

## Minutes of the Second IQAC Meeting 2023-24

The second meeting of IQAC for the academic year 2023-24 was held on Saturday, 20<sup>th</sup> January 2024 at 2.30 pm in Board room of M.E.S.Vasant Joshi College of Arts and Commerce, Zuarinagar Goa.

The agenda of the meeting was as follows;

1. Welcome Address –Dr. Manasvi M. Kamat (Principal)
  2. Review of the activities conducted from 19<sup>th</sup> June 2023 till 4<sup>th</sup> December 2023 – Dr. Champa R. Parab (Coordinator, IQAC)
  3. Any other business with the permission of the chair.
- 14 members attended the meeting. The meeting started with the welcome address by Principal, Dr. Manasvi M. Kamat. In her welcome address, she thanked the outgoing vice Principal Dr. Ashish Joshi and welcomed the new vice Principal Ms. Rochana Kharangate on board. She requested the experts on the IQAC core committee to provide guidance for undertaking activities in even semester of the academic year 2023-24.
- The minutes of the last meeting which were emailed to the members were proposed by Dr. Freda Cota e Pereira and were seconded by Dr. Ashish Joshi.
- Dr. Champa R. Parab, IQAC Coordinator updated the house on the following;
- The AQAR of the college has been uploaded on the NAAC website. She further informed the house that the final submission of the AQAR 2022-23 will be made in first week of February 2024.
  - She further mentioned that before uploading data there were meetings of the Criterion Chairpersons, discussions, presentations by the criteria chair persons and accordingly suggestions were given to revise the descriptive questions and numerical data where there was discrepancy.
  - In addition to two meetings with core committee, IQAC also conducted two meetings with its college members to review the Self Study Reports of recently accredited colleges with A-Grade by NAAC for identifying activities which could be conducted in our institution to get higher grade. She informed the members that

the principal has taken lot of efforts to bring in and introduce many new events/activities/programmes for the welfare of the students and staff this year which will help in AQAR of 2023-24.

- Launching of additional Certificate Course in Research Methodology in Social Sciences for the benefit of final year B.A/B.Com students.
- Research Paper Presentations which are actively conducted by the RDC Cell and Research Development and Innovation Cell of the college.
- The Research Paper Presentations and Discussions are organized in different departments where faculties present and have discussions to critically evaluate the existing research papers. The aim of this exercise is to foster and nurture the research spirit among the staff.
- The NCC and NSS Units are playing a crucial role involving students in extension and other outreach activities.
- Formation of new and special committees to carry out special projects at the initiative of principal. She also informed the members that college has received funds from DHE for organizing workshops in the current academic year 2023-24. Department of Commerce got funds for two projects, Department of Psychology and English, one each.
- Prof. Cosma has published two books in the ongoing academic year 2023-24.

➤ Dr. Champa R. Parab presented criteria wise and area wise overview of the activities conducted from 19<sup>th</sup> June 2023 till 4<sup>th</sup> December 2023 by different departments and associations as follows;

No.	Criterion	Area of Activities
I	Curricular Aspects	<ul style="list-style-type: none"> <li>➤ Add on and certificate courses</li> <li>➤ Value added programmes</li> <li>➤ Online seminars, workshops</li> <li>➤ Field trips</li> <li>➤ Gender sensitization programmes</li> </ul>
II	Teaching- Learning and Evaluation	<ul style="list-style-type: none"> <li>➤ Program for student diversity</li> <li>➤ Peer learning</li> <li>➤ Promotion of programs and courses offered</li> </ul>

		<ul style="list-style-type: none"> <li>➤ Skill development</li> </ul>
III	Research, Innovations and Extension	<ul style="list-style-type: none"> <li>➤ Workshops and seminars on research methodology, IPR and entrepreneurship.</li> <li>➤ Extension and outreach programmes</li> <li>➤ Faculty and student exchange programmes</li> <li>➤ Organizing of field trips, and projects.</li> <li>➤ MOUs and collaborative activities</li> </ul>
IV	Infrastructure and Learning Resources	<ul style="list-style-type: none"> <li>➤ Student awareness programmes on e-resources.</li> <li>➤ Use of Infilbnet in assignment work by students</li> </ul>
V	Student Support and Progression	<ul style="list-style-type: none"> <li>➤ Scholarships and free ships from MPT, GSL and private firms besides Govt Scholarships.</li> <li>➤ Capacity building and skill enhancement workshops and seminars for students.</li> <li>➤ Promotion of cultural and sports activities</li> <li>➤ Workshops on soft skills, communication skills and life skills.</li> <li>➤ Sessions on competitive exams</li> <li>➤ Alumni engagement activities involving Mega Reunion of the passed out students</li> <li>➤ Organizing student activities</li> </ul>
VI	Governance, Leadership and Management	<ul style="list-style-type: none"> <li>➤ Organizing FDP for teaching staff</li> <li>➤ Skills enhancement for Administrative staff</li> <li>➤ Collaborations</li> </ul>
VII	Institutional Values and Best Practices	<ul style="list-style-type: none"> <li>➤ Energy and water conservation activities initiated by Nature Club</li> <li>➤ Green campus initiatives</li> <li>➤ Environmental promotion activities</li> </ul>

- Dr. Manasvi M. Kamat informed the house about the eco-friendly projects undertaken on the college campus and initiated the work to conduct Energy Audit, Water Audit and Waste Audit.

- The expert congratulated the Principal and staff for conducting number of required activities which will help in getting a good score and grade and further suggested the following;

Sr. No.	Suggestion by Expert
1	Full utilization of Rs.3,00,000 allocated by government to the college for internet usage which would help in increasing the score of criterion-4 and thereby NAAC grade.
2	Completion of Bar Coding in library and the college need to further explore on the implementation of RFID technology on the campus.
3	The computer systems for the strength of around 1500 students, should atleast be 100 for the aided program.
4	Koha Software which is currently installed partially in the college library is a minimum requirement for getting better grades under NAAC assessment.
5	College can subscribe to EPW database.
6	One individual plagiarism software license can be obtained in the name of college librarian
7	Tally Software used for B.Com Programme must be a licensed version.
8	Renovation of College library, Canteen and Gymkhana will help in getting positive feedback from students during satisfaction surveys.
9	Teachers with Ph.D should apply for guideship whether they get or not. Online form for the same is available.
10	For internship program of BBA and BCA, college should collaborate with the companies. A letter of collaboration to be obtained from the companies at the end of the internship program.
11	Feedback from companies about the interns at the company to be taken.
12	To promote more internships among students, the college may encourage students to undertake experiential learning in industry.

- Under AOB, issue on behalf of students of B.Com Semester-VI who will be soon completing B.Com was raised by IQAC Coordinator that in course paper of Environmental Studies offered at Semester-I, students have a backlog from last three years



though they have cleared all other papers. It was suggested by the expert that this issue need to be looked into seriously in the interest of the students as Environmental Subject is very lighter subject introduced to create awareness about environment which is easy to score and pass.

- Principal Dr. Manasvi Kamat informed the house that there will be an international conference at the college in collaboration with Poona College, Poona in the month of February 2024.
- The meeting concluded at 4.30 pm with a vote of thanks proposed by Dr. Champa R. Parab.



Dr. Champa R. Parab

IQAC Coordinator

Annexure:

1. Activities conducted from 19<sup>th</sup> June 2023 till 4<sup>th</sup> December 2023





