MINUTES OF MEETING

A meeting of the IQAC of the college was held on August 19, 2020 at 10.30 a.m. in the Conference Hall. The agenda for the meeting was as follows:

1. Confirmation of minutes of meeting held on 11.03.2020
2. Online Teaching for the academic year 2020-21.
3. Strengthening IT infrastructure of the College.
4. Review of work of submission of Self Study Report to NAAC.
5. Any other matter with the permission of the Chair.

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

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

At the outset, the Principal welcomed all the members. He also welcomed the new members - Prof. M R Patil and student representative Ms. Namita Talaulikar. He said that during the COVID-19 pandemic, the college teachers conducted a survey in eight villages under Economic Revival Plan of Goa government. A report of the survey was submitted to the government. The NSS unit of the college distributed masks to the public during surge of the pandemic and also conducted several awareness programs. The college conducted an International Webinar on 'Can We Build a Strong Immune System Against Covid-19?'. The college conducted a National Webinar on 'Entrepreneurship Opportunities in Print and Electronic Media'. A web lecture series on literature 'Zeitgeist' 0.1 was also organised.

The college also submitted proposals for financial support to the Directorate of Higher Education to conduct seminars/workshops/conferences/training programmes/short-term courses during the academic year 20-21. The college has provided effective training to the teachers for conducting online classes which will begin next month.

AGENDUM 1

1. Confirmation of minutes of meeting held on 11.03.2020

The minutes of meeting held on 11.03.2020 were placed before the members. After a brief discussion, the minutes were confirmed.

1. PROPOSED BY: Prof. M R Patil
2. SECONDED BY: Mr. Paresh Sirsat

Later, the Chairman took up the agenda for discussion.

AGENDUM 2

Online Teaching for the academic year 2020-21.

The principal said that College has prepared an elaborate plan for smooth conduct of online teaching. He said that a committee was constituted for providing training and guidance to the teachers.

College conducted four training programmes for the teachers for the purpose of online teaching. The college organised a two day national webinar on 'Empowering Teachers with Online Learning Management System' in association with Mograsis Technologies LLP , a faculty development program on ' Tools for Effective Online Teaching: A Hands-on Training', a workshop on 'Online Teaching' and a training programme on 'Google Classroom' was also conducted.

AGENDUM 3

Strengthening IT infrastructure of the College

Principal said that the college has provided Wi-fi connectivity in the existing buildings. However, to supplement online teaching, the college will provide Wi-fi network to all the classrooms in the new RUSA building. The Wi-fi network will also be provided to Gymkhana building.

AGENDUM 4

Review of work of submission of Self Study Report to NAAC.

The principal informed that the college has constituted a Steering Committee for preparing the Self- Study Report (SSR) to NAAC for accreditation. The Current NAAC accreditation will expire on March 16, 2021 and before that IIQA is required to the uploaded for submitting the SSR. The committee has collected criterion- wise documents and started writing SSR. Nearly 70 percent of the work is complete and the college will submit its IIQA before the expiry of accreditation period.

AGENDUM 5

Any other matter with the permission of the Chair.

Dr. Rajesh Pednekar suggested that the college should set up a studio for recording of e content. The Principal said that a proposal regarding the setting up of studio will be submitted to the college Management.

Date: 26/08/2020.

CO-ORDINATOR/MEMBER SECRETARY

Professor & Principal

Action Taken Report

Meeting dated August 19, 2020

Agenda	Action taken report
Online Teaching for the academic year 2020-21	Online platform provided to the students and teachers with high speed internet connectivity
Strengthening IT infrastructure of the College	Wi-fi network provided at the cost of Rs. 1.32 lakh in the new building
Review of work of submission of Self Study Report to NAAC.	Self- Study Report is complete
Setting up of a studio for recording of e-content	Proposal submitted to College Management

CO-ORDINATOR/MEMBER SECRETARY

Professor & Principal

1. Mr. Manish S. Pokle
2. Prof. M R Patil
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11. Mr. Jeevan Khedekar
12. Dr. Sushant Haldankar
13. Dr. Jayaprakash
14. Mr. Prasann S. Mayekar
15. Ms. Judas Mascarenhas
16. Mr. Suraj Gaonkar
17. Dr. R. V. Gaonkar
18. Dr. Sarvesh Sawant
19. Dr. Pradeep Sarmokadam
20. Mr. Pawan Agni
21. Ms. Namita Talaulikar