

Proctor Committee Report

Preparing the students for college education can be challenging, especially with the added stress of starting the semester, which is not at place in plus two levels. Mentor/Proctor method has come to us handy in this respect which furthers the motivational level. Mentor/Proctor programs for new students and seasoned students are becoming necessity in an effort to keep students in the classroom with distinct vision and mission.

At present a proctor manual is maintained for each student in order to track his skill, knowledge, and language ability, co-curricular and extracurricular capabilities. Proctor also counsels students at the time of need like depression, during examination misbehavior, career opportunities, and health problem so on to mention a few.

Work assigned to proctors

- To prepare data-base of each student for the automation of students record.
- To call/send the letter of intimation to the parents of irregular students.
- To appraise the students about the scholarship/free ship available.
- To motivate the students to take part in academic and extra curriculum activities.
- To develop more interaction with the students and arrange for remedial and bridge course.
- To maintain a record of all the activities conducted.
- To interact with the students periodically and help them to overcome to their grievances.

PROCTOR COMMITTEE

Exofficio chairperson	:	Dr. H.P. Veerabdraswamy Principal
Guided by	:	Prof. C.S. Somashekaraiah IQAC Coordinator
Convener	:	Smt. Srivalli K L
Members	:	Prof. Anilkumar M Prof. Basavesh B Dr. Shylesh B S Dr. Padmaja Y M Sri Lingadevarappa K S Dr. K.S. Shivaprasad Smt. Rathnamma Y S

VISION

To enhance our reputation as a world class teaching and research institution which is recognized for its Innovation, Excellence and Discovery, which attracts the best students and staff world wide.

MISSION

Taking inspiration from our motto, Proctor system creates a diverse learning and living community: one that values the individual and recognizes the potential of each member to stretch beyond what had been thought possible.

Proctors list – 2018-19

Course	Combination	Proctor Name	Student Strength		
			Male	Female	Total
I BA	HEP	Mohankumar D. R	52	10	62
	HSK	Leelavathi H	10	8	18
II BA	HEP	Prasannakumar N	30	15	45
	HSK	Khalida Khanum	2	3	5
III BA	HEP	Parashivamurthy	23	7	30
	HSK	Padmaja Y.M	2	10	12
I B.Sc	PCM	Snehashree R, Sandhya V, G.R Revanasiddappa	41	49	90
	PMCs	Arockyaswamy P	25	20	45
	CBZ	Kruthika N H	48	42	90
	CZBt	Nandini	14	16	30
II B.Sc	PCM	Chaithra S	33	38	71
	PMCs	Sowjanya G	15	22	37
	CBZ	Harshitha B, Geetanjali K.S	32	34	66
III B.Sc	PCM	Sindhu S	29	39	68
	PMCs	Mallesh Babu S	6	7	13
	CBZ	Padmashree M.S	30	26	56
I B.Com A		Vijayalakshmi T R	44	36	80
I B.Com B		Pushpalatha K G	54	29	83
II B.Com A		Mujeeda	25	39	64
II B.Com B		Asharani R S	38	28	66
II B.Com C		Saptha P	27	33	60
III B.Com A		Yashaswini R	42	48	90
III B.Com B		Srinivasareddy	40	42	82
I BBM		Sangeetha N	24	9	33
I BCA		Chethana V, Sathisha	52	35	85
II BCA		Kumaraswamy C S	32	35	67
III BCA		Shruthi P	37	32	69
I M.Com		Chandrika N	23	34	57
II M.Com		Madhu S Kumar	10	34	44
II MA		Srivalli K L	6	5	11

Class Representatives list – 2018-19

Course	Combination	CR Name
I BA	HEP	Manohar B U, Mamatha Rani Mohanti
	HSK	Venkatesh
II BA	HEP	Shashidhara, Triveni
	HSK	Govindaraju
III BA	HEP	Krishnamurthy V R, Bheemaprasad
	HSK	Chikkanna E
I B.Sc	PCM	Mahadevaprasad D R, Usha B K
	PMCs	Rakesh R Aradhya, Shivaganga P U
	CBZ	Nalina, Maruthi
	CZBt	Gurukiran, Bharathi
II B.Sc	PCM	Rangaswamy, Inchara Y
	PMCs	Karthik D R, Divya T M
	CBZ	Aishwarya
III B.Sc	PCM	Dhanush Gowda, Ramya G
	PMCs	Prithvi S, Shobha B S
	CBZ	Jayasimha P, Shakunthala M S
I B.Com A		Karthik, Aditi
I B.Com B		Nagaveni, Yathish Gowda
II B.Com A		Arathi K Ravani, Gowtham K R
II B.Com B		Devendra, Rekha
II B.Com C		Sahana N, M.D. Talhasamram
III B.Com A		Bhavya G, Vinay G K
III B.Com B		Prasanna H D, Lavanya
I BBM		Bhumika, Ashok R G
I BCA		N.S. Manoj kumar, Sushmitha
II BCA		Bhavana R, Lavankishore T K
III BCA		Ganesh, Deepa
I M.Com		Samreen, Roshan
II M.Com		Tejaswini H B, Yamuna K G

Meetings conducted during this academic year 2018-19

Proctor Committee conducts Proctors and Class Representatives meeting in every semester to allot work for proctors and ask the grievances of the students through CRs respectively.

