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2nd January, 2010

The Director,
N.A.A.C.,
P.O. Box No. 1075,
Nagarbhair,
Bangalore – 560 072.

**Sub: Report of the work done by QAC & IQAC committees
for the year 2008-09.**

Dear Sir,

Please find enclosed with this letter the reports of the work done by the Q.A.C. and I.Q.A.C. which is the outcome of their meetings and the deliberations held on different matters.

Yours sincerely.



Dr. Cidalia Bodade
Member Secretary
Q.A.C. & I.Q.A.C.



Dr. R. V. Hajirnis
Chairman
Q.A.C. & I.Q.A.C.

Report of the work done by the Q.A.C. for the year 2008-09

The Q.A.C. committee for the year 2008-09 consisted of the following members.

Sr. No	Name of the Members	Designation
1	Dr. R. V. Hajirnis	Chairman
2	Shri. Paresh V. Joshi	Management Representative
3	Shri. M. S. Kamat	Management Representative
4	Mrs. Varsha Deshpande	Representative from the Society
5	Mrs. Cristine Coelho	Representative from the Society
6	Dr. R. B. Patil	Vice-Principal
7	Dr. (Ms) Maria Rodrigues	Teacher Representative
8	Shri. Manoj L. Pednecar	Teacher Representative
9	Mrs. Lalita P. Joshi	Teacher Representative
10	Dr. (Mrs) Rekha R. Gaonkar	Teacher Representative
11	Dr. (Mrs) Sandhya N. Bhandare	Teacher Representative
12	Shri. Suresh D. Shenoy	Administrative Representative
13	Shri. Dilip S. Lotlikar	Administrative Representative
14	Dr. (Mrs) Cidalia Bodade	Member Secretary


The committee met and deliberations were held on different matters the outcome of which is given below:-


Sr. No	Topic	Decision Taken	Implementation
1	Certificate courses in Counseling and Management of NGO's	To start the course with existing faculty and help from people working with NGO's in society	The course is relevant for the wider sections of the society. It has been successfully implemented and is being conducted successfully.

	Shipping Management Course	Proposal to be submitted and an advisory committee to be formed for the course. A unique course in the country and especially very relevant to the Goan scenario since shipping is an important activity in Goa.	The proposal was accepted. The nomenclature of the course was changed from Shipping Management to B.Com in Shipping Management and marketing of the course has begun in full swing so that the course is operational in the coming academic year.
3.	Rainwater harvesting and vermicomposite activity in college	To begin with the ground work for both these activities	Immediately pits for vermicomposte were dug and help was taken from experts who directed us as to how to build the infrastructure for these activities and also how to implement them. At present both activities are going on and now manure from the vermicomposte is being sold to the public.
4	Website of the College	To do some networking so as to update the website throughout the year. The H.O.D's have to make the matter available to the B.C.A. department. The matter should be first checked by the Principal	The work of updating the website is given to the B.C.A. Department and the work has already begun in full swing.
5	Placement Cell	To revamp the placement cell, make it more functional, approach the industry for help in making placements and make a room available for the teacher in charge to meet students on a regular basis	A Committee is formed for the placement cell and Principal visited Symbiosis in Pune to learn from their best practices in order to run the placement cell
6	Mentor system	Mentoring activity which was going on with internal mentors will now have external mentors too. Past pupils who have excelled in certain fields are to be	Mentoring is going on some external mentors have been invited to give talks. But it needs to be further strengthened and the loose ends need to be tied up.

		invited as external mentors.	
7	Film on the college which has completed 36 years & 25 years in the present campus	To collect funds in order to make the film.	Already ground work on the film has begun
8	Orientation for the new faculty	To do this orientation on a scientific basis, so that they know what the college is about and what are its aims and objectives	Principal has started having meetings with new faculty members and giving them talks. However, we need to give them some more motivation.
9	Attendance to be taken seriously	In order to combat the cutting of classes. It has been decided that attendance will be taken at every lecture and the students who are bunking will be pulled up.	Letters are being sent to the chronic bunkers and their parents have been called to meet the concerned teachers.
10	Value Addition of Student Academic Qualifications	To make students aware of what extra learning they should do during the year which will add value to their C.V.	Students are being made aware of the benefits of the subject which they have opted for. A list of soft skills to be prepared for the students.

