

GOVERNMENT COLLEGE OF ARTS, SCIENCE AND COMMERCE, SANQUELIM, GOA

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL OF THE COLLEGE HELD ON 19th APRIL, 2018 AT 12.30 P.M. IN THE MEETING ROOM OF INTERNAL QUALITY ASSURANCE CELL

The meeting of Internal Quality Assurance Cell of the College was held on 19th April, 2018 at 12.30 p.m. in the meeting room of Internal Quality Assurance Cell.

The agenda for the meeting was as follows:

1. Confirmation of the minutes of the previous meeting
2. Review of the NAAC Peer Team Exit Report
3. Implementation of the Online Feedback System
4. A.O.B.

At the outset, the Principal, Dr. Gervasio S.F.L. Mendes welcomed the members of the Internal Quality Assurance Cell present for the meeting. The following points were deliberated upon in the meeting :

1. **Confirmation of the minutes of the previous meeting** : The Principal had a quick review of the minutes of the meeting of Internal Quality Assurance Cell held on 8th July 2017 and informed the house about the action taken at various levels. With regard to mentoring of the students, the Principal mentioned that all teachers including those employed on lecture basis were assigned the responsibility of mentoring the students.

Proposed by Dr. Vaibhav Chindarkar and seconded by Ms. Vanita Patil.

2. **Review of the NAAC Peer Team Exit Report** : With regard to the Accreditation process (2nd Cycle), the Principal appreciated the efforts put in by the Management and the Principal. In addition, Mr. Avinash Patil, Co-ordinator, NAAC, Dr. Soniya Sirsat, Director, IQAC and all the members of teaching, non-teaching staff, students, parents and alumni deserved the credit for attaining 'A' Grade for the College by the NAAC.

- A. The Principal read the suggestions made by the NAAC Peer Team in the Exit Report. He further stated that the College shall draw a plan to meet the said suggestions.

Action : The Internal Quality Assurance Cell

- B. With regard to Academic Audit and Green Audit, the Principal informed the house that the Directorate of Higher Education has decided to conduct Academic Audit, Green Audit and Financial Audit for the Government Colleges.

Action : The Directorate of Higher Education

- C. The Principal stated that the Directorate of Higher Education has made provision for the conduct of Short Term Certificate Courses. Teachers can devise courses and put up proposals for financial assistance.

Action : All the faculty members

- D. Teachers should apply for Minor and Major Research Projects.

Action : All the faculty members

- E. Faculty Development Programmes may be conducted by the Staff Academy.

Action : The Staff Academy

- F. When teachers are deputed for Seminars/Workshops/Conferences etc., they should come and make a presentation for the benefit of others.

Action : All the faculty members

G. Alumni Association can arrange one lecture in a week by alumni for the students. Mr. Sachin Karpe was requested to give 52 names of alumni. The Principal suggested that the Alumni Association can bring out a directory of the alumni who delivered lectures during a particular academic year.

Action : Alumni Association

H. The Principal informed the house that the College has already moved the proposals to start B.A. in Hindi (6 Units), B.Sc. in Mathematics (6 Units), M.A. in Hindi, M.A. in Economics and M.Sc. in Mathematics. The Principal suggested that M.Sc. in Organic Chemistry can also be started.

Action : Department of Chemistry

I. Teachers can work in industries which will add to their experience and will in turn benefit the students.

Action : All the faculty members

3. **Implementation of the Online Feedback System** : The Principal informed the house that the Internal Quality Assurance Cell of the College has decided to get online feedback from students about the courses taught in the College.

Action : The Internal Quality Assurance Cell


4. **A.O.B. :**


- The Principal stated that the teachers should prepare the teaching plan well in advance and follow the same strictly.
- The teachers should fill in the diaries on day-to-day basis.

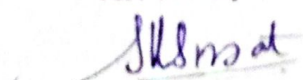
Action : All the faculty members


The meeting ended with the closing remarks by the Principal at 1.30 p.m.

Mr. Swapneel Patnekar, Member of the Internal Quality Assurance Cell has sought the leave of absence.



(Mr. Anil Karambelkar)
Vice Principal



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



(Dr. Soniya Sirsat)
Director, IQAC



(Mr. Avinash Patil)
Member, IQAC

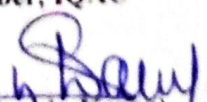

(Mr. Ashok Chodankar)
Member, IQAC


(Ms. Vanita Patil)
Member, IQAC


(Mr. Sharat Jamkhandi)
Member, IQAC


(Dr. Vaibhav Chindarkar)
Member, IQAC


(Mr. Nilesh Natekar)
Member, IQAC


(Mr. Sachin Karpe)
Member, IQAC

Date : 19th April, 2018
Meeting minuted by : Dr. Soniya Sirsat
Director/Co-ordinator, IQAC