Date & Time	Meeting	No of Members Present	Discussion Occurred
24-7-2018	Proctor Meeting	25	To update proctors records To select 2 CRs for the each class, Instructed to council the students and to record it in a meeting register.
3-9-2018	C R meeting	50	Attendance shortage was informed to students. Students were informed to use the medical checkup arranged by institution on every Tuesday. Students were interested to celebrate Teachers Day on 5-9-2018 and took permission from Principal. Program List was prepared. Many problems of students were discussed related to shortage of desk, cleanness of class room etc.
10-1-2019 12.30	CR Meeting	31	Lesson plans prepared by individual faculty members in their subject were distributed to students crosscheck whether the portions are completing according to the plan. Students asked to purchase new books for library and provide internet facilities for the lab.
28-1-2019 4 PM	Proctors meeting	27	Discussion held on to take initiative to render volunteer service at Siddaganga Mutt on 31-1-2019 and get the list of 10 students from each class. Proctors informed to remind the students to pay balance fees amount and to prepare shortage of attendance etc.
13-3-2019 1.30 PM	CR Meeting	31	Dr. Shylesh, Abhivyakthi Convener informed CRs to take active representation in college fest. Principal gave permission to celebrate class social for final year students. Many problems related to infrastructure, completion of syllabus were discussed in this meeting.

Proctors list – 2019-20

Course	Combination	Proctor Name	Student Strength		
			Male	Female	Total
I BA	HEP	Rekha Himanand, Chethankumar N G	52	27	79
	HSK	Shivakumar	27	16	43
	HEE	Chethankumar N G	20	13	33
II BA	HEP	Mohankumar D R	32	9	41
	HSK	Padmaja Y M	7	4	11
III BA	HEP	Prasannakumar	26	11	37
	HSK	Mallikarjun	2	2	4
I B.Sc	PCM	Kushala, Arun, Trinethra	44	37	81
	PMCs	Lingadevarappa	25	4	29
	CBZ	Rakesh,	45	33	78
	CZBt	Hema	19	13	32
II B.Sc	PCM	Snehashree R, Sandhya V	35	47	82
	PMCs	Sowjanya G	18	20	38
	CBZ	Kruthika, Soundarya	35	41	76
	CZBt	Niranjan	11	18	29
III B.Sc	PCM	Yogesh S M	35	35	70
	PMCs	Kumarswamy, Shruthi	14	20	34
	CBZ	Geetanjali K S, Harshitha B	31	32	63
I B.Com A		Navya S Murthy, Chandrika S	41	27	68
I B.Com B		Rangaraju,	45	23	68
I B.Com C		Nagalakshmi, Navya S Murthy	49	19	68
II B.Com A		Sapta P, Yashaswini R	48	38	86
II B.Com B		Asharani S R, Madhu S Kumar	55	33	88
III B.Com A		Yashaswini R, Sangeetha	46	44	90
III B.Com B		Madhu S Kumar, Basavashruthi	39	45	84
I BBM		Mujeeda	21	7	28
II BBM		Sangetha	15	8	23
I BCA		Mamatha, Shruthi, Kumarswamy	39	25	64
II BCA		Sowjanya, Satheesh, Arockiaswamy	46	33	79
III BCA		Mamatha, Arockiaswamy, Lingadevrappa	23	45	68
I M.Com		Chandrika S	3	23	26
II M.Com		BasavaShruthi	7	45	52

Class Representatives list – 2019-20

Course	Combination	CR Name
I BA	HEP	Meghana S
	HSK	Hareesh M S, Vaishnavi R
	HEE	Janani C, Madesh
II BA	HEP	Manohar B U, Mamatha Rani Mohanti
	HSK	Mallikarjun
III BA	HEP	Shashidhara, Triveni
	HSK	Govindaraju
I B.Sc	PCM	Abhishek T J, Bhoomika M
	PMCs	Nikhil T S
	CBZ	Rangalakshmi, Kiran P
	CZBt	Udaykumar M
II B.Sc	PCM	Mahadevaprasad D R, Usha B K
	PMCs	Rakesh R Aradhya, Shivaganga P U
	CBZ	Nalina, Venkatesh
	CZBt	Gurukiran, Bharathi
III B.Sc	PCM	Rangaswamy, Rashmi V K
	PMCs	Dinesh Babu D N, Arpitha M
	CBZ	Aishwarya, Rudresh
I B.Com A		Bhavana, Anil G
I B.Com B		Kavitha S, Mahamad Raheem
I B.Com C		Swathi K A, Vinay Patel
II B.Com A		Karthik, Aditi
II B.Com B		Nagaveni, Yathish Gowda
III B.Com A		Arathi K Ravani, Gowtham K R
III B.Com B		Sahana N, Chandrakanthi Bharath
I BBM		Yathish, Bhoomika
II BBM		Sangeetha, Moneesh M G
I BCA		Manvanth L J, Bhoomika M
II BCA		Tejraj, Sushmitha
III BCA		Meghana, Lavankishore T K
I M.Com		Darshan
II M.Com		Samreen, Roshan

