

**First meeting of the IQAC for the academic year 2023 – 2024
13.07.2023 at 10 am in A₂**

Members Present

1. Sr Dr Venissa	Principal
2. Sr Clara Rodrigues	Vice Principal
3. Dr Ita Dsouza	IQAC Coordinator
4. Dr Nancy Vaz	Registrar
5. Mrs Shubharekha	Dean Administration
6. Mrs Helen Serrao	Dean Science
7. Mrs Nimitha	Dean Commerce & Mgt
8. Dr Nagesh	Dean Arts
9. Mrs Vinatha	IDBOS Chairperson
10. Dr Devi Prabha	Senior Faculty
11. Dr Vishala	SG Librarian
12. Sr Dr Vinora	PG Coordinator
13. Mrs Hannabel	PG Representative
14. Sr Carmel Rita	Administrator
15. Mrs Marina Lobo	Secretary

AGENDA

1. Prayer and opening remarks by the Principal
2. Minutes of the previous meeting held on 17-03-2023
3. Endowment lecture
4. Planning for accreditation
5. Dry run inspection by external members
6. Any other matter

Minutes of the meeting held on 13.07.2023 at 10am in Room A₂

1. The Principal Sr Dr Venissa started the meeting with a prayer after which she welcomed the members for the first meeting of IQAC for the year 2023-2024.

2. The minutes of the previous meeting conducted on 17-3-2023 was read by the secretary and was found to be in order. It was proposed by Mrs Vinatha and seconded by Mrs Helen.
3. The ninth endowment lecture would be conducted on 24-07-2023 at 2.30 pm as it was not possible to conduct it on 2-7-2023 since the students were on vacation. The resource person would be Mrs Vasanthi Hariprakash, Journalist, Show host, Podcaster and Founder CEO Pickle Jar. The students of the entire college would be the audience.
4. The tentatively planned dates for the accreditation process would be the following.
Keeping documents ready - September to October mid-week
Uploading the data - November
DVV - December to January
Peer team visit - March first week

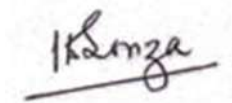
The infrastructure maintenance would be started after the rains.

5. The dry run would be conducted by external group of members. The tentative names were Dr Aloysius Edward, Dr Richard Gonsalves and Dr Ordetta. The visit was decided for two days on 31-08-2023 and 1-09-2023.
2-09-2023 would be a revision holiday for the students and the mid semester exams would start from 4-09-2023. It was decided that the IQAC room would be used for doing the NAAC work.
6. As more data could be collected for the passed-out students joining for higher education it was decided to collect their information from Mangalore University, Sahayadri college and other institutes where they have joined.

The meeting came to an end and the Principal thanked the members for their various inputs.



(SECRETARY)



(COORDINATOR)



(PRINCIPAL)