

**Date: 27-04-2018**

**NOTICE**

The fourth meeting of the IQAC for the academic year 2017-18 will be held on **Saturday 5<sup>th</sup> May 2018 at 11.30 p.m.** in the Board Room in the college premises.

The **agenda** of the meeting is as follows:

1. Welcome Address- Dr. R.B. Patil (Principal)
2. Summary of measures initiated during the academic year 2017-18 – Dr. Meenakshi Bawa (Coordinator)
3. Plans for the academic year 2018-19
4. Any other business with the permission of the Chair

We kindly request you to attend the meeting. We look forward to your valuable suggestions and active participation which will go a long way in enhancing and sustaining the quality of education in our institution.

(Dr. R. B. Patil)  
Principal &  
Chairperson, IQAC

## MINUTES OF THE IQAC MEETING HELD ON 5<sup>th</sup> MAY 2018

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The following members were present for the meeting:

1. Principal Dr. R.B. Patil
2. Vice Principal Dr. Rekha Gaonkar - Member
3. Shri. Vivek Gupta - - Member  
(Managing Partner, Raj Resorts & Proprietor, Raj Resorts Homehotel, Goa)
4. Adv. Dileshwar Naik- - Member
5. Shri. Ashish Joshi – Associate Professor- Member
6. Dr. Freda Cota e Pereira- Assistant Professor- Member.
7. Shri Sanjiv K. Shirodkar - Associate Professor- Member
8. Shri. Dilip Lotlikar- Head Clerk- Member
9. Shri. Suresh Shenoy– Accountant- Member
10. Dr. Meenakshi Bawa - Co-ordinator

The Principal, Dr. R.B. Patil, welcomed the members of the IQAC. In his welcome address, Dr. Patil stated that a number of initiatives have been undertaken during the academic year 2017-18. The process of academic audit was conducted very successfully. There has been constant interaction with Heads of Departments and Chairpersons of the various Committees of NAAC so as to introduce good quality innovative activities. New methodologies in pedagogy have been introduced. He further stated that teaching needs to be learner-centric. More initiatives need to be taken in this direction so as to further improve the teaching-learning process.

The Coordinator of the IQAC, Dr. Meenakshi Bawa, read out the minutes of the last meeting held on 6<sup>th</sup> April 2018.

Dr. Meenakshi Bawa summarized the **criterion-wise measures initiated during the academic year 2017-18**. They were as follows:

### **Criterion I (Curricular Aspects):**

- Online faculty evaluation has been completed for all BA/BCom students for all semesters
- Institutional feedback has been obtained from all students for the first time.
- Feedback about curriculum has been obtained from BA/BCom Semester II students for the first time

- Feedback has been obtained from parents
- Feedback from alumni has been initiated

**Criterion II (Teaching, Learning and Evaluation):**

- The process of internal academic audit has been completed
- M.A. in English has commenced in 2017-18. 7 students have enrolled for this programme
- Peer learning has been formalized and is being documented.
- Teaching plan and compliance of teaching plan has been prepared by all teachers for every subject taught
- Learning outcomes have been designed for all courses/subjects

**Criterion III (Research, Innovations and Extension):**

- 2 teachers have registered for Ph.D in April 2017
- The Research Cell has organized a workshop for the faculty on API (Academic Performance Indicators) on 10<sup>th</sup> April 2018. Shri. Shripad Merchant and Shri. Rajesh Pednekar, DMs College and Research Centre will be the resource persons.
- A Workshop on Usage of E-Resources was organized by the Research Cell on 12<sup>th</sup> October 2017. Dr. Keshav R. Dhuri, Librarian, St. Xaviers College, Mapusa was the resource person.
- NSS Unit of MES College, Zuarinagar assisted the implementation of ‘Rashtriya Vayoshree Yojana’ organized by the Ministry of Social Welfare and implemented by the District Administration of South Goa.
- The NSS Unit of M.E S College of Arts and Commerce, Zuarinagar had organized a free movie screening of two national award winning Marathi film cum documentary, ‘Astu’ and ‘Kasav’ for the benefit of the students and their parents at Ravindra Bhavan, Vasco on the 9<sup>th</sup> and 10<sup>th</sup> of March 2018. Awareness and sensitization of society to two important issues namely Alzheimer’s disease and adolescent depression was the main reason for screening of the documentaries. In recognition of renowned Marathi film director and screen writer, Ms. Sumitra Bhavé’s, 75<sup>th</sup> birthday and her contribution to depicting pertinent issues in society, the fiction films were also shown.
- Cadets Akash Singh and Prashob R. of NCC Boys Battalion participated and represented Goa and Karnataka at the Republic Day Camp on 26<sup>th</sup> January 2018.

