

**Second meeting of the IQAC for the academic year 2021 – 2022**  
**8.2.2022 at 3.00pm in the IQAC room**

**Members Present**

1. Sr. Dr. Venissa
2. Sr. Clara
3. Dr. Ita Dsouza
4. Mrs Helen Serrao
5. Mrs Shanthi Nazareth
6. Mrs. Vinatha
7. Dr. Devi Prabha
8. Dr. Vishala
9. Sr Dr. Vinora
10. Sr. Carmel Rita
11. Mrs. Marina Lobo

**Members Absent**

1. Mr Charles Pais
2. Dr Vishala
3. Mrs Deepa Kothari

**AGENDA**

1. Prayer and opening remarks by the Principal.
2. Minutes of the previous meeting held on 7-10-21.
3. Evaluation of the odd semester
4. Introduction of new courses
5. Seminar / talk to be conducted by IQAC
6. NIRF evaluation
7. Any other matter with the permission of the chair

**Minutes of the meeting held on 8.2.22 at 3 pm in the IQAC room**

1. The meeting began by a prayer by the Principal Sr Dr Venissa after which she welcomed the members to the meeting.
2. The minutes of the previous meeting held on 7.10.21 was read by the Secretary. It was proposed by Mrs Shubharekha and seconded by Mrs Helen Serrao.
3. The evaluation of the odd semester was done and the following points were observed
  - a) Due to COVID the semester was rushed through with the practical which were conducted continuously. Many times, the time table had to be changed due to unforeseen reasons. With all the above issues the members still felt that the theory classes were conducted and the IA components were conducted smoothly.
  - b) Programmes such as sport's day, traditional day could not be held due to the rise in omicron cases.
  - c) The canteen management that had taken over this year was not up to the mark in its food service. The Principal said that the management of the canteen

would be spoken to and the needful would be done to enhance the quality of food.

4. With the introduction of NEP under which the curriculum was based on two major system it was seen that the student strength was diminishing. There was a need felt for the introduction for various courses. The Principal, informed the following courses would be introduced from the next academic year.

BA – animation / psychology / journalism

B Sc – bioscience / botany / zoology

B Sc – animation / statistics / computer science

Food and nutrition (Programme)

Interior design (Programme)

Post-graduation – MBA, M Com (CPA)

5. The coordinator Dr Ita D'Souza told the members that there would be a session for the staff on quality enhancement by external resource persons when the college would reopen for the even semester.
6. Dr Deviprabha informed the members that the NIRF data was uploaded on 2.2.22. She opined that until the student strength increases it would be difficult to get a NIRF ranking within 200. Also, the members felt that there should be a change in the intake of the students for various courses as the number was large compared to the actual number of students admitted.
7. Any other matter
  - a) There was a suggestion by the members that one or two courses under Swamyam could be taken as an open elective. This possibility needed to be explored and such courses could be put forth before the students.
  - b) The Principal informed the various calendar of events for the month of February 9.2.22 at 3 pm – orientation session regarding the end semester examination for all the staff members.
    - 11.2.22 – Paper valuation to begin
    - 23.2.22 – last working day for students
    - 25.2.22 – general staff meeting at 2.30 pm
    - 26.2.22 – last working day for faculty

The meeting then ended with the Principal thanking the members for their presence and participation.

**(SECRETARY)**

**(COORDINATOR)**

**(PRINCIPAL)**