Meetings conducted during this year 2019-20

Date & Time	Meeting	No of Members Present	Discussion Occurred
8-7-2019	proctor meeting	29	Proctors were informed to update proctors records, assigned to select 2 CRs for the each class, instructed to council the students and to record it in a meeting register.
5-8-2019	CR Meeting	24	Attendance shortage was informed to students. Students were informed to use the medical checkup arranged by institution on every Tuesday. Many problems of students were discussed related to shortage of desk, cleanness of class room etc.
28-8-2019 12.30	CR Meeting	31	Lesson plans prepared by individual faculty members in their subject were distributed to students crosscheck whether the portions are completing according to the plan. Students asked to purchase new books for library and provide internet facilities for the lab.
30-8-2019	CR Meeting	35	Discussion of celebration of Teachers' day. All CRs assigned to do their work by making different committees.
17-1-2020 3.30 PM	Proctor Meeting	30	Principal told that college is going to take ISBN No to publish articles and Dr. Shivaprasad will be in charge of that and asked to write articles. Principal emphasized to take students on Industrial visit or educational tour. IQAC Coordinator asked to details of students of all sections both in hard and soft copy to him on or before 1 st Feb 2020. Proctors informed to remind the students to pay balance fees amount and to prepare shortage of attendance etc..
3-2-2020 12.30 PM	CR Meeting of B.Sc and BCA	21	Students discussed their problems regarding shortage of desk in the classroom, need of projectors, tidiness of classroom and washroom etc. Principal instructed them to crosscheck the completion of portion, get list of students who are willing to take certificate course.
4-2-2020 12.30	CR Meeting of BA and B.Com	27	Students raised their problems regarding remedial classes – timings were not convenient, shortage of desk, to bring reference books for library etc. Students asked to conduct Abhivyakthi cultural fest 3 days as like before instead of 2 days. Principal instructed to keep their class room and campus cleanly and not to use mobile phones in campus.

Proctors list – 2020-21

Course	Combination	Proctor Name	Student Strength		
			Male	Female	Total
I BA	HEP	Chandrashekar B R	40	16	56
	HEE	Sarvamangala H G	16	5	21
II BA	HEP	Chethankumar N G	41	25	66
	HSK	Ranganath	16	14	30
	HEE	Chethankumar N G	15	6	23
III BA	HEP	Mohankumar D R	30	9	39
	HSK	Padmaja Y M	5	3	8
I B.Sc	PCM	Yogesh S M	56	34	90
	PMCs	Lingadevarappa	9	5	14
	CBZ	Geethanjali K S	61	21	82
	CZBt	Sowmya L	16	14	30
II B.Sc	PCM	Kushala P S	32	31	63
	PMCs	Kumaraswamy C S	20	4	24
	CBZ	Asharani J B	38	28	66
	CZBt	Mala T D	15	13	28
III B.Sc	PCM	Revanasidappa G R	35	44	79
	PMCs	Shruthi P	15	17	32
	CBZ	Shahanaz Fathima	33	38	71
	CZBt	Sowmya L	10	19	29
I B.Com A		Navya S Murthy	34	26	60
I B.Com B		Rangaraju S R	45	31	76
II B.Com A		Yashaswini R	58	44	82
II B.Com B		Mujeeda	81	20	101
III B.Com A		Basavashruthi C S	32	33	65
III B.Com B		ASharani S R	59	25	84
I BBM		Usharani S R	10	3	13
II BBM		Nagalakshmi S	15	9	24
III BBM		Raziya Kouser	12	9	21
I BCA		Mamatha M	44	23	70
II BCA		Sowjanya G	44	26	70
III BCA		Satheesh S	46	32	78
I M.Com		Madhu S Kumar	5	38	43
II M.Com		Chandrika N	3	22	25

