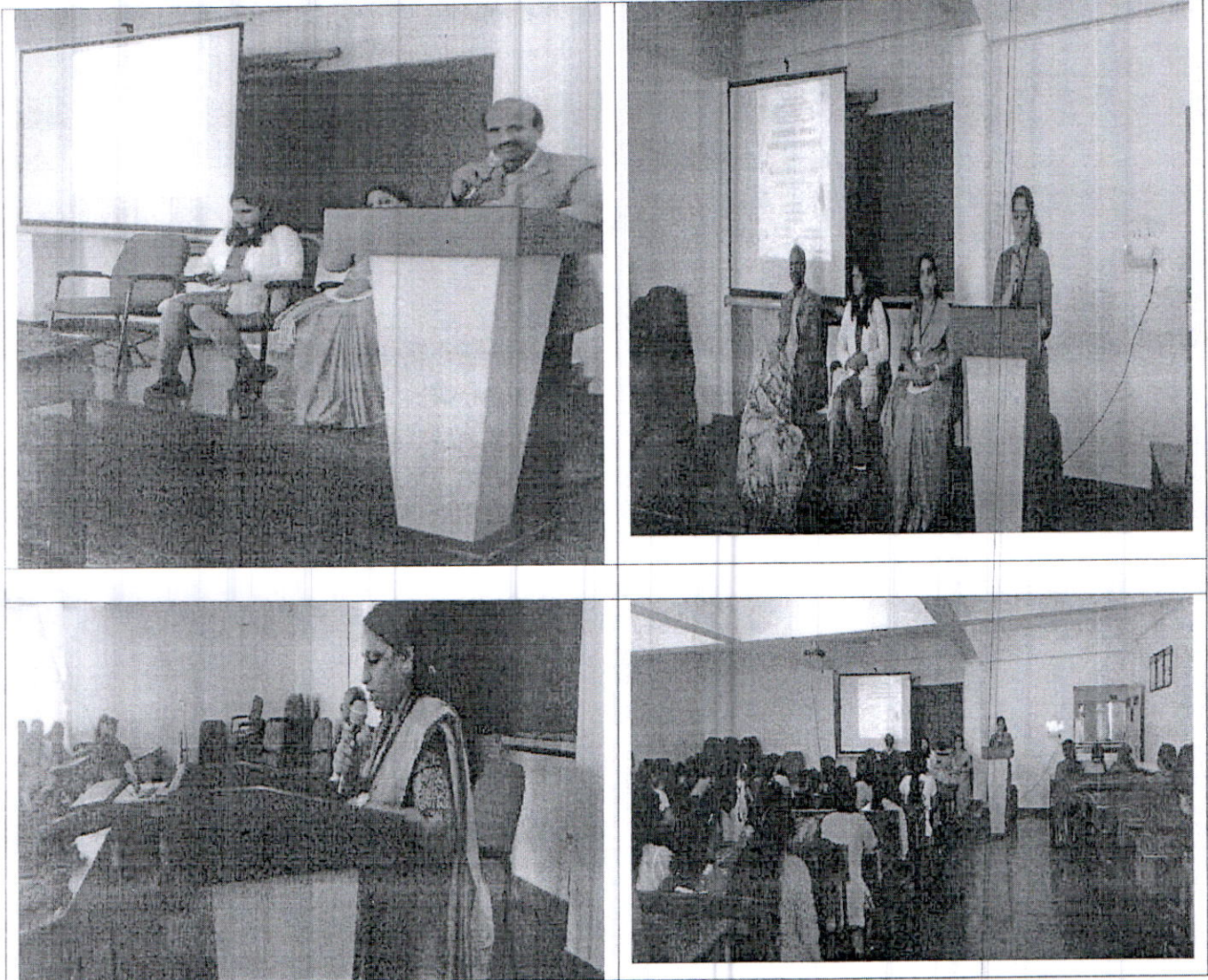
Shri. G D Manoj
Managing Director, SCE

Dr. Soumya C
WEC Convener

Dr Harish R
IOAC Chief, SCE


Dr. H Ramakrishna
Principal

Images of the Event:



Faculty Co-ordinator:

