



# 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 16<sup>th</sup> 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"><li>- “Alumni Connect Committee’s” plan of activities was presented as follows:<ul style="list-style-type: none"><li>- Alumni talk by each department.</li><li>- Alumni other than college staff to be included in the committee for organising Alumni activities.</li><li>- Final year students to register as Alumni while exiting on completion of their studies from the college.</li><li>- To create a google form to incorporate relevant information that could be used for NAAC/AQAR reports.</li><li>- Each department to be assigned “Alumni Week” or “Alumni Month” during both odd and even semester to conduct atleast 2-3 Alumni Activities.</li></ul></li><li>- Activities undertaken by the College will be executed once the Alumni association is formed.</li><li>- The department level alumni activities should be carried out with immediate effect.</li></ul>	<ul style="list-style-type: none"><li>- As per the suggestion, the concerned committee has to be informed about the change of name.</li><li>- Email ids to be created:<ul style="list-style-type: none"><li>1. <a href="mailto:alumni@chowgules.ac.in">alumni@chowgules.ac.in</a> to communicate to all alumni.</li><li>2. <a href="mailto:alumnicommittee@chowgules.ac.in">alumnicommittee@chowgules.ac.in</a> to communicate between faculty and the committee.</li></ul></li><li>- The Alumni connect committee to ensure that all departments conduct their alumni activities and report to them.</li><li>- The committee is requested to use the alumni form created earlier by OIT, as well add all the alumni registered earlier.</li><li>- The Committee has to monitor the following activities conducted:</li></ul>





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

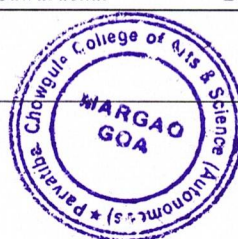


4.	<b>Discussion on NEP and decide on the Institutional development plan</b>	<ul style="list-style-type: none"> <li>- National Education Policy (NEP) coordinator briefed about the process of NEP 2020.</li> <li>- The coordinator explored the possibilities of Multidisciplinary Programmes/Courses within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





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







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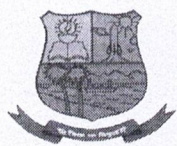


IQAC Committee members Meeting of the college has been scheduled on 22<sup>nd</sup> November 2022 at 02.15 p.m. in the Conference Room.

S.N.	ATTENDEES	Signatures
1.	Dr. Ananya Das - Chairman	<i>Am</i> 22/11/22
2.	Mr. V.C.Kumaresh - Coordinator	<i>Kumaresh</i> 22/11/22
3.	Cdr. Parijat Sinha (rtd) - Management Representative	<i>P. Sinha</i>
4.	Prof. Nandkumar N. Sawant - Members	<i>N. Sawant</i>
5.	Dr. Shaila Ghanti - do	<i>Informd</i>
6.	Dr. Sachin Moraes - do	<i>Present</i>
7.	Dr. Meghana Devli - do	<i>M. Devli</i>
8.	Dr. Sameena Falleiro - do	<i>S. Falleiro</i>
9.	Dr. Ashish Desai - do	<i>A. Desai</i>
10.	Mr. Alberto Ian Barreto - do	<i>Present</i>
11.	Mr. D. Prabakaran - do	<i>D. Prabakaran</i>
12.	Mr. Ashish Ashwini - do	<i>A. Ashwini</i>
13.	Mr. Aresh Naik - do	<i>A. Naik</i>
14.	Mr. Dilip Kare - Local Society Representative	-
15.	Dr. Shekhar Nayak - Alumni Representative	-
16.	Mr. Lalit Saraswat - Employer Representative	<i>L. Saraswat</i>
17.	Mr. Sarvesh Sawant - Industrialist Representative	-
18.	Mr. Nilesh Narayan Sinai Walwatkar - Stakeholder Representative	-
19.	Ms. Suveena Tamse - Office Superintendent	<i>On leave</i>
20.	Ms. Poonam M. Joshi - do	<i>P. Joshi</i> 22/11/2022
21.	Ms. Sejal Lotlikar - Student Representative	<i>Informd</i>
22.	Ms. Bhavana Sawardekar - Executive Assistant	<i>B. Sawardekar</i>
23.	Prof. Nandini Vaz Fernandes Special Invitee	<i>Present</i>

