

Minutes of the Meeting of the IQAC held on July 20th, 2021

A meeting of the IQAC of the college was held on July 20, 2021 at 10:00 a.m. in the conference room of the college. The agenda for the meeting was as follows:

1. Confirmation of minutes of meeting held on 26.04.2021.
2. Quality initiatives for academic year 2021-2022.
 - a. Organising Workshops, Seminars, Conference and FDPs.
 - b. Upgrading of teaching skills.
 - c. Conduct of formative assessment of students every month.
 - d. Enrolment of third year students for Research Methodology Certificate Course.
3. Consideration of Report on Institutional Feedback by Students.
4. Consideration of Report on Performance Appraisal of Teachers.
5. Financial Assistance to students to pay outstanding fees during pandemic.
6. Any other matter with the permission of the chair.

The meeting was chaired by the Principal and the following members attended the meeting:

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| 1. Mr. Manish S. Pokle | 11. Mr. Jeevan G. Khedekar |
| 2. Ms. Rashmi R. Redkar | 12. Dr. Jayaprakash |
| 3. Prof. M. R. Patil | 13. Mr. Prasann S. Mayekar |
| 4. Mr. Somnath P. Morajkar | 14. Ms. Judas E. Mascarenhas |
| 5. Mr. Paresh Sirsat | 15. Mr. Suraj K. Gaonkar |
| 6. Dr. M. Shanthi | 16. Dr. Pradeep Sarmokadam |
| 7. Mr. Shivdatt F. Shirodkar | 17. Dr. R. V. Gaonkar |
| 8. Prof. Vidya G. Desai | 18. Mr. Pawan Agni |
| 9. Dr. Rajesh M. Pednekar | 19. Ms. Namita Talaulikar |
| 10. Dr. Suchita Golatkar | 20. Mr. Shripad Merchant |

At the outset, the Principal welcomed all the members. He informed that the college teachers conducted online classes in the academic year 2020-21 smoothly due to the installation of good network system in the college. Taking an over view of the online classes, he said that teachers used different IT tools for imparting education to the students without any hitches due to the training programmes conducted by the college at the beginning of the academic year. He said that teachers also contributed for e-content development initiative of the Goa government DISHTAVO. He said that college got 100 percent result in NCC army C certificate exam and 93 percent result in NCC Army B certificate exam. A webinar on 'Focus for Success' was organized by the Value Education Cell. Yoga day was celebrated in the college. A talk on 'Learn Market Financial through Gamification' was organized. The NCC army unit celebrated Kargil Vijay Vijay Diwas. An awareness programme was conducted by SBSI interns by making posters.

AGENDUM 1

Confirmation of the minutes of the meeting held on 26.04.2021

The minutes of the meeting held on were placed before the members. After a brief discussion, the minutes were confirmed.

Proposed by : Dr. Rajesh Pednekar

Seconded by : Dr. Suchita Golatkar

Later, the Chairman took up the agenda for discussion.

AGENDUM 2

Quality initiatives for academic year 2021-2022.

a. Organising workshops, seminars, conferences and FDPs

The Principal informed that the various departments of the college will be conducting workshops, seminars, conferences and FDP in the emerging areas for students and also for the Teachers. Departments will also conduct at least one National Level workshop/seminar/conference/FDP.

b. Upgrading of Teaching Skills

Teachers will be deputed for FDPs that enhances their teaching and evaluation skills. They will also be told to participate in Research Methodology courses.

c. Conducting Formative Assessment

The College is conducting the ISA every month. However, as a part of continuous internal assessment a test will be conducted by all the teachers in their course every month. The teachers can also assess the learning levels.

d. Enrolment of third year students for Research Methodology Certificate Course.

All the Departments will be asked to ensure that every third year student for their departments will enroll for Research Methodology Certificate Courses. It will boost the college efforts in creating research culture among the students. It will also help in providing quality to research projects of the students.

AGENDUM 3

Consideration of Report on Institutional Feedback by Students.

The Principal informed that the College has taken institutional feedback from the students. It is analysed by the feedback committee. The suggestions which have been given by the students will be implemented by the teachers at College/Department/Teachers level. The report was circulated among the members. The report is considered by the IQAC. It was decided to forward the recommendations to the teachers for implementation.

AGENDUM 4

Consideration of Report on Self Appraisal Forms of Teachers.

The Principal informed that the teachers have submitted Self –Appraisal Forms for the academic year 2020-21. The Vice-Principal has submitted a report and suggested improvement. The report was circulated among the members. The report is considered by the IQAC. It was decided to forward the recommendations in the report to the teachers for implementation.

AGENDUM 5

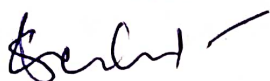
Financial Assistance to students to pay outstanding fees during pandemic.

The Principal informed that it was brought to his notice that some students have not paid the fees due to financial constraints due to pandemic. He said that the Financial Assistance Committee will be asked to look into this matter.

AGENDUM 6

External member Mr. Pawan Agni suggested that teachers should motivate the students to take up the jobs of Sales Executives. He said that there is lot of scope in the field of sales. The Principal replied that programmes will be conducted to motivate the students to take up the jobs. External Member Dr. R V Gaonkar suggested that internship programme should be conducted by each Department in the college.

Date: 27/07/2021



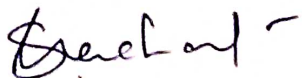
Co-Ordinator / Member Secretary


IQAC Chairman

ACTION TAKEN REPORT

Meeting dated July 20, 2021

Agenda	Action taken
Quality initiatives for academic year 2021-2022. a. Organising Workshop, Seminar, Conference and FDPs b. Upgrading of teaching skills. c. Conduct of formative assessment of students every month. d. Enrolment of third year students for Research Methodology Certificate Course.	The HoD's instructed to conduct the Workshops, Seminars, Conferences and FDPs. The teachers asked to attend the short term certificate courses. The monthly formative assessment started. Research Methodology Course will start in the month of December, 2021.
Consideration of Report on Institutional Feedback by Students.	The report given to HoD's for compliance.
Consideration of Report on Performance Appraisal of Teachers.	The report given to HoD's for compliance.
Financial Assistance to students to pay outstanding fees during pandemic.	The applications sought for financial assistance to pay the fees.



Co-ordinator/Member Secretary





Chairman IQAC