Dr. Sowmya C

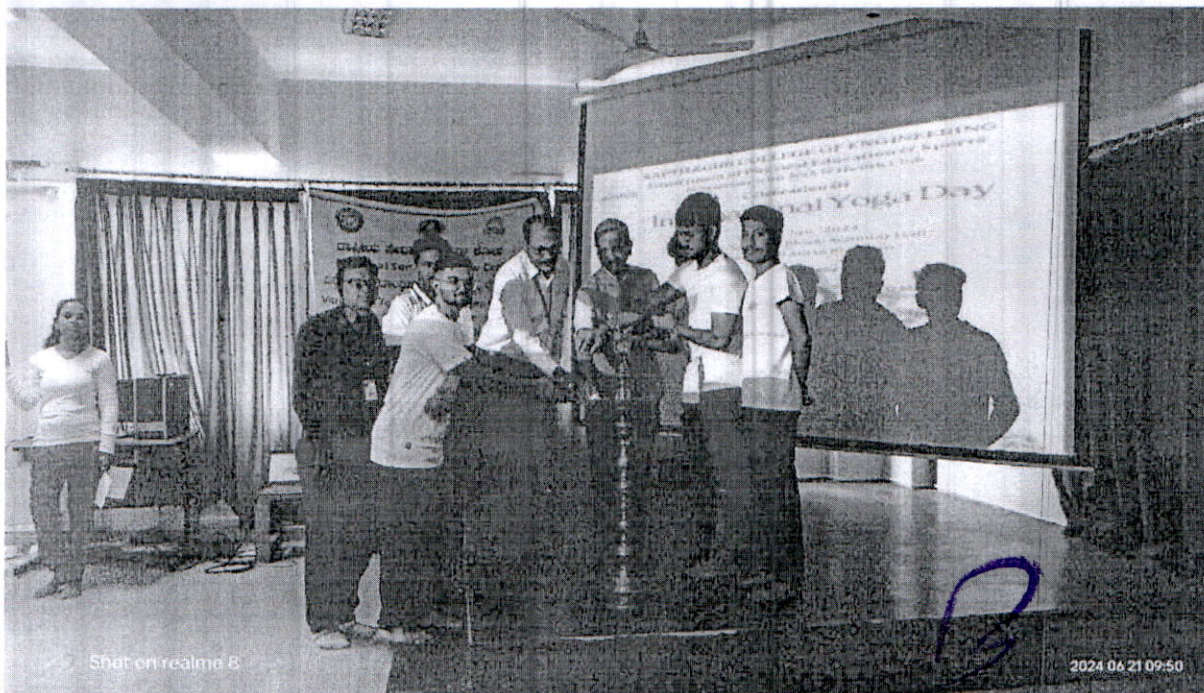

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HEALTH CLUB REPORT

Name of the Event organised	International Yoga Day
Date and Day	21/06/2024
Collaboration or Association	HEALTH CLUB , NSS, Physical Education
Issues addressed	Awareness about yoga
Place of the event conducted	Sapthagiri College of Engineering
Impact & Sensitization	To help students overcome fitness and health issues
Faculty Coordinators	Dr.G.Raghavendra, Dr.Tulsidas, Dr.Ashok



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EQUAL OPPORTUNITY COMMITTEE (SAPTHA SAMATHA)

Date: 11-10-2023

The following Committee has been formed by the Chairman, the Principal, as per the UGC guidelines to take care of the welfare of SC/ST students and students with disability of Sapthagiri College of Engineering.

Sl. No.	Name	Designation	Role	Department
1	Dr. H Ramakrishna	Principal	Chairmen	-
2	Dr. Ranganatha H R	Professor	Convener	ISE
3	Prof. Shashi Rekha	Assistant Professor	Member	CSE
4	Prof. Manasa	Assistant Professor	Member	ISE
5	Prof. Agalya	Assistant Professor	Member	ECE
6	Prof. Priyanka	Assistant Professor	Member	CIVIL
7	Prof. Mohan A E	Assistant Professor	Member	ME
8	Prof. Pavithra	Assistant Professor	Member	EEE
9	Dr. Gowri mirji	Assistant Professor	Member	BT
10	Ms. Hema	Student	Member	EEE
11	Ms. Mythri Naika N J	Student	Member	EEE
12	Ms. Mandhara B G	Student	Member	CSE
13	Mr. Laxmi narasimha	Student	Member	BT
14	Ms. Prakruthi	Student	Member	ISE
15	Mr. R K Rahul	Student	Member	ISE

H R Ranganatha
Convener

Dr. H R Ranganatha
Dr. H.R Ranganatha
Prof. & H.O.D

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[Signature]
Principal
Principal

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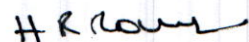
OBJECTIVE:

The Committee is formed for the welfare of Socially Deprived as well as Differently Abled students of Sapthagiri College of Engineering. The committee is having faculty as well as students as its members and the Convener being a senior professor. Principal is the Chairman of this committee.