Finally it was decided that we put teachers-in-charge of each of these activities and fix a time frame for them to set the ball rolling for each and every activity.


 (Dr. Mrs. Cidalia Bodade)
 Member Secretary


 (Dr. R. V. Hajirnis)
 Chairman

Report of the work done by the I. Q.A.C. for the year 2008-09

The I.Q.A.C. Committee for the year 2008-09 consisted of the following members:-

Sr. No	Name of the Members	Designation
1	Dr. R. V. Hajirnis	Chairman
2	Dr. R. B. Patil	Vice-Chairman
3	Dr. (Mrs) Cidalia Bodade	Member Secretary
4	Shri. M. S. Kamat	Representative of the Management
5	Dr. D. B. Arolkar	Principal, DMS College
6	Dr. A. S. Dinge	Principal, PES College
7	Mrs. Lalita Joshi	Teacher Representative
8	Mr. Manoj L. Pednecar	Teacher Representative
9	Dr. (Ms) Maria Rodrigues	Teacher Representative
10	Dr. (Mrs) Rekha R. Gaonkar	Teacher Representative
11	Dr. (Mrs) Sandhya Bhandare	Teacher Representative
12	Shri. Sudhir Halvegar	Librarian
13	Mr. Dilip S. Lotlikar	Representative of Administrative Staff

The Committee met and deliberations were held on different matters which were relevant to the improvement and betterment of different aspects pertaining to the college, students and staff.


The outcome of these deliberations is given below.


Topic	Decision Taken	Implementation
Sports Hall	It was decided to approach the Government for sports funds in order to put up this sports hall, as the college does not have one and shares it with the Higher Secondary School	The Physical Director was put in charge. The correspondence on this matter is still going on and Dr. Dinge emphasized that we have to pursue the matter till the government gives us a listening ear.

Ladies Hostel	It was decided to approach the U.G.C. for funds in order to construct a ladies hostel since the number of girl students is increasing	A committee was formed for this Ladies Hostel Project and several meetings were held with the concerned government authorities and the U.G.C. representatives. The college has submitted a proposal and expects to receive 80 lakhs under this scheme.
Jogging Track for the college	The social Forestry Ministry of the Government of Goa was to be approached for this purpose	Correspondence with the government relating to this matter is going on. But it seems that they do not have a jogging track on their list of items of funding for educational institutions. Hence, they have asked us to change our proposal to medicinal plant garden for which funds can be made available. Correspondence on that front is going on.
Transport problems that students representatives have pointed out	To out source the buses for the students from private players since it was not possible for the college to have their own busses.	This was done and now the transport problems of the students have been settled in the best possible manner.
Mini stationary shop within the college complex	A great need is felt for this type of shop with the facilities of photocopying, lamination as well as telephone facilities for students.	A lot of discussion was held on this matter, but somehow as yet no concrete decision has been taken. The need is well felt by all but somehow the modalities to solve this are yet to be worked out.
Students demand a separate hall for all their cultural activities	To implement this facility in the new proposed master plan for the development of the college infrastructure.	This will be accomodated in the new constructions which will come up soon.
Covering of the open stage	It was decided that the Parent Teachers Association would bear the expenses of covering the open stage which is used for activities, since it is very expansive to put up a pendal, every time for cultural activities.	After working out the modalities and considering the expenses to be incurred to cover the stage, it was decided not to cover it but instead to have the extra-curricular activities in such a manner that both the Higher

		Secondary School and the College Section can have their activities simultaneously so that there is considerable saving on expenditure on a pendal.
Reluctance on the part of teachers to shift to the new staff room	To shift the staff room to the new premises since the new premises is solely for the college section	The staff room of the college section has been shifted to the new premises and a number of class rooms too have been shifted into the new premises.
Additional toilet facilities for boys and for the lady staff required	To open out the unused extra toilet in the new premises so that the lady staff have at least two toilets instead of the present one only. Also it was decided to repair the boys toilets and have them manned by some authority since a lot of breakage goes on there.	However, the opening of the extra toilets for lady teachers has not been implemented but will soon be implemented.. The boys toilets have been repaired and facilities for adequate water supply there are being looked into. We are trying to get someone to clean them and man them on a regular basis

The meeting ended by forming certain committees and putting teachers in charge of them.


 (Dr. Mrs. Cidalia Bodade)
 Member Secretary


 (Dr. R. V. Hajirnis)
 Chairman