



Parvatibai Chowgule College of Arts and Science (Autonomous)

Accredited by NAAC with Grade 'A+'
Best Affiliated College Goa University Silver Jubilee Year Award



IQAC Committee members Meeting of the college has been scheduled on 16th September 2022 at 02.30 p.m. in the Conference Room.

S.N.	ATTENDEES	Signatures
1.	Dr. Ananya Das * - Chairman	<i>[Signature]</i>
2.	Mr. V.C.Kumaresh - Coordinator	<i>[Signature]</i>
3.	Cdr. Parijat Sinha (rtd) - Management Representative	<i>[Signature]</i>
4.	Prof. Nandkumar N. Sawant - Members	<i>[Signature]</i>
5.	Dr. Shaila Ghandi - do	<i>[Signature]</i>
6.	Dr. Sachin Moraes - do	<i>[Signature]</i>
7.	Dr. Meghana Devli - do	<i>[Signature]</i>
8.	Dr. Sameena Falleiro - do	<i>[Signature]</i>
9.	Dr. Ashish Desai - do	<i>[Signature]</i>
10.	Mr. Alberto Ian Barreto - do	<i>[Signature]</i>
11.	Mr. D. Prabakaran - do	<i>[Signature]</i>
12.	Mr. Ashish Ashwini - do	<i>[Signature]</i>
13.	Mr. Aresh Naik - do	<i>[Signature]</i>
14.	Mr. Dilip Kare - Local Society Representative	<i>[Signature]</i>
15.	Mr. Shekhar Nayak - Alumni Representative	<i>[Signature]</i>
16.	Mr. Lalit Saraswat - Employer Representative	<i>[Signature]</i>
17.	Mr. Sarvesh Sawant - Industrialist Representative	<i>[Signature]</i>
18.	Mr. Nilesh Narayan Sinai Walwatkar - Stakeholder Representative	<i>[Signature]</i>
19.	Ms. Poonam M. Joshi - Office Superintendent	<i>[Signature]</i>
20.	Ms. Sejal Lotlikar - Student Representative	<i>[Signature]</i>
21.	Ms. Bhavana Sawardekar - Executive Assistant	<i>[Signature]</i>
22.	Ms. Suwena Tamse -	<i>[Signature]</i>

Sr. No.	AGENDA
1.	Academic Alumni connect
2.	Academic Industry connect
3.	PG programme structure from 64 to 80 credits
4.	Discussion on NEP and decide on the Institutional development plan
5.	Faculty Development Plan
6.	Structural Plan for Community Outreach Programme
7.	Others, if Any



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MINUTES OF THE MEETING

IQAC MEETING		No: 01 Date: 16.09.2022 Time: 02.30 p.m. to: 05.25 p.m. Venue: Conference room.	
Conducted by: Dr. Ananya Das (CHAIRMAN)			
ATTENDEES: 1. Cdr. Parijat Sinha (rtd) 2. Prof. Nandkumar N. Sawant 3. Dr. Shaila Ghanti 4. Dr. Sachin Moraes 5. Dr. Meghana Devli 6. Dr. Sameena Falliero 7. Dr. Ashish Desai 8. Mr. V.C. Kumaresh		ATTENDEES: 9. Dr. Shekar Nayak 10. Mr. D. Prabhakaran 11. Mr. Ian Barreto 12. Mr. Aresh Naik 13. Mr. Ashish Ashwini 14. Ms. Poonam Joshi 15. Ms. Bhavana Sawardekar 16. Ms. Suveena Tamse	
		ABSENTEES with intimation: 1. Sarvesh Sawant ABSENTEES: 1. Mr. Nilesh Narayan Sinai Walwatkar 2. Mr. Dilip Kare 3. Mr. Lalit Saraswat 4. Ms. Sejal Lotlikar	
SN	Agenda / Topics	Discussion/ Suggestions	Action Required/Taken
1.	Alumni connect	<ul style="list-style-type: none">- "Alumni Connect Committee's" plan of activities was presented as follows:<ul style="list-style-type: none">- Alumni talk by each department.- Alumni other than college staff to be included in the committee for organising Alumni activities.- Final year students to register as Alumni while exiting on completion of their studies from the college.- To create a google form to incorporate relevant information that could be used for NAAC/AQAR reports.- Each department to be assigned "Alumni Week" or "Alumni Month" during both odd and even semester to conduct atleast 2-3 Alumni Activities.- Activities undertaken by the College will be executed once the Alumni association is formed.- The department level alumni activities should be carried out with immediate effect.	<ul style="list-style-type: none">- As per the suggestion, the concerned committee has to be informed about the change of name.- Email ids to be created:<ul style="list-style-type: none">1. alumni@chowgules.ac.in to communicate to all alumni.2. alumnicommittee@chowgules.ac.in to communicate between faculty and the committee.- The Alumni connect committee to ensure that all departments conduct their alumni activities and report to them.- The committee is requested to use the alumni form created earlier by OIT, as well add all the alumni registered earlier.- The Committee has to monitor the following activities conducted:



