

**Fourth meeting of the IQAC for the academic year 2022 – 2023**  
**17-3-2023 at 3 pm in the IQAC room**

**Members Present**

1. Sr. Dr. Venissa
2. Sr. Clara
3. Dr. Ita Dsouza
4. Dr Nancy Vaz
5. Mrs Shubharekha
6. Mrs Helen Serrao
7. Mrs Nimitha
8. Dr Nagesh
9. Mrs. Vinatha
10. Dr. Devi Prabha
11. Dr Vishala
12. Sr Dr. Vinora
13. Mrs Deepa Kothari
14. Mrs. Marina Lobo

**Members Absent**

1. Sr Carmel Rita

**Criteria in charge Present**

1. Mrs Vidya Patali
2. Mrs Prajwal Rao
3. Dr Premanand
4. Mrs Ameetha
5. Dr Meera
6. Mrs Sandhya

## **Criteria in charge Absent**

1. Mrs Vidya Saraswathi

## **AGENDA**

1. Prayer and opening remarks by the Principal.
2. Minutes of the previous meeting held on 6.2.23
3. Progress of SSR preparation
4. Any other matter

## **Minutes of the meeting held on 17.3. 2023 at 3 pm in the IQAC room**

1. The Principal started by invoking God's blessings on the meeting and then welcomed all the members present.
2. The minutes of the meeting conducted on 6.2.23 was read by the Secretary. It was proposed by Mrs Shubharekha and seconded by Sr Clara.
3. The Coordinator initiated the discussion on the progress of the SSR and requested each criteria in charge to give their insights about the progress made in compilation of data. The following observations were seen
  - a) Criteria I in charge was confident in collecting and collation of the required data.
  - b) The coordinator felt that for Criteria II, OBE would be done by a team of faculty members. In the mean time the departments would keep the various data for advanced learners, slow learners, mentor mentee etc ready by the end of April 2023.
  - c) Criteria III would look into the following four case studies for 3.6.1. ATC, blood donation, special school and hair donation. It was felt that at least one program be conducted with the institutions with whom MOU were signed.
  - d) The photographs of the various facilities would be looked into by Criteria IV. Photographs of the sports room, A-2, old auditorium for zumba and yoga, centenary block and Sophia block needed to be taken with the presence of an audience.
  - e) Criteria V in charge needed time for the compilation of data, and was confident the work would progress in the right direction.
  - f) Criteria VI in charge was guided by the coordinator as it was felt that data collection was insufficient.
  - g) Criteria VII was confident and had done quite some work in compilation of data.
4. The Principal thanked the various criteria in charge along with the coordinator in the efforts that were being put. The meeting then ended with her thanking the members for their inputs and suggestions.

**(SECRETARY)**

**(COORDINATOR)**

**(PRINCIPAL)**