

**AGENDA ITEMS PLACED BEFORE THE FOURTH IQAC MEETING OF 2024-25**  
**TO BE HELD ON MONDAY, 7 APRIL 2025 AT 3.30 PM**

**Agenda Notes:**

**A. Confirmation of the minutes of the previous meeting of the IQAC held on 11 March 2025.**

The minutes will be placed before the members at the meeting scheduled for 7 April 2025 where approval of the members will be sought.

**B. Action taken on the resolutions and decisions of the IQAC meeting held on 7 April 2025**

<b>IQAC resolution/decision</b>	<b>Action Taken</b>
<b>No.1/ III IQAC 2024-25: Evaluation of the NAAC reaccréditation appeal outcome</b>	The Principal briefed the faculty on NAAC reaccréditation details during staff meetings. All departments were instructed to review key indicators, prepare a checklist of programmes/activities aligned with NAAC criteria, and submit their plans to IQAC by end of April 2025. Inputs and suggestions from members were compiled and disseminated to respective departments.
<b>No.2/ III IQAC 2024-25: Review of the programmes conducted in the college</b>	Feedback collected from members on Agno Carnival, Sports Day, Students Day, College Day, International Conference, and Women's Day was documented. Suggestions regarding better time management, advance theme planning, documentation format, and timely submission were shared with the event coordinators. Instructions were given to all departments to strictly adhere to official formats and timelines.
<b>No.3/ III IQAC 2024-25: Department profiles and documents inspection for the academic year 2024-2025</b>	Format and templates for department profiles, checklist of required documents, and PowerPoint guidelines were circulated to all HODs by 13 March 2025. Departments were informed to complete document readiness by second week of April. The schedule for PowerPoint presentations and physical infrastructure inspection was shared on the staff notice board. Preparations are underway for scrutiny by the IQAC review panel in the third week of April.
<b>No.4/ III IQAC 2024-25: Any other matter</b>	Timelines for end semester exams and last working days for UG and PG classes were communicated through official circulars. Intercollegiate fests Vistara and Technovate were successfully scheduled for the first week of April 2025. Preparations for the annual evaluation meeting of IQAC stakeholders on 7 April 2025 are ongoing.

**C. Items to be placed before the first meeting of the IQAC for 2025-26 to be held on**

**No.1/ III IQAC 2024-25: Evaluation of the academic year 2024-25.**

**No.2/ III IQAC 2024-25: Annual Inspection of departments.**

**No.3/ III IQAC 2024-25: Any other matter**



Dr. Sabina Dsouza  
IQAC Coordinator



Sr. Dr. M Venissa A.C.  
Principal