Sr. No.	AGENDA
1.	<b>Discussion on Institutional Development Plan</b> <ul style="list-style-type: none"> <li>- Developing Motivated and Energized faculty</li> <li>- Teaching, learning and Educational Technology</li> <li>- Research, Development and Innovation</li> <li>- Industry-Academic Partnership</li> <li>- Institutional Placement Plan for Students</li> <li>- Incubation and start-up</li> <li>- Alumni Engagement / Activities Plan</li> <li>- Skill Development of Non-teaching staff</li> </ul>
2.	Certificate Courses and Academic Excellence
3.	Others, if Any





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## MINUTES OF THE MEETING

IQAC MEETING		No: 02 Date:22.11.2022 Time: 02.15 p.m. to: 04.45 p.m. Venue: Conference room.	
Conducted by: Dr. Ananya Das(CHAIRMAN)			
ATTENDEES: 1. Cdr.Parijat Sinha (rtd) 2. Prof. Nandkumar N. Sawant 3. Prof. Nandini Vaz Fernandes 4. Dr. Sachin Moraes 5. Dr. Meghana Devli 6. Dr. Sameena Falliero 7. Dr. Ashish Desai 8. Mr. V.C. Kumaresh		ATTENDEES: 9. Mr. Lalit Saraswat 10.Mr. D.Prabhakaran 11.Mr. Ian Barreto 12.Mr. Aresh Naik 13.Mr. Ashish Ashwini 14. Ms. Poonam Joshi 15. Ms. Bhavana Sawardekar  ABSENTEES with intimation: 1. Ms. Sejal Lotlikar 2. Ms. Suveena Tamse 3. Dr. Shaila Ghanti  ABSENTEES: 1. Dr. Shekar Nayak 2. Mr. Nilesh Narayan Sinai Walwatkar 3. Mr. Dilip Kare	
SN	Agenda / Topics	Discussion/ Suggestions	Action Required/Taken
1.	Review of the previous meeting	- Reviewed	
2.	Discussion on Institutional Development Plan - Developing Motivated and Energized faculty - Teaching, learning and Educational Technology - Research, Development and Innovation - Industry-Academic Partnership - Institutional Placement Plan for Students - Incubation and start-up - Alumni Engagement / Activities Plan - Skill Development of Non-teaching staff	- In order to line up with the IDP, Institutional SWOC analysis was viewed and certain changes were suggested. - The goals and plan for developing motivated and energized faculty was discussed. The plans with reference to designing Faculty Development Programmes (FDP) for newly joined and the existing faculty were discussed. - Identifying the benchmarking areas by focusing on the weakness of the college was discussed. Benchmarking not only with general stream colleges but also with engineering and other stream colleges would enhance the quality of the college.	- Institutional SWOC analysis is modified accordingly in IDP section 1.2 - The relevant inputs were included as short-term plan in IDP section 2.5  - The inputs were included as midterm plan in IDP section 2.5