Class Representatives 2020-21

Course	Course	C R Name	Contact no.
I BA	HEP	Renukaraj M P	8904310561
		Soujanya S U	8792733406
I BA	HEE	Pushpalatha A N	7676375167
		Abhishek Ruban	9353327657
2 BA	HEP	Meghana	6364683212
		Gangaraju	6361639835
2 BA	HEE	Janani C	6366328363
		Madesh	6361393866
2 BA	HSK	Harish	8748957631
		Vaishnavi	9591945844
3 BA	HEP	Mamatharani Mohanthi	9108770348
		Manohar B U	8105845257
3 BA	HSK	Mallikarjun	9945861792
		Pallavi	8310201447
1 B.Com	A Section	Nandini G S	7483052818
		Naveen B	9353828263
	B Section	Bindushree D R	8904435079
		Prajwal M N	9019412293
2 B.Com	A Section	Kavitha B	8073495106
		Anil G	6366002284
	B Section	Swathi K	9353687776
		Vinay Patel B P	9731331976
3 B.Com	A Section	Aditi G	9740648518
		Karthik	9845617761
	B Section	Nagaveni S N	6360266765
		Shreedharamurthi	9740352852
1 BBM		Rakshit T R	7760482136
		Bhavya K R	7204086408
2 BBM		Nagaraj	8296942066
		Chandana	9353006416
2 BBM (women's college)		Shreelakshmi	9019544751
		Ranjitha	8088150275
3 BBM		Bhoomika	9148544090
		Moneesh	8971424208
1 M.Com		Rabiya	7349362848
		Sunil	6360812670
2 M.Com		Darshan N K	8722351622
		Tejaswini A	8496898836
I BSc	PCM	Sushmitha B R	8792037854
		B Y Karthik	8660946192
I BSc	PMCs	Harini T L	7411679831
		-	-
1 BSc	CBZ	Likhitha	8197813546
		Kushal Gowda	7337612772
1 BSc	CZBt	Hithaishini	7411450139
		Sudharshan	8660981208
2 BSc	PCM	Bhoomika M	9513101898
		Abhishek	9538289926
2 BSc	PMCs	Nikhil T S	8861798726
		-	-
2 BSc	CBZ	Rangalakshmi	6363314692

		KiranKumar	9353714501
2 BSc	CZBt	Arpitha G	7022876849
		Udaykumar DM	9164269713
3 BSc	PCM	Usha	9481584463
		Mahadev Prasad	7349550933
3 BSc	PMCs	Subramanya	9900976065
		Arpitha	9148472186
3 BSc	CBZ	Nalina	7676281755
		Venkatesh	7975305789
3 BSc	CZBt	Bharathi	8749056283
		Gurukiran	9113207970
I BCA		Ayesha Sultana	9632434989
		Murali	9611672437
2 BCA		Nandan	8197663923
		Bhoomika	8970501401
3 BCA		Tejas S	7259383164
		Sushmitha	9845732848

Because of Corona Pandemic this year Proctor committee worked in an innovative manner than usual. When government announced to conduct online classes for degree students respective class proctors have created their respective classes' whats app group and they have taken the initiative regarding sharing all the information through the whats app group like sharing timetable of respective classes, any circulars related to payment of fees, readmission, exam circulars through that only. Even class representatives whatsapp group also actively worked in circulating the information shared in group successfully. Virtual meetings of Class representatives conducted.

Date & Time	Meeting	No of Members Present	Discussion Occurred
1-10-2019	Proctor meeting	25	Proctors assigned to create new whatsapp group of their respective classes and orient to students regarding attending online classes.It has discussed 15 October 2020 to conduct induction program for 1 st year degree students through online. First year proctors assigned to take initiative of this program.Mamatha, Com.Sci lecturer informed to prepare PPT to present on induction program.First year proctors informed to select CR of their respective classes.
28-6-2021	CR Meeting Online meeting	56	H.P. Veerabdraswamy, principal presided the meeting. Informed students vaccination drive will be conducted in the college and get the benefit of that. Assigned the work to collect the data of the students who didn't vaccinated till now and submit that list to the proctor convener. Share the vaccinated certificate to the respective proctors of their classes.

Proctors list – 2021-22

Course	Combination	Proctor Name	Student Strength		
			Male	Female	Total
1 BA	His/Eco	Somashekar L R	30	7	37
	His/Opt. Eng	Chethankumar N G	21	8	29
	Eco/Pol.sci	Dr. K S Shivaprasad	19	11	30
	Soc/Opt Kan	Basavaraju P	11	8	19
2 BA	HEP	Dr. Rekha Himanand	34	12	46
	HEE	Sarvamangala H G	15	3	18
3 BA	HEP	Dr. Chandrashekaraiyah B R	44	17	61
	HEE	Dr. Anitha T	14	6	20
	HSK	Dr. Ranganath B	15	14	29
1 B.Com	A Section	Navya S Murthy	39	41	80
	B Section	Raziya Kouser	62	24	86
2 B.Com	A Section	Yashaswini R	33	26	59
	B Section	Mujeeda	40	25	65
3 B.Com	A Section	Basavashruthi C S Asharani R S	47	42	89
	B Section	Rangaraju S R	73	22	95
1 BBA		Amulya	9	6	15
2 BBM		Sudha	10	3	13
3 BBM		Nagalakshmi S	17	7	24
2 M.Com		Chandrika N	5	32	37
1 M.Com		Madhu S Kumar	7	31	38
1 B.Sc	PC	Rangaswamy S G	9	6	15
	PM	Dr. Revanasiddappa R S	16	10	26
	MCs	Shruthi P	12	12	24
	CB	Harshitha	14	14	28
	BZ	Bhavyashree M	15	13	28
	ZBt	Shahanaz Fathima	14	9	23
2 B.Sc	PCM	Yogeesh S M Ramya H N	46	27	73
	PMCs	Sowjanya G	7	6	13
	CBZ	Geethanjali K S Prathiba C	51	21	72
	CZBt	Sowmya L	16	13	29
	PCM	Kushala P S Sindhu S	31	31	62
	PMCs	Snehashree R	21	3	24
	CBZ	Asharani J B Sahana R	39	26	65
	CZBt	Mala T D	15	12	27
I BCA		Sathish C Kumarswamy C S	48	26	74
2 BCA		Mamatha M	39	23	62
3 BCA		Arockiaswamy P Lingadevarappa K S	34	23	57

