

Minutes of the IQAC meeting held on 20th October 2020
in the College Conference Room

The following Members of the IQAC attended the meeting

1. Prof Dr.Filipe Rodrigues e Melo
2. Dr.Shankar B. Naik
3. Shri.Swaroop Naik
4. Shri. Oscar de Noronha
5. Dr. Nirmala de Abreu
6. Dr. Xavier Martins
7. Shri.VirendraAmonkar
8. Dr. Roshan Usapkar
9. Shri Satish Sanvol

Shri. Ashish Duple, External Member and Mr. Rajaram Parab, Alumni member, informed the Principal of their inability to attend the meeting due to prior engagements. Ms. Harshali Talkatkar and Mr. Sanjay Naik, Sr. Admin Officer, was also absent.

Agenda for the meeting

1. Introduction and Welcome By principal
2. Reading of minutes of the last meeting
3. Important Achievement for 19-20
4. Preparation of AQAR for 2019-2020
5. Covid Management
6. Ongoing Admission Process 20-21
7. Online classes and related issues
8. Plan of Activities for 2020-2021
9. Identifying areas for Benchmarking and setting Benchmark
10. AOB with the permission of the chair

The Principal. Prof. Dr. Filipe Rodrigues e Melo welcomed the members present and briefed the members about:

1. Issues related to online classes and the platform used for conduct of such classes.



2. Final Students Admission in FYBA, FYBCom, and MCom i.e. 107,129 and 36 respectively.
3. Establishment of Research Centre with 13 recognised Research Guides and registrations of 52 students to pursue Phd .

Minutes of the previous meeting were read by the IQAC Convenor, Shri Satish Sanvol. The minutes were proposed by Mr. Oscar de Noronha and seconded by Dr. Xavier Martins.

The following points were taken up for discussion:

1. **Important Achievements for 2019-20.**

Principal listed the following major achievements of the College for the academic year 2019-20.

- I) Establishment of Research Centre with 13 recognised Research Guides and with 52 students currently pursuing Ph.D.
- II) Economic Revival plan prepared by the faculty for 12 Panchayats from Pernem Taluka.
- III) Installation of 16 smart Boards and establishment of virtual classroom and digital podium in college conference room.
- IV) Establishment of IGNOU centre with BCom, MCom, MA in Economics and MA in Hindi.
- V) All Goa Book exhibition with display of books by all major publishers from India and abroad.
- VI) Upgradation of Language and Commerce-Eco lab.
- VII) Upgradation of sports facilities and Gymnasium.
- VIII) 100% results in TYBA, TYBCom and MCom programmes.

2. **Preparation of AQAR for 2019-2020**

IQAC coordinator Shri Satish Sanvol briefed the House about that the compilation process of the AQAR and stated that once the final draft is ready it will be forwarded to the DHE for approval and will be uploaded as per the directives of the DHE

3. **Covid Management**

Principal informed the House that the College has a covid management committee which is responsible to provide the required guidelines and supervise the overall covid management at the college level as per the SOPs issued by the Government of Goa and the Goa University. Shri Oscar De Noronha, Vice-Principal and convenor of the covid management committee, informed the House that the Committee is doing whatever is within the reach of the committee. The covid committee convenor emphasized on need to



create awareness amongst the staff and students, using various online platforms like WhatsApp, Facebook etc. He further mentioned that sanitizers have been kept at important locations and entry points of the college campus and normal sanitization is done with the help of the house-keeping staff. However, he expressed doubts about the sanitization process being followed after the reporting of any covid positive case in the College. Here Principal stated that the agency authorised by the Govt for undertaking sanitization of any place as post covid measures only sprayed liquid sanitizers outside the building and refused to sanitise the premises from the inside. Shri Oscar de Noronha, Vice-Principal, mentioned that we only hope that no more cases occur amongst the staff.

4. College Admission

Shri Oscar de Noronha, Vice-Principal, who is also the convenor of the College Admission committee, briefed the members about the ongoing admission process and mentioned that there is no clarity on the time-period as the process is decided at the central level. He further stated that the delayed process is having an impact on teaching and learning. Moreover the entire process of admission is tailored at the different levels and the testing of the same is yet to happen.

The Principal informed that the college is also waiting for one more round of admission to see the final impact on the college admissions. He stated that the college will get some more admissions as the admissions to professional colleges is yet to be finalised.

Admission convenor Shri Oscar De Noronha, informed the members that the college is using google forms to assist admission process of the second-year students while the third-year students are called to college for counselling on admission related issues and college allows students to pay admission fees in instalments, as per the directives issued by the Directorate of Higher Education and the University.

5. Online Classes

Principal stated that classes have begun in online mode from September 2020. Teachers have been using Google Meet to conduct online classes with a subsequent plan to shift to Microsoft Teams as per the directives of the Directorate of Higher Education. Currently, teachers and students are fire-fighting with different issues related to online classes especially with regard to availability of connectivity.

External Member Mr. Swaroop Naik suggested that issues related to online classes and students feedbacks be documented.



Shri. Virendra Amonkar mentioned that students attendance is around 60% for online classes and that using MS teams is becoming an issue as students have problems with compatibility of mobiles.

Dr. Shankar Naik also mentioned that MS teams requires higher bandwidth and that live interaction is not possible everywhere. He stated that we need to identify and tackle these challenges. He suggested to create power point and videos and save them on MP4 for the benefit of the students. He further mentioned that we cannot depend on one platform for the conduct of online classes. He said that Department of Higher Education will provide students option with DISHTAVO programme (Digital integrated system for holistic teaching and virtual orientation) where learning videos will be shared with the students and MOOCS courses can be another option for the students.

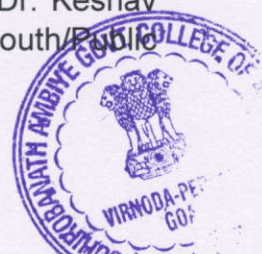
6. Academic Calendar

IQAC Coordinator Shri Satish Sanvol, placed before the house the calendar of events for the academic year 20-21 and the same was approved by the House.

7. Identifying areas for Bench-marking and setting Bench marks

The House also agreed to undertake improvement in the following areas:

- i. Promoting Appointment of Faculty members on regular basis (permanent)
- ii. Promotion of Research Quotient through workshop and related activities. Dr. Shankar Naik suggested activities to conduct workshop on LATEC and python to improve the research quotient of the faculty and students and display of research papers published by the faculty.
- iii. Green initiatives like Building of Botanical and Herbal Garden; Setting-up of Butterfly Park on the campus; Facilities for Bio-waste Management on campus.
- iv. Emphasising on promoting gender equity and women's empowerment through community extension and involvement of Local Self-Help Groups.
- v. Qualitative improvement in College library facilities. Dr. Keshav Dhuri also suggested providing access of library to the local youth.



as extension activity. Principal Prof. Filipe Rodrigues e Melo suggested that one class room be kept open after the normal college office hours for the benefit of students not having proper learning environment at home.

vi. Promotion of Sports and Leisure Activities.

vii. Creating Awareness on Socio-Economic issues, cultural heritage and constitutional Rights.

viii. Conduct of feedback using the module prepared by the Directorate of Higher Education.

ix. Mr. Swaroop Naik suggested conducting special skill development courses like Tally, etc to make students industry ready.

The meeting ended at 12.30 p.m., with a vote of thanks by the IQAC coordinator.



(Mr. Satish Sanvol)
IQAC Co-ordinator



Prof. (Dr.) Filipe Rodrigues e Melo
Professor and Principal



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