-	<ul style="list-style-type: none"> <li>- Under Research, Development and Innovation section it was suggested to identify the non-governmental funding agencies.</li> <li>- All the lab attendants to be trained to handle the tasks required to carry out in all the Laboratories.</li> <li>- The need of a computation center for Social Science and Language Departments was discussed.</li> </ul> <p>External Member Mr. Lalita Saraswat suggested the following:</p> <ul style="list-style-type: none"> <li>- Institution should try for ISO certification</li> <li>- Compare different ERP software (CAMOS, INPOD, Master software etc.,) with their features to get best ERP facilities that can be useful to the institution.</li> <li>- To consider the use of smart phone technology for creating MOOCs via ODL as short-term plan.</li> <li>- Open up the college premises to the industries/companies so that the industrial sector has an insight about the college and vice versa. This will improve Industry -Academic connect.</li> <li>- Invite the HRs of the companies to interact with the students to know about the skill requirements of the companies</li> <li>- Start incubation center in college: <ul style="list-style-type: none"> <li>- In stage I – set up a workstation for start-ups i.e. a cubicle/sharing space with table, chair and high speed internet facility with computer.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Included as short-term plan in IDP section 2.7</li> <li>- Research and Development Cell to be requested to carry out the above task</li> <li>- Included in the IDP section 2.14.</li> <li>- Included as mid-term plan in IDP section 2.7</li> <li>- IQAC will look into the feasibilities of the certification.</li> <li>- Since Directorate of Higher Education (DHE) is in the process of implementing the ERP systems (a few modules were already implemented) across all colleges we will explore the possibilities of incorporating in our system</li> <li>- Teaching Learning and Education Technology (TLET) cell to be requested to explore the possibility.</li> <li>- Placement cell to be requested to implement the same.</li> <li>- Included as mid-term plan in IDP section 2.11</li> </ul>
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		<ul style="list-style-type: none"> <li>- In stage II – monthly experts; CAs; lawyers can be invited to address their queries.</li> <li>- Visit to the incubators in Goa- Near Patto, Panaji; Manovikas, Margao; Atal Innovation Centre, Goa Institute of Management; Ignite Innovation Hub etc.</li> </ul>	<ul style="list-style-type: none"> <li>- Included as short-term plan in IDP section 2.11</li> </ul>
3.	<b>Certificate Courses and Academic Excellence</b>	<ul style="list-style-type: none"> <li>- List of certificate courses identified to be offered to the students of Cluster HEIs.</li> </ul>	<ul style="list-style-type: none"> <li>- To be implemented in the next semester on pilot basis.</li> <li>- On successful implementation the regular courses will be offered under NEP 2020 from next Academic Year.</li> </ul>
4.	<b>Others, if any</b>		
a.	<b>Memorandum of Understanding (MoU) updates</b>	<ul style="list-style-type: none"> <li>- Three MoUs signed for the A.Y 2022-23.</li> <li>- Suggestion: To monitor the plan of action for these MoUs and evaluate the tasks undertaken quarterly.</li> </ul>	<ul style="list-style-type: none"> <li>- IQAC will monitor the same</li> </ul>
b.	<b>Hosting Full bright Scholars</b>	<ul style="list-style-type: none"> <li>- Suggested to verify the proposal in detail and analyze if there is any fund liability for the same. If no liability the college can go ahead with the proposal for MoU as it's a brand for the college.</li> </ul>	<ul style="list-style-type: none"> <li>- The faculty of the concerned (psychology) department will scrutinize the proposal</li> </ul>
c.	<b>Policy to be adopted for CA Mode Evaluation</b>	<ul style="list-style-type: none"> <li>- The final Continuous Assessment (CA) of the <b>only CA mode</b> evaluation should cover the entire syllabus and to be conducted as per the schedule decided by the Examination cell.</li> <li>- The distribution of marks and the question paper should be collected by the examination cell.</li> </ul>	<ul style="list-style-type: none"> <li>- The examination cell will implement and monitor the same.</li> </ul>

PCC/IQAC/2022/07-58

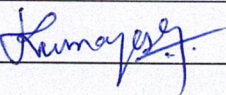
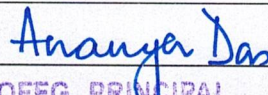
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Prepared by: Ms. Bhavana Sawardekar

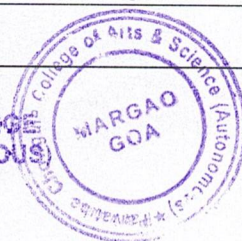
Date: 23.11.2022

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Approved by Shri V.C. Kumaresh, IQAC Coordinator

