

Minutes of IQAC Meeting held on 15th June 2017 at 3.30 p.m. in the Principal's Chamber.

Members Present:

1. Fr Praveen Martis SJ
2. DrManohar V. Serrao
3. Mr Ravi Shetty
4. Dr Charles V. Furtado
5. Dr Donald Lobo
6. Dr V. B. Hans
7. DrMahalingaBhat
8. MrKishorechandra
9. MsShakilaHegde
10. MsKavitha B. Avinash
11. MsSharolinMenezes
12. MsSwathiBhat
13. MrUdaya
14. C A Venkatakrishna
15. Dr Denis Fernandes
16. MrVinayak
17. Mr Callen D'Souza
18. Mr Victor D'Souza
19. Henry D'Souza
20. MrJeevan Lobo

Meeting began with a silent prayer and the Principal welcomed the members of IQAC present for the meeting.

Agenda:

1. Reading the minutes
2. Plan of action
3. Curricular/Co-curricular/Extra Curricular
4. Any other matter

Proceedings:

The minutes of previous IQAC meeting held on 3rd April was read and approved

- All the presidents of various associations and heads of department were asked to plan the activities and fix the dates of meetings for the semester and submit the list to the IQAC
- Dr V.B. Hans informed the meeting that Faculty Development Programme for the teaching staff would be conducted and Fr. Pradeep Sequeira SJ would deliver session on 'Listening Skills'.

- It was decided to have two internal exams, one in July and the other in September. All students would also be given an assignment in each of their subjects.
- The Class Guides / Mentors were asked to meet their wards individually and try to find out their personal details, family background, work particulars etc.
- It was decided that remedial classes for slow learners would be conducted on a regular basis along with peer group learning on designated days.
- It was decided to conduct the Students' Council election in July.
- Dr Donald Lobo, Student Welfare Officer, informed that special lecture on Health Management and a crash course on GST would be arranged.
- Mrs Kavitha B. Avinash was given the responsibility of coordinating the newly introduced beauty care and wellness course
- It was decided to observe the 70th independence Day by organising Patriotic Singing competition and to observe 'Teachers Day' on 5th September
- It was decided to organise an outreach to St Antony Poor Homes through the NSS and Council members and perform a play to spread awareness about the ill effects of Alcohol. It was also planned to conduct Shramadhan and Vanamahotsava in the St Antony Poor Homes campus
- All the association presidents were asked to submit the date of their proposed events to the IQAC.
- The Principal informed the members that the NAAC would announce its new format and criteria for accreditation soon and asked the criteria heads to be ready with all documents and evidence so that it would be convenient to speed up the process of preparing the SSR
- Dr Donald lobo suggested the introduction of a short certificate course on Intellectual Property Rights in the semester

The Principal thanked the staff members for their support and co-operation.

IQAC Coordinator
Dr Charles V. Furtado

Principal
Dr Manohar V. Serrao

Minutes of IQAC Meeting held on 9th October 2017 at 3.30 p.m. in the Principal's Chamber.

Members Present:

1. Fr Praveen Martis SJ
2. DrManohar V. Serrao
3. Mr Ravi Shetty
4. Dr Charles V. Furtado
5. Dr Donald Lobo
6. Dr V. B. Hans
7. DrMahalingaBhat
8. MrKishorechandra
9. MsShakilaHegde
10. MsKavitha B. Avinash
11. MsSharolinMenezes
12. MsSwathiBhat
13. MrUdaya
14. C A Venkatakrishna
15. Dr Denis Fernandes
16. MrVinayak
17. Mr Callen D'Souza
18. Mr Victor D'Souza
19. Mr Henry D'Souza
20. MrJeevan Lobo

Meeting began with a silent prayer and the Principal welcomed the members of IQAC present in the meeting.

Agenda

- Reading the minutes
- Curricular/Co-Curricular/Extra-curricular
- NAAC SSR/IIQA/NAAC Peer Team Visit
- Any other matter

Proceedings:

- The minutes of previous IQAC meeting held on 15th June was read and approved
- Two internal assessment exam were held in July and August and internal assessment marks were displayed on the notice board. The practice of giving one assignment per subject was continues in this semester also
- Special lectures were arranged under the auspicious of commerce departmentand also for the benefit of the B.Com students
- The two crash courses on GST and Intellectual property rights were received well by the general public.

- The newly introduced course on Beauty Care and Wellness was conducted in the Arrupe block
- A Special talk on 'Powerful Women' was organised by Women's Forum on in September
- The Students' Council members played a proactive role in the outreach to St Antony Poor Homes
- The NSS volunteers in association with council members conducted Shramadhan and Vanamahothsava on 20th August
- Keeping in mind the November window for uploading IIQA and SSR in the new format the principal reminded all the criteria heads to finalise their respective documentation in the form of templates.
- The NAAC co-ordinator requested all the presidents of association and HOD's to submit their reports to the IQAC
- The Principal informed the members to the submit the annual reports of MRPs
- The Principal and IQAC Co-ordinator made a special request to all the staff members to be available during the University examination and holidays for NAAC work.

The Principal thanked the staff members for their support and co-operation.

IQAC Coordinator
Dr Charles V. Furtado

Principal
DrManohar V.Serrao