

## **Fifth meeting of the IQAC held on 9 March 2018 at 3.30 pm in the Board room**

### **Members Present**

1. Sr. Dr. Jeswina AC	Principal
2. Sr. Dr. Vennisa AC	Vice Principal
3. Dr. Ita D'Souza	Coordinator
4. Mr. Charles Pais	Registrar
5. Mrs. Malavika Shetty	Dean Administration
6. Dr. Nancy Vaz	Dean Arts
7. Mrs. Emima David	Dean Science
8. Mrs. Sheryl Preethika	Dean Commerce and Management
9. Dr. Devi Prabha	Senior Faculty
10. Mrs. Vinatha	IDBOS Chairperson
11. Dr. Vishala B K	Chief Librarian
12. Dr. Noeline Pinto	PG Coordinator
13. Dr. Sapna	PG representative
14. Sr. Vinora	PG representative
15. Mrs. Marina Lobo	IQAC Secretary
16. Dr. Vishalkshi B	External member (Academics)
17. Dr. Rameela Shekar	External Member (Alumni)
18. Mrs. Nina	External member (PTA)
19. Ms. Mrunali JP	Student representative (UG)
20. Mr. Delan Lobo	Student representative (PG)
21. Mrs. Bernadine Pinto	Administrative Staff
22. Ms. Shaila Saldanha	Administrative Staff

### **Members Absent**

1. Dr. Malina Hebbar	IQAC guide
2. Mr. Michael Sadananda	External member (Industry)

### **Agenda**

1. Opening remarks by the Principal
2. Minutes of the previous meeting
3. Report by student leaders
4. Input and remarks by external member
5. Any other matter with the permission of the chair
6. Vote of thanks

## **Minutes of the meeting**

1. Sr. Dr. Jeswina AC, the Principal chaired the meeting. She began the meeting with a prayer after which she welcomed the members for the meeting. She then introduced the external members Dr. Vishalakshi B, Dr. Rameela Shekar and Mrs. Nina to the IQAC after which she introduced the student representatives Ms. Mrunali and Mr. Delan Lobo. She warmly welcomed the external members and appreciated their presence at the meeting. She also acknowledged the presence of the office staff Mrs. Bernadine Pinto and Ms. Shaila Saldanha

2. The minutes of the previous meeting held on 27 January 2018 were read out by the secretary Mrs. Marina Lobo. Mrs. Malavika Shetty proposed and Mrs. Emima David seconded them

3. Report by student leaders - The student leaders both from UG and PG presented their reports. Mrunali JP the student president of the UG reported the major events organized by the students viz fresh face, Independence Day, teacher's day, student's day, musical evening and Agno Fest. She gave a detailed explanation of all the events and specially mentioned that musical evening brought to the stage students having talent in singing. She also expressed her happiness in stating that they were privileged as the centenary celebrations were launched during their final year in college.

Mr. Delan Lobo from the PG gave detailed explanation of the PG activities in the academic, curricular and extracurricular fields. He emphasized that the college has given the PG students ample opportunities to exhibit their talent and bring out their potential to the maximum. The assembly by the PG students conducted once a month was highly appreciated by the Principal. Both representatives from UG and PG were thankful to the Principal and teachers for their growth in academics and confidence in life.

4. Inputs and remarks by external members- Dr. Rameela Shekar was of the opinion that group research activity at the PG level will enhance their skills in the field of research and publication.

Dr. Vishalakshi B suggested that a symposium could be conducted where all the papers by the PG students can be presented on a particular day to realize the research that is being done by the students of the PG departments. She also suggested NET classes to be conducted for the students.

Dr. Rameela Shekar suggested to start coaching classes for competitive exams and also was of the opinion that Personality Development programmes for the PG students would help them to face interviews.

Dr. Vishalakshi thanked the Principal for felicitating her for having received the Kalpana Chawla award.

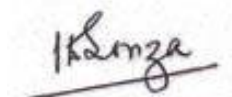
5. Any other matter with the permission of the chair

The IQAC coordinator gave the tentative dates for the dry run inspection as 27 and 28 March 2018. The tentative dates for the evaluation of the departments was 31 March 2018.

Vote of thanks- Dr. Ita D'Souza the IQAC coordinator thanked the external members, administrative staff and student representatives for their presence and contributions. She further thanked the IQAC members for their contributions and inputs.



Mrs. MARINA LOBO  
Secretary



Dr. ITA D'SOUZA  
Coordinator



Sr. Dr. JESWINA  
Principal