OFFG. PRINCIPAL  
PARVATIBAI CHOWGULE COLLEGE  
OF ARTS & SCIENCE (AUTONOMOUS)  
MARGAO-GOA







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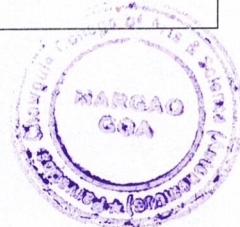
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IQAC Committee members Meeting of the college has been scheduled on 11<sup>th</sup> March 2023 at 10.00 a.m. in the Conference Room.

S.N.	ATTENDEES	Signatures
1.	Prof. Sangeeta Sankhalkar* - Chairperson	
2.	Mr. V.C.Kumaresh - Coordinator	
3.	Cdr. Parijat Sinha (rtd) - Management Representative	
4.	Prof. Nandkumar N. Sawant - Members	
5.	Dr. Shaila Ghanti - do	
6.	Dr. Sachin Moraes - do	
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12.	Mr. D. Prabakaran - do	
13.	Mr. Ashwini Ashish - do	
14.	Mr. Aresh Naik - do	
15.	Dr. Shekhar Nayak - Alumni Representative	-
16.	Mr. Lalit Saraswat - Employer Representative	-
17.	Mr. Sarvesh Sawant - Industrialist Representative	
18.	Mr. Nilesh Narayan Sinai Walwatkar - Stakeholder Representative	-
19.	Ms. Suveena Tamse - Office Superintendent	
20.	Ms. Poonam M. Joshi - do	
21.	Ms. Sejal Lotlikar - Student Representative	
22.	Ms. Bhavana Sawardekar - Executive Assistant	

Sr. No.	AGENDA
1.	Presentation of NEP 2020 Programme Structure to be implemented from the AY 2023-24
2.	Student scholarship Policy and the process of scrutinizing.
3.	Ph.D ordinance
4.	Revised benchmark parameters for NAAC.
5.	Handling medical emergencies in the campus
6.	Others, if Any







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## MINUTES OF THE MEETING

IQAC MEETING		No: 03 Date: 11.03.2023 Time: 10.00 a.m. to: 12.55 p.m. Venue: Conference room.	
Conducted by: Prof. Sangeeta Sankhalkar (CHAIRPERSON)			
ATTENDEES: 1. Cdr.Parijat Sinha (rtd) 2. Prof. Nandkumar N. Sawant 3. Dr. Sachin Moraes 4. Dr. Meghana Devli 5. Dr. Shaila Ghanti 6. Dr. Ananya Das 7. Dr. Sameena Falliero 8. Dr. Ashish Desai 9. Mr. V.C. Kumaresh		ATTENDEES: 10.Mr. Sarvesh Sawant 11.Mr. D.Prabhakaran 12.Mr. Alberto Ian Barreto 13.Mr. Aresh Naik 14.Mr. Ashish Ashwini 15. Ms. Poonam Joshi 16. Ms. Suveena Tamse 17.Ms. Sejal Lotlikar 18.Ms. Bhavana Sawardekar	
		ABSENTEES: 1. Dr. Shekar Nayak 2. Mr. Lalit Saraswat 3. Mr. Nilesh Narayan Sinai Walwatkar	
SN	Agenda / Topics	Discussion/ Suggestions	Action Required/Taken
1.	Presentation of NEP 2020 Programme Structure to be implemented from the AY 2023-24	<ul style="list-style-type: none"><li>- The programme structure as per NEP 2020 was presented with the adoption of 4 years B.A. &amp; B.Sc. Degree Programme with honours and honours with research. The above proposal will be sent to Goa University and DHE for their consideration and approval.</li><li>- Changes suggested: Part I and Part II of PG structure to be swapped to align with 4th year UG Programme.</li><li>- The B.Voc. Structure under consideration by Goa University.</li><li>- <u>Suggestions:</u></li><li>- To present the entire course structure to the entire faculty and discuss.</li><li>- Brain storming sessions for students to orient them to NEP.</li><li>- Focus on Industry community exchange programme and Industry Academia exchanges.</li></ul>	<ul style="list-style-type: none"><li>- Changes suggested to be incorporated in the PG course structure.</li><li>- To orient entire staff to the 4 years course structure.</li></ul>





