

Govt. College of Arts, Science & Commerce, Sanquelim, Goa.

Minutes of the IQAC meeting held on 2nd December 2016 at 10.15 a.m. in the IQAC Room

The meeting of Internal Quality Assurance Cell of the College was held on 2nd December 2016 at 10.15 a.m. in IQAC Room. The Principal Dr. Joydeep Bhattacharjee welcomed the members.

The minutes of the previous meeting were read by Dr. Soniya Sirsat and the same were confirmed by the members of the house.

The Principal presented the statistics pertaining to F.Y./S.Y.B.A/B.Sc./B.Com odd semester examination internal results and T.Y.B.A./B.Sc./B.Com. University results. The Principal congratulated the faculty with regard to the result achieved by the students. While analyzing the College results at the University Examination, he further appealed to the IQAC to find out the reasons for the failure of some of the students, with the aim of improvement with the future batches.

The next point taken for the discussion was about **taking the stock of activities suggested by the IQAC and implemented by the College during the year 2016-17**. The IQAC was pleased to place on record that based on the suggestions given by the IQAC in the previous meeting the College took up some academic measures to further improve upon the entire administrative and academic system. The College succeeded in implementing **mentoring scheme** through which students academic difficulties are being taken care of. Preparation of **teaching plan** by the teachers and submission of a **six monthly report** by the Heads of various departments, Convenors of various committees was introduced. **Covering of renovated blocks under CCTV** was also taken up. The College signed **MoUs with like minded institutions** within and outside the state.

The third point taken up for discussion was about **preparation of Self Study Report of the College**. The Principal assigned the work of preparation of departmental profiles to be included in the Self Study Report of the College to Dr. Soniya Sirsat, Director, IQAC. The IQAC looked forward to the finalization and uploading of the College Self Study Report by January 2016.

The IQAC decided to upload the **AQARs of previous years** soon after uploading the Self Study Report on the College Website. Dr. Soniya Sirsat, Director, IQAC volunteered to prepare the said reports.

Under A.O.B. the IQAC suggested that the **teacher's diary** should be issued to the teachers well in advance i.e. right on the day of reopening of the College. In order to have better communication the IQAC stressed on **installation of Intercom System**. Keeping in mind the enhancement of the quality of the Institution, the IQAC stressed on **initiating more ICT--enabled teaching-learning methods, setting up a State-of-the-Art Language Laboratory, etc.** The IQAC suggested that **LCD Projectors** may be fixed in each classroom. In order to maintain hygienic atmosphere in the Campus and to provide comfort to the ladies staff and students, the IQAC suggested that sanitary napkin **incinerators** may be installed in the washrooms. The IQAC stressed on improving the **water supply to the College buildings**.

The meeting ended with the closing remarks, on a vote of thanks by the College Principal, at 11.30 a.m.

Dr. Soniya Sirsat
Director, IQAC

Dr. Joydeep Bhattacharjee
Offg. Principal

Mr. Avinash Patil
Member, IQAC

Ms. Vanita Patil
Member, IQAC

Mr. Ashok Chodankar
Member, IQAC

Dr. Vaibhav Chindarkar
Member, IQAC

Mr. Sharat Jamkhandi
Member, IQAC

Mr. Sachin Karpe
Member, IQAC

Mr. Nilesh Natekar
Member, IQAC

Mr. Swapneel Patnekar
Member, IQAC

Date : 2nd December 2016