

**Minutes of IQAC meeting held on 11th May 2020 at 3.00 p.m. in the
Principals' chamber.**

Members present:

1. Rev. Dr Praveen Martis SJ
2. Dr Manohar V. Serrao
3. Dr Ravi Shetty
4. Dr Donald Lobo
5. Dr V. B. Hans
6. Dr Denis Fernandes
7. Mr Callen Dsouza
8. Mr Vinayak
9. Dr Charles V. Furtado
10. Mrs Shakila Hegde

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

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

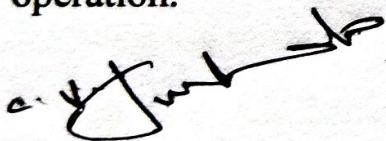
Proceedings:

1. Reading the minutes: The minutes of the previous IQAC meeting held on 16th December 2019 was read and approved.
2. Plan of Action: It was decided to organise an online Orientation programme for the newly admitted I B.Com & I B.A. students in May 2020. It was also decided to conduct an online bridge course for the first year students. The IQAC co-ordinator was asked to co-ordinate the Bridge course. All the Presidents of associations and heads of department were asked to plan the activities for the semester/year, finalize the dates of meetings and submit the list to the IQAC by the principal. The vice principal reminded the staff that due to the pandemic students had to be provided online material in all the subjects. The principal asked the teaching staff to give an assignment in each of their subjects. All class guides/mentors were asked to form class wise whatsapp groups and keep in touch with their wards individually. The teaching staff was also instructed to conduct regular remedial classes for slow learners. The staff were asked to encourage the bright students to initiate Peer Group Learning in their respective classes. The director of the Students' Council informed the meeting that the council elections would be held only after the classes returned to normal.
3. Curricular / co-curricular / extra-curricular activities: It was decided to organise online University level workshops in association with subject associations sometime during the year. The Principal asked Mrs. Shakila Hegde to find out the possibility of conducting an outreach programme in association with Lions Club Metro gold during the academic year. Dr Ravi Shetty informed the meeting that it might not be possible to organise physical visits to industries (M.Com) because of the SOP of the government.

It was suggested that all the possible programmes including observance of Teachers' Day would be conducted online. All the association presidents were asked to submit the date of their proposed events to the IQAC.

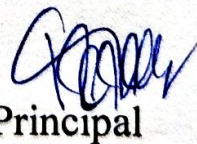
4. IQAC/NAAC: The IQAC co-ordinators were reminded to ensure that the NIRF & AISHE processes were completed and uploaded before the deadlines. The staff was asked to update their personal profile and other documentation on a regular basis.
5. Any other matter: The Principal reminded all the members to keep in mind and implement all the recommendations gives by the NAAC Peer Team. Dr Donald Lobo, Dean, Faculty of Commerce, was entrusted with the responsibility of conducting certificate courses for the students and general public. The Principal asked Mr Kishorechandra, Associations co-ordinator, to oversee all the activities (online/offline) of the various associations.

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



IQAC Coordinator
Dr Charles V. Furtado
Co-ordinator
IQAC / NAAC

ST. ALOYSIUS EVENING COLLEGE
MANGALORE - 575 003



Principal
Dr Manohar V. Serrao
Principal

ST. ALOYSIUS EVENING COLLEGE
MANGALURU - 575 003

**Minutes of IQAC meeting held on 26th November 2020 at 3.00 p.m.in the
Principals' chamber.**

Members present:

1. Rev Dr Praveen Martis SJ
2. Dr Manohar V. Serrao
3. Dr Ravi Shetty
4. Dr Donald Lobo
5. Dr V. B. Hans
6. Dr Denis Fernandes
7. Mr Callen Dsouza
8. Mr Vinayak
9. Dr Charles V. Furtado
10. Mrs Shakila Hegde

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

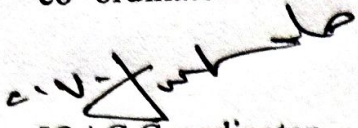
Agenda:

