

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

Minutes of the faculty meeting held on 28/08/2018 in the Seminar Hall

The Faculty meeting of Govt. College of Arts, Science & Commerce, Sanquelim for the month of August was held on 28/08/2018 from 2.45 p.m. onwards in the Seminar Hall. 82 faculty members were present for the same.

The agenda for the meeting was as follows :

1. Follow up of the work of Committees
2. Feedback of ISA 1
3. Preparations for ISA 2 and SEE
4. A.O.B. with prior written permission of the chair.
 1. In the beginning, the Principal, Dr. Gervasio S.F.L. Mendes welcomed the members of the house. Using a digital story the Principal highlighted the role and importance of a teacher in a student's life especially when it comes to mentoring.
 2. The first point taken up for the discussion was about the follow up of the work of Committees. The Principal gave a brief overview of the Committees constituted for the academic year 2018-19. He then requested the teachers to give suggestions, if any with regard to the same. Dr. Lucy James stated that the hard copy of the list of Committees may be given to the teachers. The Principal mentioned that the said list was posted on WhatsApp group of teachers as a part of green initiative. He further added that the hard copy of the said list has been provided to whoever has requested and will be also provided to the teachers who request for the same.

The Principal emphasized on the functions of each Committee. The Principal stated that the Discipline Committee should take care to see that the ex-students or outsiders don't enter in the College Campus. The Principal urged the Anti-ragging Committees to arrange to send the reports to the Directorate of Higher Education in time. He requested the PTA to call for a General Body Meeting. Similarly he requested all the Conveners of the various Committees to work in right earnest.

He informed the house that the Alumni Association has organized lectures by the ex-students on the related topics. He suggested that the Committee could collect bio data and photos of the said speakers and can come out with a booklet at the end of the academic year.

The Principal mentioned that the Garden Development Committee has requested to hire labour to cut grass from the surrounding areas of the Campus. He instructed the Finance Committee to hire two labourers for two days to do the needful.

The Principal informed the house that the tenders were invited for issuing fresh contract for running the College Canteen. The issue is kept on hold and is reported to the office of the Director, Directorate of Higher Education Govt. of Goa for appropriate decision .



The Vice Principal Mr. Anil Karambelkar informed the house that some difficulties were faced in the admission process with regard to the fee waiver and reversion of the fees. However the said cases are sorted out to a large extent.

3. Speaking on the feedback of ISA 1 the Principal stated that the ISA 1 was conducted smoothly by all teachers and the same procedure may be followed in ISA 2 as well.
4. The Principal requested the teachers to give a thorough thought with regard to the preparations for the conduct of ISA 2 and SEE. Mr. Ashok Chodankar, Convenor, Examination Committee expressed his concern and touched upon various issues and areas where mistakes occur on the part of the teachers in the examination process. He called upon the teachers to pay special attention to these areas.

The Vice Principal and the Principal brought to the notice of the members that a number of students have approached them for Counseling. The Principal requested the teachers to be on the alert to identify any signs of depression on the part of the students and proactively report the cases for intervention and help.

Since there were no issues to discuss under A.O.B., the meeting ended with the closing remarks by the Principal Dr. Gervasio S.F.L. Mendes at 3.45p.m.



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

Date : 28/08/2018.

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