2.	<b>Student scholarship Policy and the process of scrutinizing.</b>	<ul style="list-style-type: none"> <li>- The policy has to be revised considering the eligibility for meritorious/ physically or economically challenged students for scholarships, the necessary aspects and terminologies which will provide clarity in the process.</li> <li>- Eligibility to be defined clearly.</li> <li>- Screening committee and selection committee to be formulated.</li> <li>- Both aided and self finance students are eligible to apply.</li> <li>- Student Aid Fund: Procedure of selection: <ul style="list-style-type: none"> <li>- Suggested – Merit list of students who have applied under students aid fund need to be prepared.</li> <li>- As per the availability of funds the no of students should be selected from the merit list.</li> </ul> </li> <li>- Eligibility- students should have no backlogs.</li> </ul>	<ul style="list-style-type: none"> <li>- To revise the students scholarship policy as per suggestions.</li> </ul>
3.	<b>Ph.D ordinance</b>	<ul style="list-style-type: none"> <li>- Ph.D. Ordinance was presented.</li> <li>- The approval of the Research guides and Research Centers will in accordance to the Goa University and UGC where in the appointed committee will be do the required approval. The constituent committee will have a representative from Goa University and DHE.</li> </ul>	<ul style="list-style-type: none"> <li>- Necessary changes to be incorporated in the ordinance by Prof. Nandkumar N. Sawant.</li> </ul>
4.	<b>Revised benchmark parameters for NAAC.</b>	<ul style="list-style-type: none"> <li>- Criteria coordinators to refer to the revised benchmark parameters for NAAC.</li> </ul>	<ul style="list-style-type: none"> <li>- To circulate the revised benchmark parameters for NAAC to the criteria coordinators and the members.</li> </ul>
5.	<b>Handling medical emergencies in the campus</b>	<ul style="list-style-type: none"> <li>- A Memorandum of Understanding (MoU) to be signed with the Victor Hospital for medical emergency cases, training for first aiders.</li> <li>- Display boards in campus with contact person and details for easy access.</li> <li>- Maintain register for first aid kit utilizations.</li> <li>- Posters of contact no. of first aid respondent to be put at relevant places.</li> <li>- Introduce a First Aid course under Value Added course.</li> </ul>	<ul style="list-style-type: none"> <li>- Process of MoU in Progress to be carried out by Dr. Bagchi convener of Disaster Management committee.</li> <li>- To be carried by estate officer.</li> <li>- do-</li> <li>- do-</li> <li>- Dean of Science to initiate the curriculum development with Life science department.</li> </ul>
6.	<b>Others, if Any</b>	<ul style="list-style-type: none"> <li>- As per the IQAC Composition Principal of the institution is the Chairperson for IQAC committee therefore Prof. Sangeeta Sankhalkar, Officiating Principal of the institution will be the new chairperson of the IQAC committee hereon.</li> <li>- Mr. Dilip Kare has voluntarily resigned from the committee and the same has been considered.</li> </ul>	<ul style="list-style-type: none"> <li>- Members are asked to suggest names for the local representative, as one of them could be incorporated in the committee.</li> </ul>





