

Fourth meeting of the IQAC held on 12 March 2020 at 3.15 pm in the IQAC room

Members Present:

1. Sr Dr Jeswina AC	Principal
2. Sr. Dr. Vennisa AC	Vice Principal
3. Dr. Ita D'Souza	Coordinator
4. Mrs. Shubharekha	Dean Administration
5. Mrs Shanthi Nazereth	Dean Arts
6. Mrs. Emima David	Dean Science
7. Mrs. Sheryl Preethika Management	Dean Commerce and
8. Dr. Devi Prabha	Senior Faculty
9. Mrs. Vinatha	IDBOS Chairperson
10. Dr. Vishala B K	Chief Librarian
11. Sr. Dr. Vinora AC	PG Coordinator
12. Dr. Catherine Nirmala	PG representative
13. Sr Carmel Rita AC	Administrator
14. Mrs. Marina Lobo	IQAC Secretary

Members Absent:

1. Mr. Charles Pais	Registrar
2. Dr. Malina Hebbar	IQAC guide

External Members

1. Dr Vishalkshi B	Alumna
2. Mr Brian Fernandes	Industry
3. Mr Ronald Pereira	Stake Holder

Student Representative

1. Ms Jerusha Maben	UG President
2. Ms Anna Crasta	PG President

Administrative Staff

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| 1. Mrs Mallika Yashwanth | Accounts Section |
| 2. Ms Shaila Saldanha | Office Administration |

Agenda

1. Prayer and opening remarks by the Principal
2. Minutes of the meeting held on 16-01-2020
3. report by student leaders
4. Input / observations / remarks by external members of IQAC
5. Annual dry run
6. Any other matter

Minutes of the meeting

1. The Principal, Sr Dr Jeswina started the meeting by invoking God's blessings thereafter she welcomed and introduced the external members to all present

2. The minutes of the meeting held on 16 January 2020 were read by the Secretary Mrs Marina Lobo and were found to be in order with Mrs Shanthi Nazereth proposing and Dr Vishala seconding them.

3. The student leaders both of UG and PG presented their reports in detail

The PG president Ms Anna Crasta observed that the various opportunities at the PG level enhances the skills of the students which helps in bringing out their talents and potential. She also said that the general assembly conducted once a month for the students is a learning experience.

The UG student leader Ms Jerusha Maben reported the major academic, cocurricular and extracurricular activities conducted by various departments during the course of the year. She also highlighted the events that were organized by the cabinet giving a special mention to Agno Carnival. She mentioned that various events conducted enhance the skills in students and give them a platform for participating in various activites.

4. Dr Vishalkshi was happy that the students were getting a lot of oppurtuinities for participation. She pointed that at the Post Graduate level the participation ratio should be 70:30, 70 being for academic and 30 being for extracurricular.

She also mentioned about the mentors have to maintain a record of meeting the mentees in which suggestions given to them are to be recorded by the mentors.

The Vice Principal informed that the mentors were meeting their mentees on a regular basis to see to their academic and personal needs by counselling them.

Mrs Emima told that mentors a were also keeping a record of the attendance of the mentees due to which students having shortage of attendance has reduced.

Mr Brian Fernandes, external member from industry observed that the Philosophy of the college is inclusive which is good. He further stated that job markets are changing rapidly and the college has to think about the various programmes it offers to the students. Research based work at the PG level was important and UG had its own constraints as University has its own demands. He suggested that cross skills such as interdepartmental skills are important. Mrs Shubharekha mentioned that such skills called value added and skill-based courses are offered to the students. English and computer classes were offered to the I year students. Dr Devi Prabha further explained about the functioning of various cells and associations once a week which move beyond the limits of classrooms. She also enlightened the external members about the Paramarsh scheme.

The Principal appreciated the systematic way in which ATC was organized and said the villagers were happy about the various programmes that were conducted for them.

5. Dr Ita mentioned that the annual dry run was slated for 27 and 28 March. Sr Dr Clare former Principal St Ann's College of Education would be present for the dry run inspection of the PG departments. She also said that the IQAC members would be divided into three groups for the conducting of dry run. She explained about the departments for the concerned groups and the various NAAC criteria to be checked by the members when they went for inspection.

The sports and Career guidance cell would be looked into by Dr Ita and Mrs Marina. On 28 March all PG departments would be present for their dry run.


6 Any other matter

Sr Dr Jeswina commented that this year due to the centenary year many workshops and conferences have been organized which may not take place next year. She also said that in the PG, students have started departmental associations. Dr Vishala highlighted that along with Paper presentation by the students Paper publication was also important.

The meeting then ended with the Principal thanking all the members present for their fruitful deliberations and participation.


Mrs. MARINA LOBO
Secretary


Dr. ITA D'SOUZA
Coordinator


Sr. Dr. JESWINA A C
Principal