Class Representatives 2021-22

Course	Combination	C R Name	Contact no.
I BA	His/Eco	Raghunandan K H	8073746175
		Shifanaaz	9945673094
	His/Opt. Eng	Mohammed Kaif	77950 09630
		Gangothri	86186 40083
	Eco/Pol.sci	Manjunatha. M	9686476250
		Thanushree	9535030802
Soc/Opt Kan	Madhu	9986699686	
	Ramya	6363360325	
2 BA	HEP	Renukaraj M P	8904310561
		Hemavathi	8147189395
	HEE	Pushpalatha A N	7676375167
		Kirankumar	9611905052
3 BA	HEP	Meghana	6364683212
		Shivraju H M	8105670482
	HEE	Shravana	7406291014
		Yogish L	96113 53706
	HSK	Rakesh S	9353642077
		Kavya M D	9513091068
1 B.Com	A Section	Punith A R	8296349376
		Vijetha	8453956705
	B Section	Anitha	9353429800
		Abhishek K B	8431183686
2 B.Com	A Section	Naveen B	9353828263
		Sufiya A S	7204560613
	B Section	Shubha G	8296189542
		Prajwal M N	9019412293
3 B.Com	A Section	Kavitha B	8073495106
		Dileep B S	7619174507
	B Section	Swathi K	9353687776
		Vinay Patel B P	9731331976
1 BBA		Shobitha H	9353783219
		Sagar A S	7892219613
2 BBM		Rakshit T R	7760482136
		Bhavya K R	7204086408
3 BBM		Shankar Hariprasad	9886562384
		Chandana	9353006416
2 M.Com		Raabiya	7349362848
		Narasimha swamy	7411163025
1 M.Com		Poornima T S	
I BSc	PC	Ashwitha	9606182310
	PM	Gnanes K J	9741354188
		Sneha T V	6360085187
	MCs	Nithyashree M	80881 81615
	CB	Nisarga	9353522467
		Amith	7975537836
	BZ	Krishnamurthy	9986730075
		Rekha	8971502093
	ZBt	Krishna Prasad B	9019861412
		Latha K V	9380255464
PCM		Sushmitha B R	8792037854
		B Y Karthik	8660946192

2 BSc	PMCs	Harini T L	7411679831
	CBZ	Likhitha	8197813546
		Kushal Gowda	7337612772
	CZBt	Swapna H S	6362573346
		Lekhan D	8088543198
3 BSc	PCM	Bhoomika M	9513101898
		Abhishek	9538289926
	PMCs	Nikhil T S	8861798726
	CBZ	Rangalakshmi	6363314692
		KiranKumar	9353714501
	CZBt	Arpitha G	7022876849
Udaykumar D M		9164269713	
I BCA		Chandana G D	8217848552
		Shashidhar N	8073164913
2 BCA		Ayesha Sultana	9632434989
		Murali	9611672437
3 BCA		Bhoomika	8970501401
		Nandan M	8197663923

Meetings conducted during this year 2021-22

Date & Time	Meeting	No of Members Present	Discussion Occurred
21-10-2021 4 PM	Proctors Meeting	38	Proctors assigned to create whatsapp group of their sections. Instructed proctors to make class representatives of their respective classes. Proctors informed to give merit students list (5 students from each section). Duties of proctors discussed
17-11-21 12 PM	C R Meeting (BSc – all combinations & BCA)	30	Grievances of the students regarding teaching, infrastructure facilities, availability of books in the library and others discussed. Principal assured to solve all their problems and instructed students to follow disciplinary rules of the college to the students.
18-11-21 12 PM	C R Meeting (B.Com, BBA, M.Com & BA – all combinations)	34	Grievances of the students regarding teaching, infrastructure facilities, availability of books in the library and others discussed. Principal assured to solve all their problems and instructed students to follow disciplinary rules of the college to the students.
8-12-2021 4 PM	Proctors Meeting	31	Proctors informed to upgrade proctor report and maintain proctor meeting register. Asked to submit the scanned pdf file of last year meeting register proctors conducted with students. Informed proctors to collect vaccination certificate of the students. Proctors informed to follow the updates of the students satisfaction survey.