**Criterion IV (Infrastructure and Learning Resources):**

- Under RUSA New construction on the top floor of Block IV is in progress.
- The stationery shop was inaugurated on 20<sup>th</sup> March 2018. It is being run by our former student, Mr. Shankar Kawthankar, who is differently abled, and his visually-challenged partner, Ms. Sonia Shankar.
- Library automation has been completed in October 2017
- All classrooms have been equipped with LCDs & speakers

**Criterion V (Student Support and Progression):**

- The Department of Physical Education and Sports and Women Cell of M.E.S. College, in collaboration with the Police Sports Cell, GRP, Altinho, Panaji, Goa organized a 6 day self-defence workshop for college girls.
- Sanskrit classes commenced in January 2018. The teacher, Shri. Hardik Dinesh Bhai Bhat, has been appointed by the Rashtriya Sanskrit Sansthan (Deemed University), New Delhi established under the auspices of the Ministry of Human Resource Development (MHRD), Government of India. 11 students have registered for this course.
- The Department of Commerce conducted a certificate course on Tally ERP 9 with GST. The course was for 30 hours (i.e. 2 credits) and was conducted from 7<sup>th</sup> February 2018 to 19<sup>th</sup> March 2018. 21 students registered for the course.
- The Entrepreneurship HUB of MES College has been formed to inform, motivate and guide those students, who wish to explore the entrepreneurial way of life. The HUB organized a program titled 'Pursue your Passion' on 16<sup>th</sup> January 2018
- The Entrepreneurship HUB, in collaboration with 'Goa State Innovation Council' , Government of Goa, organised a program on 21st February 2018. The speakers were Mr Sudip Faldesai, Mr Rajaram Parsekar, Mr Sushant Surlakar and Mr Tushar Sawant.
- The Placement Cell has been very active. The following 12 companies conducted placement drives on our campus- ICICI Prudential, Open Destinations, Crescendo Educational Innovations, Tata Consultancy Services BPS, Vedanta Ltd., Axis Bank (Panaji branch), Axis Bank (Vasco branch), Arz(an NGO), ICICI Bank Sales Academy, and Numadic. Aliaxis Utilities Industries Ltd and Cubiccode Digital Media LLP have yet to conduct interviews. 238 students appeared for interviews and 70 students have been selected.
- Some Departments have initiated internships for final year students during the summer vacation as per the circular received from the Directorate of Higher Education, Government of Goa.

**Criterion VII (Institutional Values and Best Practices):**

- A special induction programme was conducted for new faculty so as to make them familiar with the ethos of the college.
- Teachers were felicitated on 6<sup>th</sup> November 2017 for their academic achievements and for securing 100% results of students in their respective classes. Non-teaching staff were also felicitated for the first time.
- The Parent Teachers Association of M. E. S. College of Arts & Commerce in collaboration with the Lions' Club of Cortalim have taken the initiative to promote menstrual sanitation and proper disposal of menstrual waste by sponsoring a Vending machine for sanitary napkins and incinerators for eco-friendly disposal of menstrual waste in all the women's washrooms in the college.