			<ul style="list-style-type: none"> - College activities: - Walkathon - Tower climbing - Bazar day/Alumni fete - Alumni get-together with cultural programmes - <u>Departmental activities during "Alumni Week":</u> - Student-alumni interaction - Career Guidance Talks - Subject Talks - Industrial visits/field trips for college students in the firms owned by our college alumni. - Campus tour for alumni and picture clicking at prominent places in the campus. - Organizing activities for alumni (for example: Rangoli Competition, Photography Competition, Drawing Competition, Poster Competition etc.)
2.	Academic Industry connect	<ul style="list-style-type: none"> - List of companies/industry link with the institution for the AY 2021-22 was presented. - To include in the list government/ non government organizations for internships. - To include the above links established with PG departments 	<ul style="list-style-type: none"> - The Placement and Internship Cell have to be informed to compile the list.
3.	PG programme structure from 64 to 80 credits	<ul style="list-style-type: none"> - Goa University Ordinance OA-35, stating the change of credits for PG programme from 64 to 80 was presented. 	<ul style="list-style-type: none"> - Recommend to follow the structure from the GU ordinance, with certain modification as per the requirement of each programme, with the approval of the respective BOS and Academic Council. - The above changes are to be implemented for all PG programme from the AY 2023-24.



4.	Discussion on NEP and decide on the Institutional development plan	<ul style="list-style-type: none"> - National Education Policy (NEP) coordinator briefed about the process of NEP 2020. - The coordinator explored the possibilities of Multidisciplinary Programmes/Courses within the college departments or with other HEI by forming Clusters. - Clustering to be undertaken with the different disciplines i.e. commerce, law, engineering, management etc. - Discussed the possibilities of restructuring the UG programme of 120 credits, to accommodate multidisciplinary courses. 	<ul style="list-style-type: none"> - To adopt academic collaborations between institution through HEI clusters (for Commerce, Law, Engineering, Business Management, etc). - To invite Principals from nearby HEIs and discuss about the possibility of forming cluster. - NEP committee with HODs, to discuss the possibility of allotting the number of credits to Multidisciplinary courses - At the college level, the NEP committee have to conduct Orientation Programme (phase-wise) to: <ul style="list-style-type: none"> i. HODs ii. Discipline-wise - The Departments should identify the courses to be offered for the students from cluster HEI and also suggest the courses to be offered by the cluster HEIs for our students.
5.	Faculty Development Plan	<ul style="list-style-type: none"> - Faculty Development Plans for the AY2022-23 was presented for the following categories: <ol style="list-style-type: none"> 1. all new faculty 2. all the teaching faculty 3. non-teaching staff including MTS - <u>General Activities</u> – <ul style="list-style-type: none"> - FDP on “21st Century Digital Skills for Faculty in Higher Education” - Two Days Educators awareness workshop on National Education Policy (NEP) 2020: Vision to Action-Intent, Implementation, Impact and Implications in Higher Education - OBE - <u>In-House Training Programme – For Faculty:</u> <ul style="list-style-type: none"> - Induction Programme - E-Content in CLAAP - Bloom’s Taxonomy - Assignment Writing - OBE-Basic - OBE-Revision - OBE-Advanced 	<ul style="list-style-type: none"> - To be implemented by “Teaching Learning and Education Technology” (TLET) cell as per the schedule provided in the presentation.



		<ul style="list-style-type: none"> - <u>In-House Training Programme – For Non teaching staff:</u> <ul style="list-style-type: none"> - Office Management Skills - Technical Skills - Office Automation Tools - Soft Skills Management Techniques - Basic Computer Operations 	-
5	Structural Plan for Community Outreach Programme	<ul style="list-style-type: none"> - Community Outreach Committee suggested the following action for the AY 2022-23: <ul style="list-style-type: none"> • To adopt 2 underprivileged Government Primary Schools/ Anganwadis in the vicinity of our College. • Under-privileged Schools already adopted under 'Chalo School Mega Drive also could be adopted'. • To consider students for completing internship under these activities. • Community outreach could aim at <ol style="list-style-type: none"> 1) Cleanliness / hygiene 2) Environment impacts 3) Academics 4) Skills 5) Training of school faculty 6) Psychological aspects • Individual department expertise to be utilised under different aspects of this drive. Under the guidance of faculty, department students could be encouraged to be the resource persons for different activities. 	<ul style="list-style-type: none"> - Recommended to provide the list of College level and departmental level activities based on the plan of action listed by the committee. - The Community outreach committee has to ensure the above activities are carried out by the respective departments and submit the report. - Suggested to conduct certain outreach activities on the respective State/National/International day (Cancer day, Blood Donation day etc.) - Suggested to identify the real life problems around the neighboring communities of the college and undertake required activities to solve it.
6	Others, if Any	<ul style="list-style-type: none"> - Dr. Shekar Nayak suggested the following to be considered by the college: <ol style="list-style-type: none"> 1. To explore the possibilities of offering the Outcome Based Education (OBE) and Attainment of course outcomes as a consultation service to other HELs or as a MOOC programme. 2. To undertake NBA accreditation by any one department probably by Computer Science department to start with. - Discussed on streamlining the conduct of lectures and practical as per the timetable schedule. 	<ol style="list-style-type: none"> i. TLET cell of requested to explore the possibility of MOOC or consultancy service on OBE. ii. Computer Science department is requested to explore the possibility for NBA accreditation. <ol style="list-style-type: none"> i. IQAC faculty members will function as Observers to monitor the conduct of lectures and practical. ii. The course faculty has to prepare the monthly attendance report and inform the students.