- Relevant documents where decisions are to be taken up in the meeting should be sent as attachments prior to the meeting, for members to come prepared for their inputs.	- The same is accepted.
- A policy to be framed for the students winning cash awards/prizes which are deposited in college account. - Ratio- 60:40 - 60% cash prize goes directly to the students/ the council winning the prize. - 40% cash prize to be utilized for the college activities for the benefit of the students.	- To frame a Policy for students winning cash prizes deposited in college account.
- To draft a policy for entering into MoU and Consultancy - A proposal of the MoU and Consultancy draft should be have clear objective and work plan and outcomes (joint seminar / exchange program / research collaboration / resource person). Upon acceptance the proposal to be presented in the IQAC meeting for approval after verification by the Principal and/or Vice Principal.	- To frame a Policy for entering into MoU and Consultancy.
- In special case of medical emergency that one of repetitive nature, should have a valid fitness certificate produced from authorized certified medical practioner while joining as a disciplinary actions.	-
- Suggestion box to be kept at relevant place for the student.	-








# Parvatibai Chowgule College of Arts and Science (Autonomous)

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IQAC Committee members Meeting of the college has been scheduled on 05<sup>th</sup> May 2023 at 02.30 p.m. in the Conference Room.

S.N.	ATTENDEES	Signatures
1.	Prof. Sangeeta Sankhalkar* - Chairperson	
2.	Mr. V.C.Kumaresh - Coordinator	
3.	Cdr. Parijat Sinha (rtd) - Management Representative	
4.	Prof. Nandkumar N. Sawant - Members	
5.	Dr. Shaila Ghanti - do	
6.	Dr. Sachin Moraes - do	
7.	Dr. Meghana Devli - do	
8.	Dr. Sameena Falleiro - do	
9.	Dr. Ashish Desai - do	
10.	Mr. Alberto Ian Barreto - do	
11.	Mr. D. Prabakaran - do	
12.	Mr. Ashwini Ashish - do	On leave
13.	Mr. Aresh Naik - do	
14.	Dr. Shekhar Nayak - Alumni Representative	Intimated
15.	Mr. Lalit Saraswat - Employer Representative	
16.	Mr. Sarvesh Sawant - Industrialist Representative	Intimated
17.	Mr. Nilesh Narayan Sinai Walwatkar - Stakeholder Representative	Intimated
18.	Ms. Suveena Tamse - Office Superintendent	
19.	Ms. Poonam M. Joshi - do	
20.	Ms. Sejal Lotlikar - Student Representative	
21.	Ms. Bhavana Sawardekar - Executive Assistant	

Sr. No.	AGENDA
1.	Ordinance for implementing UG Programme under NEP 2020
2.	Ph.D. Ordinance
3.	Revised Consultancy Policy
4.	Format for Memorandum of Understanding (MoU)
5.	Memorandum of Understandings: Victor Hospital and FiiRE
6.	Scholarship Policy
7.	Others, if Any





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## MINUTES OF THE MEETING

IQAC MEETING		No: 04 Date: 05.05.2023 Time: 02.30 p.m. to: 06.00 p.m. Venue: Conference room.	
Conducted by: Prof. Sangeeta Sankhalkar (CHAIRPERSON)			
ATTENDEES: 1. Cdr.Parijat Sinha (rtd) 2. Prof. Nandkumar N. Sawant 3. Dr. Sachin Moraes 4. Dr. Meghana Devli 5. Dr. Shaila Ghanti 6. Dr. Sameena Falliero 7. Dr. Ashish Desai 8. Mr. V.C. Kumaresh		ATTENDEES: 9. Mr. Lalit Saraswat 10.Mr. D.Prabhakaran 11.Mr. Alberto Ian Barreto 12.Mr. Aresh Naik 13.Ms. Poonam Joshi 14. Ms. Suveena Tamse 15.Ms. Sejal Lotlikar 16.Ms. Bhavana Sawardekar	
		ABSENTEES with intimation: 1. Dr. Shekar Nayak 2. Mr. Sarvesh Sawant 3. Mr. Nilesh Narayan Sinai Walwatkar 4. Mr. Ashish Ashwini	
SN	Agenda / Topics	Discussion/ Suggestions	Action Required/Taken
1.	Ordinance for implementing UG Programme under NEP 2020	<ul style="list-style-type: none"><li>- The Chairperson welcomed the members of IQAC and requested the IQAC coordinator to proceed with the agenda of the meeting.</li><li>- The college will be implementing the NEP 2020 from the A.Y. 2023-24.</li><li>- Following points were suggested to be incorporated in the ordinance of the UG Programme under NEP 2020:<ul style="list-style-type: none"><li>a. Numbering of the documents.</li><li>b. Specify the online platforms and courses for the students to select.</li><li>c. To verify the seminar, 1 credit=15 hours.</li><li>d. Modify the ‘Example for computation of CGPA’ in the document.</li><li>e. Activities like NCC/NSS/club/Sports/Fitness to be considered as Non Evaluative Credit (NEC) to be offered as optional for the AY 2023-24 and adopt the ordinance of Goa University NEP 2020 for evaluation purpose.</li></ul></li><li>- Students completing non evaluative credits out of their interest will receive the marksheet showing credits for the activities undertaken.</li><li>- College should draft a Policy for the online Course/s.</li></ul>	<ul style="list-style-type: none"><li>- To do the necessary modification as suggested in the drafted ordinance.</li><li>- Prepare a Policy for the online Courses.</li></ul>