- The appreciation awards ceremony was held on 24<sup>th</sup> March 2018. Students who won prizes at state and national events were felicitated by the Chief Guest, Adv. Dyanesh Karpe who was an ex-student of our college.
- The Department of Commerce organized a Financial literacy Programme from 22<sup>nd</sup> to 29<sup>th</sup> January 2018. Four BCom students and two BA (Economics) students visited five higher secondary schools and addressed the students on basic financial matters such as opening of bank accounts, how to write a cheque, etc. These 6 students were awarded with certificates of appreciation on 26<sup>th</sup> March 2018.
- The Gender Champions initiative has been launched by Goa University under the Ministry of Women and Child Development and Ministry of HRD. The Nodal Teacher for this initiative is Ms. Poorwa Naik and the Gender Champions are Ms. Priyanka Prajapati from TYBCom and Mr. Abhishek Thakur from SYBA. A guest lecture on “Laws and Legislations for Gender Equality” by Asst. Prof. Ashwini Nayak from V.M. Salgaocar College of Law, Miramar-Goa was organised on 28<sup>th</sup> March 2018, for the students of all streams to sensitize and educate them in this regard. As the Gender Champions initiative entails a mission to change the mindset of the society and bring in gender equality, this talk was an attempt in that direction.
- Talks by eminent personalities were organized, some of which were as follows:
  - Renowned fashion designer, writer and Padmashri awardee Mr Wendell Rodricks addressed the students on his book ‘Poskem’
  - There was an interactive session with India's first graphic novelist, Ms. Amruta Patil
  - The BBA Department organized a guest lecture by Rear Admiral Arun Prakash (retd.) on ‘Sino-Indian Relations: The Doklam Issue’
  - The Value Education Cell of M.E.S College of Arts & Commerce, Zuarinagar conducted a talk on 19<sup>th</sup> January 2018. The guest speaker was Swami Hridananda, Head of Goa Ramakrishna Mission, who addressed the students on the topic ‘My Values for Life’.
  - The Department of English organized ‘Fun with Literature’ on 22<sup>nd</sup> January 2018 wherein there was a short story session by Dr. Shealeen Meaney, Full Bright Scholar from the Women Study Centre, New York.
  - The Department of English organized a guest lecture on Dalit Literature by Dr. Sanjay Nerlikar from Yeshwantrao Chauhan College, Kolhapur.
  - The Department of Business Administration organized an interactive talk by Ms. Odette Mascarenhas, a TV host, columnist and food critic, on 24<sup>th</sup> November 2017.
  - India’s renowned Fado singer, Ms. Sonia Shirsat, interacted with the TY BBA students on 10th March 2018

**Other initiatives:**

- The Department of Sociology, MES College, in collaboration with Marathi Samajshastra Parishad, organized a National Seminar on ‘Tourism and Development in India: Issues and Concerns’

- The IQAC organized a national seminar titled ‘Quality Enhancement and Assurance in Higher Education Institutions in the context of the Revised NAAC Assessment and Accreditation Framework’ on 9<sup>th</sup> April 2018. Dr. Siddalinga Swamy, (Coordinator, Quality Assurance Cell, Department of Collegiate Education, Bengaluru) was the Chief Guest and keynote speaker. He also addressed the participants on Innovative Methodologies in the Teaching-Learning process. Prof. Manikrao Salunkhe, Honourable Vice Chancellor, Bharati Vidyapeeth Deemed University, Pune was the Chief Guest for the valedictory function. The other resource persons included Dr. Shirish Chindhade (NAAC Assessor and Former Principal, M.U. College, Pimpri, Pune), Prof. Pranab Mukhopadhyay (IQAC Coordinator, Goa University) and Prof. V.R. Shirgurkar (NAAC Assessor and Former Principal, Parvatibai Chowgule College, Margao, Goa)

### **PLANS FOR 2018-19**

The coordinator of the IQAC, Dr. Meenakshi Bawa, highlighted the plans for the academic year 2018-19. They were as follows:

1. We plan to introduce more add-on courses and certificate courses.
2. Bridge courses will be conducted by the Departments of Commerce, Economics, Psychology and Sociology.
3. Departments would undertake extension activities, the details of which are to be finalized.
4. Coaching Classes will be conducted for competitive examinations such as GPSC, CAT, banking, insurance, etc

The following **suggestions** were put forward:

1. Departments could organize more extension activities. The Psychology Department could conduct extension activities such as sex education for school children and safety and security of adolescents. The legal aspects can be considered.
2. Each activity or course conducted should be supplemented with feedback.
3. We should obtain feedback about the curriculum from parents and employers as well.
4. The Health Club of MES College should conduct free medical camp in association with Goa Shipyard Ltd.
5. We could introduce certificate courses for market researchers/ surveyors and hospitality services.

It was stated that the suggestions put forward by the IQAC at its meetings have generally been accepted. The action and compliance have moved in a positive manner. The IQAC has played a proactive role in this regard.

### **The following decisions were taken:**

1. The College will conduct coaching for competitive examinations such as GPSC, CAT, banking, insurance, etc provided there are at least 20 students enrolled for the same.

2. The Legal Services Authority will conduct legal awareness programmes in association with the Psychology Department.
3. Extension activities will be undertaken in collaboration with NGOs.

The meeting ended with the vote of thanks proposed by the Vice-Principal, Dr. Rekha Gaonkar.

**Dr. Meenakshi Bawa**  
**Coordinator, IQAC**