

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

Minutes of the faculty meeting held on 29/09/2018 in the Seminar Hall

The Faculty meeting of Govt. College of Arts, Science & Commerce, Sanquelim for the month of September was held on 29/09/2018 from 2.50 p.m. onwards in the Seminar Hall. 72 faculty members were present for the same.

The agenda for the meeting was as follows :

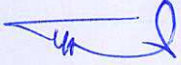
1. Submission of application to NIRF
2. Preparations for NAAC
3. UCR and UFR Elections
4. Preparation for 150th Anniversary of Gandhi Jayanti as per the directives from the Directorate of Higher Education
5. Directory of Teachers by the Directorate of Higher Education
6. ISA & SEE
7. Working of Committees
8. Felicitation of and handing over of Pension papers to Mr. C. Rao on his superannuation by the Principal and Representatives of the Directorate of Higher Education
9. 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.
2. The first point taken up for the discussion was about the submission of application to NIRF. The Principal informed the house that the College has already registered for ranking under NIRF and Dr. Vanita Patil has started working on the same. He requested the faculty to co-operate wholeheartedly in the said process and submit the information requested for by the Convener.
3. The next point discussed in the meeting was pertaining to the preparations for NAAC. The Principal instructed the faculty to go through the NAAC website for the updates in the criteria for NAAC re-accreditation and to volunteer themselves to be incharge of those committees in which they wish to work by 10th October, 2018. He mentioned that the new criteria is more stringent than the previous one and we have to put in concerted efforts to achieve a healthy CGPA. He stated that with everyone's support we should be able to achieve it. He further stated that the mantra for success is that the College competes with itself. A high grade would open the doors for more funds for the benefit of our students.
4. The Principal informed the house that a 10 member delegation from Goa will be attending DIDAC India Conference on Education to be held at Pragati Maidan, New Delhi from 4th to 6th October, 2018. He stated that more such study visits should be organized by the Directorate to ensure better exposure to the faculty.



5. The Principal informed the house that the UCR and UFR Elections will be held shortly in the College premises from 11.00 a.m. to 2.00 p.m. He called upon the faculty to perform their duties efficiently and be alert at all times. He instructed the teachers to stay back at the respective polling booths till 2.00 p.m. on the day of election, even if everybody has voted. He also advised the teachers to refrain from passing any comment pertaining to the election which may be construed as partisan by the student community. It was resolved to conduct the elections in a free and fair manner
6. The Principal informed the house that the Nation is celebrating 150th Anniversary of Gandhi Jayanti. As per the directives from the Directorate of Higher Education the activity planned in the College consists of a cleanliness drive in the premises from 3.45 p.m. to 5.15 p.m. and holding of a Mashaal Rally from 5.30 p.m. onwards in Sanquelim town on 1st October, 2018. The permission from the Collector's office was already sought and necessary arrangement with respect to the traffic was already done. In view of the same, and in lieu of the activities planned on the eve of Gandhi Jayanti, the College would remain closed on 2nd October, 2018 although the Principal and the Vice-Principal would attend the official function at Ravindra Bhavan where the Hon'ble Governor of Goa would be the Chief Guest. All the teaching and non-teaching staff members were directed to undertake the cleanliness drive and to take part in the rally without fail.
7. The Principal instructed the faculty to upload/update their details online for Directory of Teachers being prepared by the Directorate of Higher Education. Some teachers informed that they were unable to access the same. The Principal stated that the new link will be provided for the said purpose in consultation with the Directorate of Higher Education.
8. Mr. Mahendra Ghosarwadkar, member of the Examination Committee congratulated the teaching staff for conducting ISAs very smoothly. He informed the house that many teachers have not submitted the ISA mark sheets. He expressed the difficulties which the Committee has to face due to delay in submission of the said mark sheets. He requested the teachers to submit the same by 1st October, 2018. On behalf of the Committee he mooted the proposal for decentralization of the ISAs from the next semester. He said that this proposal was thought over because four working days were getting wasted for the conduct of ISAs. Some teachers working on lecture basis had to come specially for the conduct of ISAs by cancelling their commitments elsewhere.

He requested the teachers to submit the question papers of Semester End Examination by 1st October, 2018. He further added that the teachers may give in writing to the Principal, their unavailability in the premises during examination days so that they are not allotted supervision duty on the said days. He instructed the supervisors to report to the examination room half an hour before the commencement of examination.

 The Principal informed the house that the Head, Department of Hindi had brought it to the notice of the chair that in the absence of one of the PG Faculty, the workload has increased and therefore there could be slight delay in submission of SEE question papers for which the Department was permitted.

9. With regard to working of Committees, the Principal mentioned that we believe in shared governance. The committees conduct meetings and submit the report to the Principal. He

stated that the Committee should provide workable suggestions with regard to their requests or proposals and work towards the same. The Principal instructed the Conveners of the Committees to submit their requirements in writing. Special mention was made of the Alumni Committee requesting it to play a more active role in getting the Alumni to address/interact with the students on a weekly basis.

He informed the house that some issues have been reported with regard to Canteen. He asked the members of the said Committee to have a look at the said issues. The Principal stated that we need to maintain discipline in the College for which the Discipline Committee and all the teachers are fully empowered to question the students who are misbehaving in the Campus. He stated that it is orally brought to his notice that some boys stand/sit along the corridor and pass comments on girl students. Under no circumstances this will be tolerated he stated and asked the Discipline Committee and all the teachers to be extra vigilant in this regard.

10. The Principal informed the house that the Directorate of Higher Education has taken a new initiative to hand over the pension papers of the staff of the Goa University, Aided colleges and Govt. Colleges on the day of superannuation itself of the concerned staff member in order to avoid hardships to the employee. On the occasion of the superannuation of Mr. Chandrashekar Rao, representatives of the Directorate of Higher Education namely the Principal, the Assistant Director Mr. Shankar Naik and the AAO Mr. Pradip Sawant handed over the pension papers to him and felicitated him for rendering valuable service to the Govt. of Goa.
11. The Principal informed the members to submit the particulars/details of forty hours workload per week as per Order No.GCASCs/Order/2018-2019/2018/937 dated 27/09/2018 from Monday 1st October, 2018.
12. 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 : 29/09/2018.

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