Roles & Responsibilities:

According to the UGC Guidelines of 1998, following are the objectives of the committee

- i. Circulate GOI and Commission's decisions and to collect regularly, on an annual basis, information regarding course-wise admissions to candidates belonging to the Scheduled Castes and Scheduled Tribes in the College.
- ii. Analyze information on admissions, education, training and employment of SCs and STs; prepare reports for transmission to the Ministry of Human Resource Development/University Grants Commission and such other authorities as may be required.
- iii. Function as a Grievances Redressal Cell for the grievances of SC/ST students and employees and render them necessary help in solving their academic as well as administrative problems.
- iv. To promote higher education among these two communities suffering economic, social and educational deprivations.
- v. To take care of the differently abled students welfare like providing physical facilities, Counseling and medical assistance etc.

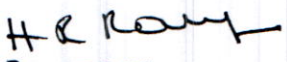

Convener

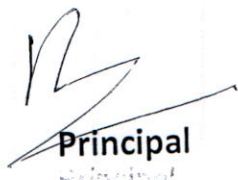
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Activities Planned and Conducted Under EOC

Sl. No.	Date	Plan	Description	Report
1	13/10/2023	To conduct meeting	To schedule the event date, time, type, exploring roles and responsibilities of each member.	Meeting Conducted on 13/10/2023 and he individual member roles and responsibilities will be explained
2	30/10/2023	To conduct an event for the benefit of SEB students	Benefits of Equal Opportunities for Students.	Talk has been arranged on 30/10/2023 by the faculty member Prof. Agalya
3	28/11/2023	To conduct an event	Awareness program about Carrier opportunity and also cracking competitive Exams for SC/ST and socially backward students.	Program was conducted for about 150 students across the various branches on 28/11/2023 the resource person was Dr. Praveen
4	23/12/2023	To conduct an event for girls students	A program has been arranged to mark International women's Day	A program has been organized by EOC and In Association with SAMARTHINI for girls students to bring in awareness about various health issues and other useful tips resource person: Dr. Veena more SIMSRC Bangalore.
5	05/01/2024	To conduct an outreach programs to visit nearby govt school	Planned to visit nearby govt school to bring an aware ness about the social responsibilities among students by extending help to primary students in making understand about basics of computers	Program could not be conducted due to some unavoidable circumstances
6	20/01/2024	Final Report	To prepare final report of Equal Opportunities Committee and submit to IQAC	Convened a meeting to prepare and reviewed about the activities and organized and prepared the report


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EQUAL OPPORTUNITY COMMITTEE
(SAPTHA SAMATHA)
Annual Report for AY 2023-24

Saptha Samata - Equal Opportunity Committee of the college ensures that all students are treated as equal and attempts to address deep-seated inequalities in our system. It also guides SC/ ST students too avail of all permissible scholarships and financial assistance.


Saptha Samatha- EOC of the college is very active in organizing very useful events for socially backward community in general and students belong to this community in particular to cater the needs of the community and to bring in equal opportunity among the students.

The committee for the year 2022-23 had planned 4 events. However it could conduct 4 events successfully.

The brief report for the year 2022-23 is as below under.

1. **Benefits of Equal Opportunities for Students.:** The objective of the Program is to create awareness program among the social backward society children for their benefits and various schemes
- 2 **Talk on carrier guidance:** The objective of the Program is to provide basic awareness about Carrier guidance
3. **A program has been arranged to mark International women's Day:** The main objective of the program is to provide Awareness on Women hygiene by our Team of students for social backward society women.

Conclusion: As we have completed four events in this academic year, we are planning to conduct more events in next academic year.


