

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

**Minutes of the faculty meeting held on 09/08/2018 in the Seminar Hall**

The Faculty meeting of Govt. College of Arts, Science & Commerce, Sanquelim for the month of July was held on 09/08/2018 from 2.45 p.m. onwards in the Seminar Hall. 79 faculty members were present for the same.

The agenda for the meeting was as follows :

1. Work of Committees
2. Stock of the progress in the Academic year
3. A. O. B. with prior written permission of the Chair

The monthly staff meeting which was scheduled on 31/07/2018 and which had to be postponed in view of the Legislative Assembly Session, was held on 09/08/2018 from 2.45 p.m. onwards in the seminar hall. The Vice-Principal, Shri Anil Karambelkar chaired the said meeting in the absence of the Principal who had to attend a meeting of the Principals and Deans called by the Hon'ble Vice-Chancellor of the Goa University.

1. In the beginning, the Vice-Principal, Shri Anil Karambelkar welcomed the members of the house. He congratulated Dr. Vaibhav Chindarkar for being elected unopposed to the Court of the University for Zone No. IV – Bardez, Pernem, Bicholim and Sattari Talukas under Statute SA-12 & SA-14.

The Vice-Principal then took up the overview of the decisions taken in the staff meeting held on 28/06/2018. The Vice-Principal updated the house about the following:

- Since the number of students seeking admission for First Year B.A. had increased, necessary permission was taken from the Govt. of Goa to start an additional division.
- The Post Graduate Programmes were formally inaugurated on 18/07/2018.
- An orientation session was conducted by the Principal Dr. Gervasio S.F.L. Mendes for the newly appointed teachers on contract and lecture basis on 28/07/2018. In the orientation talk, the Principal shared with the teachers the vision of the College. The Convener of Examination Committee Mr. Ashok Chodankar briefed the teachers on the various facets of Examination work and the IQAC Co-ordinator Dr. Soniya Sirsat briefed them about proper record keeping.
- The tri-powered team of experts visited the College to work out the possibilities and modalities for setting up the smart class rooms under the RUSA grants on 30/07/2018.
- Students' Council Election was held on 07/08/2018.
- Physical stock verification work is in progress.
- Some of the teachers have already started submitting their teaching plans for the year 2018-19.
- The minutes of the staff meetings held in the month of May and June 2018 are posted on the College WhatsApp group and the same will be uploaded on the College Website soon.

2. The first point taken up for the discussion was about work of the Committees(2018-19). The Vice Principal informed the house that the list of committees is almost ready and the same will be posted on the College WhatsApp group within 72 hours. He requested the teachers to contact him in case they are interested to be a part of the Committees. He further mentioned that the Committees which are formed have already started working in full swing like Mentoring Committee, Students' Welfare Committee, Internal Complaints Committee, Committee for National Days etc.
3. The Vice Principal stated that the College needs to maintain the institutional data for which MIS needs to be in place. The Principal, Vice Principal and the Co-ordinator IQAC attended a session given by an expert from one of the IT companies in the Principal's Chamber. The said contract was found to be cost consuming, whereas the cost involved in the 'QFIX' platform offered by the HDFC Bank, Sanquelim Branch, which is cloud based was comparatively low. On this platform along with payment gateway all possible details of the students and teachers will be available; attendance, results, notices can be updated; leave application can also be submitted online.
4. The Vice-Principal then took the stock of the progress in the Academic year 2018-19.

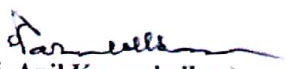
He informed the house that the Indian Council for Cultural Relations (ICCR) New Delhi has allotted 7 students from Afghanistan to our college under SSAN Scheme. They have fulfilled all the statutory requirements. One more student from Uganda is expected to join the college soon. This is a welcome step to us to widen the cultural profile of the student community in the College. He recorded his thanks to the Director, Directorate of Higher Education, Government of Goa for initiating and facilitating the process.


The Vice Principal informed the house that the College has requested the Manager of the HDFC Bank, Sanquelim, Branch to install water purifiers cum water coolers in the College as part of their CSR activities.

The Vice Principal stated that the College is facing a lot of inconvenience due to irregular power supply, water, internet etc. The College authorities are trying their level best to provide uninterrupted services at all levels.

With regard to solid waste management Sanquelim Municipal Council is collecting the garbage on daily basis. Eight bins are provided by GWMC, Taleigaon, Goa. GWMC has made arrangement to collect the waste material for treatment/recycling on 2<sup>nd</sup> and 4<sup>th</sup> Friday of every month.

5. Since there was no matter to discuss under A.O.B., the meeting ended with the closing remarks by the Vice-Principal Shri Anil Karambelkar at 3.45 p.m.

  
 (Shri. Anil Karambelkar)  
 Vice Principal

  
 (Dr. Gervasio S. F. L. Mendes)  
 Principal

Date :09/08/2018.

Meeting minuted by : Dr. SoniyaSirsat  
 Director/Co-ordinator, IQAC & Member Secretary