

NOTICE

A meeting of the Internal Quality Assurance Cell (IQAC) of the College is convened on Thursday, 16th February, 2017 in the Committee room at 3:00pm.

The agenda for the meeting is as follows:

1. Recommendations by the NAAC for Quality Enhancement of the Institution.
2. My Job, My Hobby to be revived.
3. Setting up of a Research Centre in our College.
4. AOB.

All the members are requested to be present for the meeting.

13/2/17

Principal
Fr. (Dr.) Jeronimo D'Silva

IQAC Meeting

The executive meeting of the IQAC was held on 16th February, 2017 in the Committee room at 3:00 p.m. The members present were:

1. Dr. (Fr.) Jeronimo D'Silva
2. Dr. (Mrs.) Blanche Mascarenhas
3. Dr. (Mrs.) Maria Fonseca
4. Dr. Tushar Anvekar
5. Dr. Oscar De Melo
6. Dr. (Mrs.) Maria Claudette Gomes
7. Mrs. Vilma M. T. Fernandes
8. Mr. Mauricio Carvalho
9. Ms. Daniela Pinto
10. Mr. Yohann Santos

The Principal welcomed all the members present. The student representatives on the IQAC, Ms. Daniela Pinto and Mr. Yohann Santos were welcomed by the Principal.

Recommendations by the NAAC for Quality Enhancement of the Institution

1. The need for commencing UG and PG courses in the aided sector obtaining sanction from the government to serve all factions of society.
2. Practical oriented training to be imparted to the students and provide global competency.
 - Field trips to be organized
 - On the job training in industries for 5 to 10 days
 - Visit an Author
 - Literature fest
 - Workshops for each department
 - Working with a Chartered Accountant (Summer Training)
 - Each department identifies a Training and a student gets employed by an Ex-Alumni during the Summer Vacations(formally or officially backed by the College)
 - Faculty should come forward and should accompany the students

The above training should be conducted twice in an academic year, one per semester.

3. Motivate students to appear for competitive examinations like CA, CS, ICWA, Civil Services etc.
 - The faculty would arrange for conducting coaching classes for competitive examinations.
 - Tie-up with already existing coaching classes.
 - Records to be maintained of how many students from our college have passes CA/CPT.
 - Records to be maintained of which Speaker/Resource person spoke and motivated the students.

- My Job My Hobby to be revived.
 - 1 hour lecture=Rs. 1000/- per hour.
4. Industrial visits and collaborative activities to be made a routine practice for students of Commerce and Science subjects.
This activity was being done regularly by the College.
 5. Exploring job opportunities for the students of Biotechnology, Commerce, Chemistry etc.
 - Placement cells should be give a copy to the IQAC of the students who are selected in various organizations.
 - Maintain records of programmes by submitting the same to the IQAC
 - HoD meeting to revive 'My Job My Hobby', On the job training (field trips)and submit the list of students who have cleared competitive examinations.
 - Give website to Mass Communication Department after discussion with Edwin.
 - Need to keep updated website.
 - Create a committee for it.
 6. Set up Research Centres
 - Need for space and bearing expenses.
 - More Guides to be registered.
 - DHE NOC
 - Infrastructure
 - Look for PG Visiting faculty
 - Infrastructure to be available
 - Open to Psychology R. C.
 - Look for other avenues for MRP and Major RP
 - Consultancy services t o be strengthened
 - Register to be kept – efilng of returns and charges Rs. 100/-
 7. Obtain placement for students in corporate and well reputed companies.
 8. Collaborative and consultancy services may be strengthened and secure more research funds.
 9. Commence add on certificate/diploma courses of the UGC in the area of Journalism, Advertising, Mass Communication, Public relations.
 - Compulsory public speaking course to be conducted by professional trainers.
 - Add on courses such as
 - Writing skills
 - Soft skills
 - Calligraphy
 - Basics of Photography
 - Self Defence for girls- course to be conducted this year
 - Current affairs
 10. Hostel facilities of the College for girl students may be provided.
There would be takers but there would be risks involved.
 11. AOB
Following were the suggestions:

- Less dustbins, suggestions for increase in the number of dustbins
- Make students clean classrooms on a weekly basis in keeping with the Swachh Bharat Mission
- To allow use of mobiles during specific time or at certain places
- Dress style should be modest
- Reading rack in the lobby – newspapers to be kept clipped to the board to encourage reading habit among students.
- Instead of music to have news headlines read.
- To increase the recess time as canteen gets crowded. Food court – Ask for three counters
- Ensure clean toilets- New toilet block would soon be ready
- Healthier canteen food. -Canteen committee could be set up to monitor the quality of food (Healthy practices)
- Commerce classrooms are very hot – To either cut windows or put exhaust fans
- TA for students for cultural activities. – it is given
- Teachers not flexible with DL for students
- FEP will be conducted by Fr. Joe and Team(Delhi, North India) on the topic “Overall Personality Development”.

The meeting ended with the vote of thanks by the Principal at 5.00 p.m.

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 Officiating Principal