Convener

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(SAPTHA SAMATHA)
Annual Report for AY 2023-24

1 Report on Benefits of Equal Opportunities for Students.



Fig: Prof. Agalya explaining the various about the benefits of EOC for the students of socially and economically backward students community in the About 76 students have attended the occasion

The Department of ISE has organized a seminar on: "awareness program for socially and economically backward students community ." under the banner EOC on 30/10/2023

Recourse person has given insight about the various benefits of different department of both the govt of India and Karnataka. Dr. H R Ranganatha , Prof and head of ISE also call upon students to utilize the benefits that are being extended by the government of Karnataka and India. Students have expressed their opinion and appreciated the organizing committee and requested to conduct many more such events

H R Ranganatha
Convener

Dr. H R Ranganatha

Dr H.R Ranganatna
Prof. & H.O.D

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**EQUAL OPPORTUNITY COMMITTEE
(SAPTHA SAMATHA)
Annual Report for AY 2023-24**

2 Report on Talk on carrier guidance



Fig:Dr. Praveen delivering talk on carrier guidance



Fig: Students are keen in knowing about the carrier development

The Department of ISE has organized a seminar on Topic: "Security aspects in Financial Transactions using Block chain Technology." under the banner of EOC forum in order to enhance carrier opportunity on 28/11/2023 . The talk was organized by the department of Information Science and Engineering. Chaitra T P of 7th semester of Information Science and Engineering welcomed the gathering. The principal of Sapthagiri college of Engineering H Ramakrishna addressed the students and advice the students to be effective. The Head of the Department of Information Science and Engineering H R Ranganatha addressed the student and he emphasized that student should take part in such event so that they can build the carrier. The speaker of the topic is Dr Praveen. He delivered the core concept of Block chain to the students. In event About 120 students took part in the session and expressed satisfaction about the event. Students have expressed their satisfaction about the event

H R R

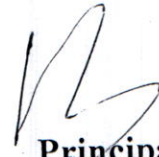
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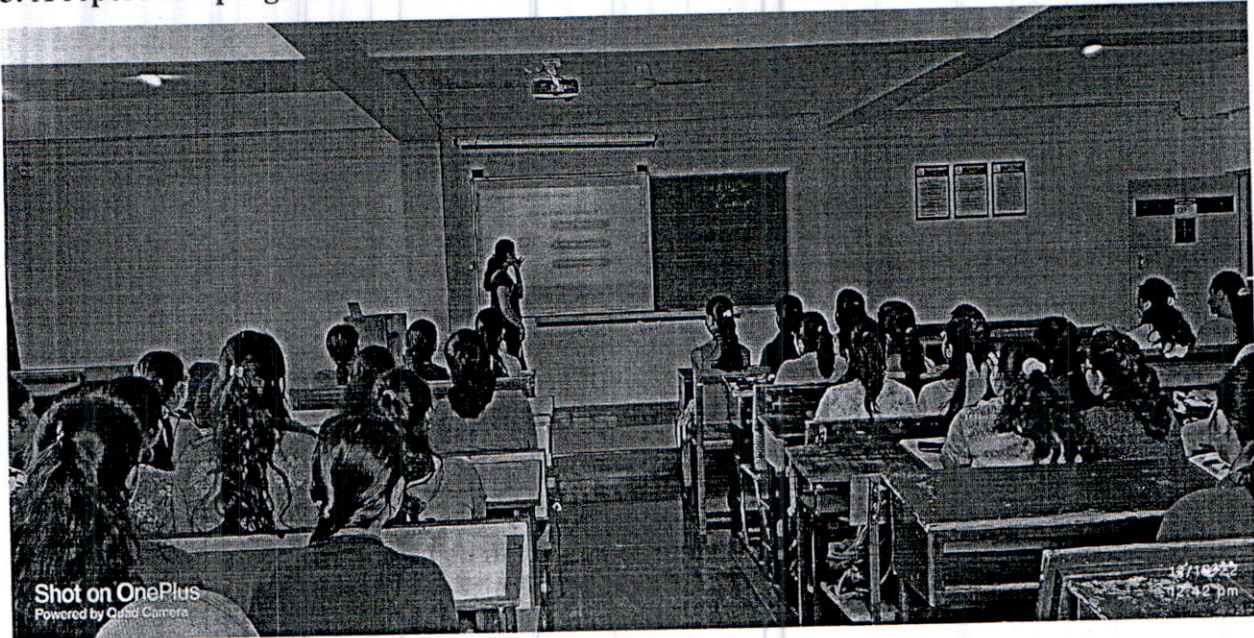


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EQUAL OPPORTUNITY COMMITTEE
(SAPTHA SAMATHA)
Annual Report for AY 2023-24

3. A report on program has been arranged to mark International women's Day



Dr. Veena more is giving lecture about the welfare of girl student's safety and anti-sexual harassment