17-12-2021 12 PM	Proctors Meeting	33	Proctors asked to collect the details of the students who appeared for competitive exams in that academic year. Student satisfaction survey met only 50% and it has to reach 100% - proctor of individual section has to take the initiative to reach the goal. All proctors informed to present in the parents-teachers meet.
2-2-22 12 PM	C R Meeting (BSc – all combinations & BCA)	23	Feedback regarding the completion of the portion was taken by students. IQAC coordinator CSS Sir informed about the allotment of internal marks. Principal informed them to attend classes regularly and 75% attendance is mandatory to take exam. The same has to be conveyed to their classmates.
3-2-22 12 PM	C R Meeting (B.Com, BBA, M.Com & BA – all combinations)	33	Feedback regarding the completion of the portion was taken by students. IQAC coordinator CSS Sir informed about the allotment of internal marks. Principal informed them to attend classes regularly and 75% attendance is mandatory to take exam. The same has to be conveyed to their classmates.
14-7-22 3.30 PM	Proctors Meeting	35	Proctors are asked to do shortage of attendance and inform their irregularities to their parents. Proctors are informed to conduct 2 meeting per semester and note down the problems of students. Information about Abhivyakthi – cultural fest was given. Information about health camp for 1 st year was given and the duties of proctors for that were discussed. Parents-teachers meet date informed and each proctor assigned to the parents of their respective classes students and invite them for PTA meet. Final year proctors were given permission to take their respective classes students for excursion or industrial trip.
26-7-22 12 PM	C R Meeting (BSc – all combinations & BCA)	29	Grievances of the students regarding teaching, infrastructure facilities, availability of books in the library and others discussed. Principal assured to solve their problems at his best and instructed students to follow disciplinary rules of the college to the students.
27-7-2022 12 PM	C R Meeting (B.Com, BBA, M.Com & BA – all combinations)	35	Grievances of the students regarding teaching, infrastructure facilities, availability of books in the library and other issues discussed. Principal assured to solve their problems at his best and instructed students to follow disciplinary rules of the college to the students.
18-8-2022 3.30 PM	Proctors Meeting	32	Information about Abhivyakthi Cultural competitions was given. Responsibilities of teachers in managing the fest were assigned. Proctors are informed to update their proctor records and meeting register.

PROCTOR LIST – 2022-23 (ODD SEM)

Course	Combination	Proctor Name
1 BA	HE/HP	Somashekar L R
	HK/SK	Dr. Ranganath B
	EP/E Opt.Eng	Dr. RekhaHimanand
2 BA	HE/ H Opt.Eng	Chethankumar N G
	Eco/Pol.sci	Dr. Shivaprasad K S
	Soc/Opt Kan	Dr. Ranganath B
3 BA	HEP	Dr. B.R.Chandrashekaraiyah
	HEE	Sarvamangala H G
1 B.Com	A Section	Navya S Murthy
	B Section	RaziyaKouser
2 B.Com	A Section	Yashaswini R
	B Section	Mujeeda
3 B.Com	A Section	Nagalakshmi S
	B Section	AshaRani S R
1 BBA		Amulya
2 BBM		Sudha
3 BBM		Sudha
2 M.Com		Madhu S Kumar
1 M.Com		Basavashruthi C S
1 BSc	PC & CB	Amrutha J
	PCs & MCs	Sreelekha
	PM	Snehashree
	BZ & ZBt	ShahanazFathima
2 BSc	PM& PC	Dr. Revanasiddappa R S
	MCs	Harshitha
	CB& BZ	Asharani J B
	ZBt	Sowmya L
3 BSc	PCM	Yogeesh S M
	PMCs	Kumaraswamy c s
	CBZ	Geethanjali K S
	CZBt	Mala
I BCA		Mamatha K.S Lingadevrappa
2 BCA		Shruthi P Sowjanya G
3 BCA		Arockiaswamy P

Updated Proctor list of 2022-23 (Even Sem)

Course	Combination	Proctor Name	Student Strength		
			Male	Female	Total
1 BA	HE/HP	Somashekar L R	37	14	51
	HK/SK	Dr. Ranganath B	12	6	18
	EP/E Opt.Eng	Dr. Rekha Himanand	17	7	24
2 BA	HE/ H Opt.Eng	Chethankumar N G	42	11	53
	Eco/Pol.sci	Dr. Shivaprasad K S	13	9	22
	Soc/Opt Kan	Basavaraju P	8	8	16
3 BA	HEP	Dr. B.R.Chandrashekaraiah	29	8	37
	HEE	Sarvamangala H G	14	3	17
1 B.Com	A Section	Navya S Murthy	24	56	80
	B Section	Nagalakshmi S	60	36	96
2 B.Com	A Section	Yashaswini R	34	41	75
	B Section	Mujeeda	54	26	80
3 B.Com	A Section	Chandrika N	38	28	66
	B Section	AshaRani S R	32	21	53
1 BBA		Amulya	14	26	40
2 BBA		Sudha	7	6	13
3 BBM		Raziya Kouser	8	2	10
2 M.Com		Madhu S Kumar	5	30	35
1 M.Com		Basavashruthi C S	12	19	31
1 BSc	PC & CB	Kushala P S	9	13	22
	PCs & MCs	Sowjanya G	15	24	39
	PM	Snehashree	6	8	14
	BZ & ZBt	Shahanaz Fathima	8	11	19
2 BSc	PM & PC	Dr. Revanasiddappa R S	19	11	30
	MCs	Snehashree	10	10	20
	CB & BZ	Asharani J B & Sahana R	11	12	23
			14	12	26
ZBt	Sowmya L	12	9	21	
3 BSc	PCM	Yogeesh S M	43	25	68
	PMCs	Lingadevarappa K S	7	6	13
	CBZ	Geethanjali K S	51	20	71
	CZBt	Mala	16	13	29
1 BCA		Shruthi P Kumarswamy C S	38	42	80
2 BCA		Arockiaswamy P Mamatha	46	24	70
3 BCA		Sathish C Lingadevarappa K S	39	23	62

