

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

Minutes of the meeting of Internal Quality Assurance Cell of the College held on 8th July 2017 at 11.00 a.m. in IQAC Room

The meeting of Internal Quality Assurance Cell of the College was held on 8th July 2017 at 11.00 a.m. in IQAC Room. The Principal, Dr. Joydeep Bhattacharjee, welcomed the IQAC members. Dr. Soniya Sirsat, Director, IQAC read the minutes of the meeting held on 2nd December, 2016. The same were confirmed by the members of the house.

1. The first point taken up for discussion was about preparation for the NAAC Peer Team Visit scheduled on 11th and 12th August, 2017. The Principal stated that he would like to place on record the remarkable contribution of Mr. Avinash Patil, Co-ordinator, NAAC, Dr. Soniya Sirsat, Director, IQAC in preparation of the Self Study Report of the College and getting it uploaded. The Principal extended a note of gratitude for the same. The Principal Sir also thanked Mr. Sharat Jamkhandi, Associate Professor in English for going through the entire Self Study Report meticulously.

The Principal briefed the house about the overall programme chalked out for the NAAC Peer Team Visit. He further threw a light on the ongoing preparations for the same. He appealed all the members of IQAC to join their hands to the common wheel.

2. Under A.O.B. the Principal said that due to shortage of regular teachers and teachers employed on contract basis, this year he would like to include few teachers who are employed on lecture basis as well for **mentoring the students**. He further stated that the respective Heads of Departments may be asked to conduct an orientation for teachers in their departments regarding the mentoring scheme. As in the last academic year, teachers may have meetings every fortnight with the students and keep a suitable record of the same. Dr. Vaibhav Chindarkar, Member, IQAC suggested that the allocation of the students could be done in such a manner that a teacher gets an opportunity to continue mentoring the same students, whom he/she mentored in the last academic year. The Principal stated that to the extent possible, the teachers will

guide the same students along with few new ones, considering the strength of incoming and outgoing students.

He informed the house that the Department of Mathematics has requested to purchase 15 Computers to conduct practical sessions as specified in the new CBCS Syllabus and Department of Geography has also proposed for the new Computers for GIS. He further stated that he wishes to purchase the same under IT funds, depending upon the availability of the same. Mr. Nilesh Natekar, Member IQAC brought to the notice of the house that the Department of Computer Science needs to purchase UPS (2 numbers), hence there may not be enough funds left for the purchase of new Computers. Dr. Soniya Sirsat suggested that the amount available under IT funds can be spent for the purchase of UPS (2 numbers), few more Computers, etc. and the students of Department of Mathematics and Geography may be adjusted in the Computer Science Laboratory along with IT Students to conduct practical sessions. After having a thorough discussion on the said matter, it was decided that a multi-purpose laboratory may be set up in the College for the said purpose.

The second point taken up for discussion was about **ICT enabled teaching**. The Principal informed the house that the proposal of fitting the LCD Projectors in every classroom to enable ICT enabled teaching has been postponed till the security aspect of the same is taken care of. However, teachers from different departments can continue using the projectors allotted to their department. IQAC suggested that the projectors may be fixed in at least two or three classrooms to facilitate the ICT enabled teaching.

Mr. Avinash Patil put forth the requirements of the College Library. He said that the College Library requires one more Computer for browsing the catalogues of the Books. The Library also requires CCTV coverage and a staff to keep a check whether students moving out of the Library are carrying only those books which are issued to them. The Principal Sir said that these requirements can be taken care of in near future.

The meeting ended with a vote of thanks by the Principal, at 1.00 p.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 : 8th July 2017