The Department of ISE has organized a seminar on Topic: "Anti sexual harrasment." under the banner of EOC on 05/01/2024 in order to Bring the awareness and cautions in the event of any sexual abuse ,bad touch etc . The talk was organized by the EOC on . Nagaveni of Information Science and Engineering welcomed the gathering. The principal of Sapthagiri college of Engineering H Ramakrishna addressed the students and advice the students about the societal evils and how to react and what cautions to take etc. The Head of the Department of Information Science and Engineering and Convener of EOC H R Ranaganatha addressed the student and he emphasized that how girl student should act and what procedure to follow in case they are sexually abused. In event About 110 students took part in the session and expressed satisfaction about the event. Students have expressed their satisfaction about the event

H R Ranganatha

Convener

Dr. H R Ranganatha

Dr. H R Ranganatha
Prof. & H.O.D

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SAPTHAGIRI COLLEGE OF ENGINEERING

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Date: 06.09.2023

Discipline Committee

This is to notify that academic administration of the college constituted Discipline Committee Dr. A M Nagaraja, Professor Department of Electronics and Communication Engineering is the convener of the Committee and following are the members from various department for AY 2023-24

Sl.No	Name	Dept.	Designation	Role	Phone No
1	Dr. H.Ramakrishna		Principal	Chairman	9880703600
2	Dr. A.M.Nagaraja	ECE	Professor	Convener	9916192102
3	Dr. Praveen kumar K V	CSE	Professor	Member	9844784015
4	Prof.Chandrashekar	ISE	Asst.Professor	Member	7975281805
5	Prof.Pramod S V	MECH	Asst.Professor	Member	9986380647
6	Dr.Anil kumar	MECH	Asst.Professor	Member	9449975695
6	Dr.Sowmya C	BT	Asst.Professor	Member	9538819506
7	Prof. Gopinath	EEE	Asst.Professor	Member	9036076909
8	Prof.Santhosh R	CIVIL	Asst.Professor	Member	9845011660
9	Prof.Anasuya A M	CHEM	Asst.Professor	Member	8722602124
10	Prof.Santhosh H C	MATH	Asst.Professor	Member	9740519730
11	Prof. Ravikantha	CHEM	Asst.Professor	Member	9880526805
12	Prof.Gnaneendra	PHY	Asst.Professor	Member	9845670404

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Date: 06.09.2023

Meeting Circular

Discipline committee meeting is convened at Board room on 6th September 2023, Wednesday, at 11.00 AM. All the members are requested to attend meeting.

Agenda of the meeting,

1. Preventative action to reduce acts of indiscipline
2. Day wise monitoring across the campus
3. Guiding first year (2023-24) students to the respective class rooms on 11.09.2023
4. Co-ordination with the Anti-ragging team

Copy to:

1. Members of the committee
2. File

Principal

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Date: 06.09.2023

Minutes of the meeting

Venue: Board room

Time: 11.00am

The meeting of Disciplinary Committee commenced with a welcome by the Chairman of the Committee.
The following points were discussed.

1. Preventative action to reduce acts of indiscipline.
 - Frequent rounds in the college campus.
 - Conduct awareness programme among the students and counsel them if necessary.
2. Coordination with the Anti-ragging team.
 - Members are directed to prevent the ragging in and out of the campus, if anything found, bring it to the principal immediately.
3. Follow the rules and Regulations.
 - Dress code in the college is mandatory, Mobile usage in corridor, class rooms are strictly prohibited, members are directed to monitor.

The following members were present in person

Sl.No	Name	Dept.	Designation	Role
1	Dr. H.Ramakrishna		Principal	Chairman
2	Dr. A.M.Nagaraja	ECE	Professor	Convener
3	Dr. Praveen kumar K V	CSE	Professor	Member
4	Prof.Chandrashekar	ISE	Asst.Professor	Member
5	Prof.Pramod S V	MECH	Asst.Professor	Member
6	Dr.Anil kumar	MECH	Asst.Professor	Member
6	Dr.Sowmya C	BT	Asst.Professor	Member
7	Prof. Gopinath	EEE	Asst.Professor	Member
8	Prof.Santhosh R	CIVIL	Asst.Professor	Member
9	Prof.Anasuya A M	CHEM	Asst.Professor	Member
10	Prof.Santhosh H C	MATH	Asst.Professor	Member
11	Prof. Ravikantha	CHEM	Asst.Professor	Member
12	Prof.Gnaneendra	PHY	Asst.Professor	Member

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