

MINUTES OF THE IQAC MEETING HELD ON 12th MARCH 2018 at 11 a.m IN
RAMADAS MALLYA MEMORIAL SMART CLASSROOM

The following members were present:

Dr. Prita D. Mallya
Ms. Sharmila Kunde
Dr. Shami Pai
Dr. Rodney D'Silva
Dr. Edwin Barreto
Ms. Manasi Rege
Ms. Ekta Agarwal
Ms. Snehal Jadhav

Agenda:

- Review of criteria wise SWOT analysis
- Discuss Action Taken Report on the peer team report
- Review of Initiatives taken in the last 2 years
- Filling data in SSR in the excel sheets provided
- A.O.B

The meeting began at 11 a.m

Principal, Dr Prita D. Mallya, welcomed all the members for the meeting.

Minutes of the previous meeting were read and confirmed. The minutes were proposed by Dr. Shami Pai and seconded by Ms. Snehal Jadhav

Item No.1 on Agenda— Review of criteria wise SWOT analysis was deferred for the next meeting

Item No 2 and 3 were taken up for discussion

- **Discuss Action Taken Report on the peer team report**

Principal informed the members that DHE has taken an initiative to help the colleges get good NAAC grades and with regards to the same the college has sent action taken report on recommendations of NAAC peer team with effect from 2015-16 to 2017-18.

Ms. Sharmila Kunde, IQAC coordinator presented this report to the members as well as the initiatives of IQAC for the last 2 years. The following was discussed during report presentation

- **Add UG and PG programs in Economics**

Principal informed the members that the decision to start a PG Programme in Economics will not be viable as Chowgule College is already offering MA (Economics) and is not running at full strength and Govt. College Quepem has applied to GU for affiliation for MA (Economics)

With regards to UG programme in Economics, she informed that the structure of the UG programme is such that there is a requirement to offer other subjects as well (even if it is a 6-unit programme, 2 more subjects will have to be offered at FY & SY) –viability is an issue.

Principal suggested that the college name could be changed as it also offers programmes in Computer Application and Financial Services along with Commerce and Economics.

- **To offer new programs relevant to the Goan economy such as tourism, entertainment and industry**

Principal informed the members that PG Diploma in Finance & Taxation will be introduced in June 2018 and approval from Goa University is awaited. She also informed that the PG Diploma in E-Commerce & Digital Marketing is designed by the BCA department and the College plans to introduce it in June 2019. The syllabus is in the last stage of being drafted and once complete shall be sent to BoS for acceptance.

Dr. Shami Pai suggested that the college could design and offer B-Voc Programme in Tourism.

- **Usage of ICT in teaching and learning**

Members were informed about the decision to buy OMR scanners from examination funds so that one ISA can be completely MCQ based.

It was informed to the members that post-industrial visit reports have to be submitted by the students in form of presentation for the benefit of those students who have not participated.

Certificate courses - Principal suggested the college can redesign the tally course by including GST module with feedback from Chartered accountants, especially alumni. Principal requested Dr. Edwin Baretto to inquire about the same from Dempo College.

Research cell had offered a short term Research Methodology course. Principal has suggested that the course needs to be improved and updated. Dr. Edwin Baretto suggested that the PPT for the course also needs to be redone. Dr. Rodney D'Silva informed that the Digital Marketing course needs to be reviewed and required changes have to be made.

Activity Clubs - Principal informed that the activities organized by the Activity clubs also need to be reviewed. It was decided that during admission only 60 students should be admitted in nature club from the B.Com and 20 students from BCA and BBA (FS) respectively.

Virtual Commerce Lab - Principal suggested that Ms. Preksha Chopdekar could review and get commerce lab documents updated.

She suggested that the same can be discussed at Commerce department meeting. Ms. Sharmila Kunde suggested that Fedena can be used for Commerce Lab documents. Principal has asked BCA department to conduct session on using Fedena for assignments for all the teachers.

Academic Audit - Principal informed that DHE is planning to have administrative audit for all the colleges for aided programmes.

Niti Samvaad - Dr. Edwin Baretto suggested that there was a feedback for one of the participating colleges that students need to be involved in organization of the Niti-Samvaad. Ms. Sharmila Kunde suggested that as per feedback from participants Niti-Samvaad can be held somewhere in September. It was decided to have a meeting of teachers to discuss the same.

- **Filling data in SSR in the excel sheets provided**