2.	<b>Ph.D. Ordinance</b>	<ul style="list-style-type: none"> <li>- Dr. Nandkumar N. Sawant presented the Ph.D. Ordinances.</li> <li>- Following to be added in the ordinances: <ul style="list-style-type: none"> <li>a. Ph.D. examinations will be monitored by the Controller of Examination.</li> <li>b. Fee structure in accordance to Goa University.</li> <li>c. Numbering of the entire document.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- The College will frame the Ph.D. Ordinance for admission and monitoring.</li> <li>- The rest of the ordinance will be as per Goa University Ordinance.</li> </ul>
3.	<b>Consultancy Policy</b>	<ul style="list-style-type: none"> <li>- Dr. Ashish Desai presented the consultancy policy.</li> <li>- The following modification were suggested: <ul style="list-style-type: none"> <li>a. The terminology 'Principal consultant' to be considered as 'consultant'.</li> <li>b. The Consultant may not be restricted to only regular faculty members.</li> <li>c. Consultancy policy to be made as College policy at the Department level.</li> <li>d. To add the date from when the policy is getting effected.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- To incorporate the changes in the policy.</li> </ul>
4.	<b>Format for Memorandum of Understanding (MoU)</b>	<ul style="list-style-type: none"> <li>- Draft of MoU was presented by Dr. Ashish Desai.</li> <li>- To add the date from when the policy is getting effected.</li> </ul>	<ul style="list-style-type: none"> <li>- Approved.</li> </ul>
5.	<b>Memorandum of Understandings: Victor Hospital and FiiRE</b>	<ul style="list-style-type: none"> <li>- Under MoU with Victor Hospital the following was asked to add: <ul style="list-style-type: none"> <li>a. That some activities to be conducted continuously for the MOU to be functional and active.</li> <li>b. Wellness activities to be conducted from time to time.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Changes incorporated and finalized.</li> </ul>
6.	<b>Scholarship Policy</b>	<ul style="list-style-type: none"> <li>- Scholarships to be made: <ul style="list-style-type: none"> <li>a. Year-wise</li> <li>b. Programme wise</li> <li>c. Clarity in criterias for scholarships e.g. merit scholarships, economically weaker section etc. is required.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Changes to be incorporated.</li> </ul>
7.	<b>Others, if Any</b>	<ul style="list-style-type: none"> <li>a. There will be no Double Major in Science for the AY 2023-24.</li> <li>b. Sports and Fitness to be included as VAC and evaluation to be followed based on Goa University Ordinance for NEP 2020.</li> <li>c. Prize money for students under activities of Departments – Budget can be allocated on Prefixed criteria's and communicated to the Departments in advance.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> </ul>