1. Reading the minutes
2. Examinations & Remedial Classes
3. Curricular/Co-curricular /Extra-curricular Activities
4. IQAC/NAAC
5. Any other matter

Proceedings:

1. Reading the minutes: The minutes of the previous IQAC meeting held on 11th May 2020 was read and approved.
2. Examinations & Remedial Classes: Only one internal examination could be conducted because of the pandemic. In addition to this an assignment was given in all subjects to be assessed for the end-semester examinations. The finalised internal assessment marks would be displayed on the student notice board. It was decided that the students who scored below 40 in the internal assessment exams would be made to answer old question papers as revision. The principal thanked the teaching staff for conducting online remedial classes for slow learners.
3. Curricular/Co-curricular/Extra-curricular Activities: The principal congratulated the members of the staff who were involved in the Orientation Programme & Bridge course for doing a good job. He informed that students had given a feedback that they had benefitted from both the programmes, especially the bridge course. Dr Donald Lobo reported that the certificate courses had attracted many participants and was going on smoothly. The Principal appreciated all the staff members for conducting many programmes for the benefit of the students. All the presidents of associations and HODs were requested to submit the reports to the IQAC at the earliest.
4. Any other matter: The principal appreciated that many of the staff members were invited as resource persons and guests by other institutions to share their resources on the online platforms. The members of the staff were asked to be available during the University examination and holidays for IQAC related work.

The meeting ended with a formal vote of thanks by the IQAC co-ordinator.



IQAC Coordinator
Dr Charles V. Furtado

Co-ordinator
IQAC / NAAC

ST. ALOYSIUS EVENING COLLEGE
MANGALORE - 575 003

NAAC 20-21 Minutes



Principal
Dr Manohar V. Serrao
Principal

ST. ALOYSIUS EVENING COLLEGE
MANGALURU - 575 003

**Minutes of IQAC meeting held on 6thSeptember 2021 at 3.00
p.m. in the Principals' chamber.**

Members present:

1. Rev. Dr Praveen Martis SJ
2. Dr Manohar V. Serrao
3. Dr Ravi Shetty
4. Dr Donald Lobo
5. Dr V. B. Hans
6. Dr Denis Fernandes
7. Mr Callen Dsouza
8. Mr Vinayak
9. Dr Charles V. Furtado
10. Mrs Shakila Hegde

Meeting began with a silent prayer followed by the Principal welcoming all the members of IQAC present for the meeting. He also informed the members that Mr Vinayak had sent his apologies for being unable to attend the meeting.


Agenda:

1. Reading the minutes
2. Evaluation of the Semester
3. Examination/remedial classes
4. Any other matter

Proceedings:

1. Reading the minutes: The minutes of the previous IQAC meeting held on 26th November 2020 was read and approved.
2. Evaluation of the Semester: The Principal thanked all the members for completing all the portions in time. The IQAC Coordinator thanked the members for conducting all the association/department activities successfully even in the middle of the pandemic. He also requested all the Presidents of Associations & HODs to submit their respective calendar of activities to the IQAC at the earliest.
3. Examination/remedial classes: All the teaching staff were asked to conduct remedial classes to all the students who had not done well in the written examination. He reminded the members to complete evaluation of assignments and finalize the internal assessment marks as soon as possible so that the marks could be uploaded. It was pointed out that the slow learners needed special attention because of the difficulties arising out of the constant interchange between online and offline classes. The principal requested the staff to keep in touch with the students and prepare them for the end semester exams.
4. Any Other Matter: The Principal asked the teachers to conduct the Value Education classes & meet and counsel their wards in small groups. He also asked Heads of the department to get students feedback and submit it to the IQAC. All the criteria heads were asked to complete the documentation work of their respective criteria as soon as possible.

The meeting ended with Mrs. Shakila Hegde, Assistant Co ordinator, IQAC, proposing the vote of thanks.



IQAC Coordinator
Dr Charles V. Furtado

Co-ordinator

NAAC 20-21 Minutes

NAAC

ST. ALOYSIUS EVENING COLLEGE
MANGALORE - 575 003


Principal
Dr Manohar V. Serrao
Principal

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