CR List of 2022-23

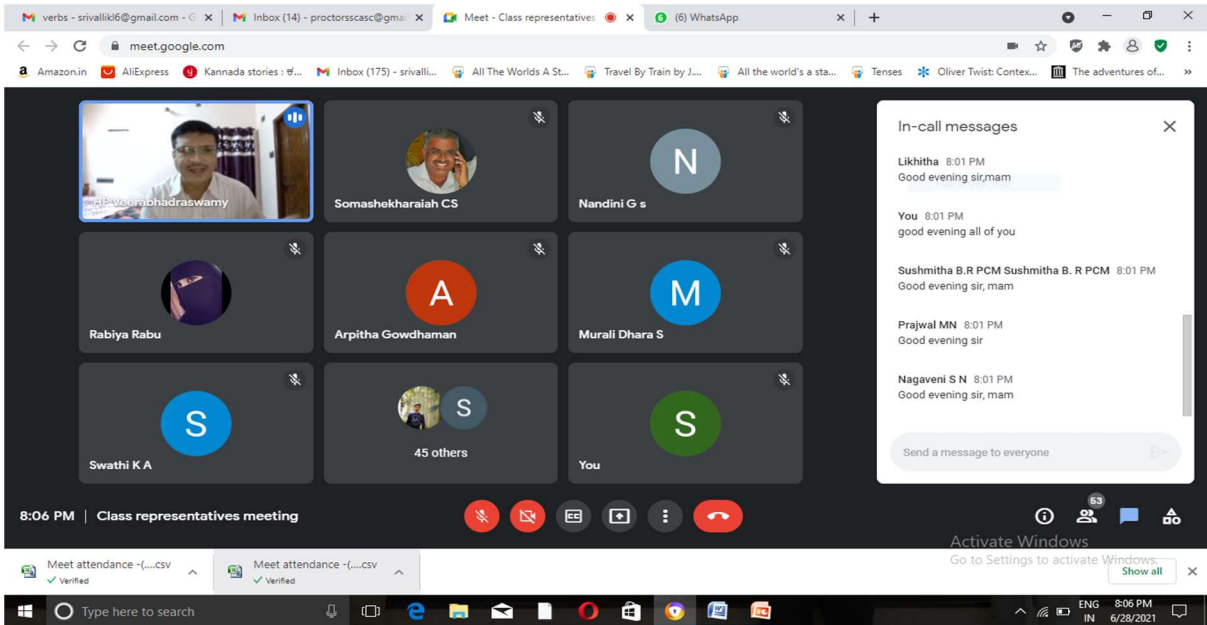
Course	Combination	C R Name	Contact no.
I BA	HE	Jnanesh H R	7760462204
		Chandrika K	8147213316
	HP	Mohan A L	7019753733
		Chandana N	7204071639
	HK/SK	Shobha B M	8431562865
	EP	Sindhu K C	9740892933
	Eco/Opt.Eng	MudduKaran C J	9986611391
Chinmayi U		8904459618	
II BA	His/Eco	Raghunandan K H	8073746175
		Shifanaaz	9945673094
	His/Opt. Eng	Mohammed Kaif	77950 09630
		Gangothri	86186 40083
	Eco/Pol.sci	Manjunatha. M	9686476250
		Thanushree	9535030802
	Soc/Opt Kan	Madhu	9986699686
Ramya		6363360325	
3 BA	HEP	Renukaraj M P	8904310561
		Hemavathi	8147189395
	HEE	Pushpalatha A N	7676375167
		Kirankumar	9611905052
1 B.Com	A Section	Sudarshan M S	8310078956
		Kavyashree	9591728231
	B Section	Varun R	8867509069
Hemalatha G E		7795407296	
2 B.Com	A Section	Adarsh	
		Vijetha	8453956705
	B Section	Jeevan C	
Akshatha V L			
3 B.Com	A Section	Naveen B	9353828263
		Sufiya A S	7204560613
	B Section	Shubha G	8296189542
		Prajwal M N	9019412293
1 BBA		Kusuma G	8088957405
		Dheeraj M	9353220225
2 BBA		Sonu	
		Syed Sameer	
3 BBM		Rakshit T R	7760482136
		Varsha T P	
2 M.Com		Sagar N R	
		Poornima T S	
1 M.Com		Prakruthi M P	
		Suresha K R	
I BSc	PC	Sanketh G	8618482840
	CB	Chandana M	9686644325
	PCs	Reeha Anjum	8073091015
		Suprith Bhat	8310007630
	MCs	Sangam B R	6361794905
		Aishwarya B N	7483106611
	PM	Govindraju V	8867529739
		Yashaswini M	9035106595
	BZ & ZBt	Sahana	6363279519

2 BSc	PC	Sowbhagya V	
	PM	Tharun Gowda G	
		Sneha T V	6360085187
	MCs	Pooja R	
		Rajesh	
	CB	Vismaya	7892664550
		Niveditha	7975072029
	BZ	Bhuvana L	
		Jnanamurthy B R	
	ZBt	Yoshitha	
Dhanush S			
3 BSc	PCM	Sushmitha B R	8792037854
		Likith N L	
	PMCs	Harini T L	7411679831
	CBZ	Sanjana A	
		Yashas Raj K N	
	CZBt	Harshitha K P	6362573346
Lekhan D		8088543198	
I BCA		Pavithra	9880660854
		Dayananda H R	8310241430
2 BCA		Chandana G D	8217848552
		Ravikanth	9113530989
3 BCA		Ayesha Sultana	9632434989
		Murali	9611672437

Meetings conducted during this year 2022-23

Date & Time	Meeting	No of Members Present	Discussion Occurred
8-9-2022 3.30 PM	Proctors Meeting (First year degree classes)	13	Principal presided the meeting. First year proctors are informed to create whats app group of their respective classes. Inform students to attend the induction program which is scheduled on 23-9-2023. Select CR's from each classes. Proctors records should be filled by collecting their details and conducting of meeting of their classes.
1-12-2022 12 PM	C R Meeting (All 1 st year CRs)	26	Principal, IQAC coordinator and proctor convener were presented in the meeting. Students shared regarding the completion of the portion, which required special classes etc. Some classroom required curtains, dustbin, extra desk should be placed. Principal insisted to maintain discipline and wear id card in college premises. 75% attendance is mandatory to take exam.
21-12-2022 4.15 PM	Proctors Meeting	26	Informed about the PTA Meeting date is scheduled on 24-12-22 at 1.30. Advocate Suresh Gowda will be the resource person for that program. Every proctor assigned to invite the parents of their respective classes and minimum 5 parents of their classes must attend the meet.

			<p>Students Satisfactory Survey should be done of final year, second year and passed out batch students.</p> <p>Course registration of the first year students should be done within 30.12.2022</p> <p>Proctor meeting register and records should be updated.</p>
22.2.23 12 PM	CR Meeting (2 nd and 3 rd Year students of all streams)	39	<p>Principal, IQAC Coordinator and Proctor convener were presented in the meeting. Discussions regarding the completion of portion, which subject needed extra coaching were done.</p> <p>Students told that washroom, classroom should be properly cleaned. Water facility should be provided for 3rd floor and other grievances were shared by students.</p>
7.7.23 12 PM	CR Meeting (B.Sc all streams and BCA)	27	<p>Discussion regarding the completion of the portion was done. Students informed which subjects needed extra classes and in which subject C1 test should be conducted.</p> <p>Washroom & classroom should be properly cleaned and some washroom in 1st and 3rd floor required locks.</p> <p>Principal informed about the NAAC Reaccreditation and maintain discipline in the college.</p>
8.7.23 12 PM	CR Meeting (B.Com, BBA, M.Com and BA all streams)	41	<p>Discussion regarding the completion of the portion was done. Students informed which subjects needed extra classes and in which subject C1 test should be conducted.</p> <p>Washroom & classroom should be properly cleaned and some washroom in 1st and 3rd floor required locks.</p> <p>Principal informed about the NAAC Reaccreditation and maintain discipline in the college.</p>
27.7.23 3.30 PM	Proctor Meeting	32	<p>IQAC coordinator informed to collect the data of students for SSR. Hard copy should be submitted to proctor convener and soft copy should be sent to IQAC mail. Sir informed to submit the certificates of K-Set, Net, Ph.d and JRF to IQAC.</p> <p>Shruthi shared the link in proctors' whats app group to share in their respective classes' whatsapp group.</p> <p>Principal informed PTA meet is being scheduled on 12-8-2023. Every proctor should inform their respective classes' parents to attend the meeting. At least 5 parents of each class should attend the meeting.</p>



Online CR Meeting



CR Meeting on 18-11-21



CR Meeting on 17-11-21



CR Meeting on 27-7-2022



CR Meeting on 01-12-2022