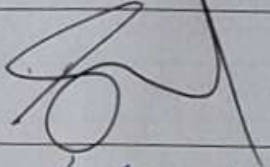
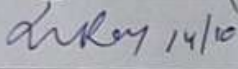
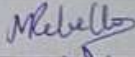
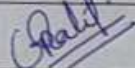
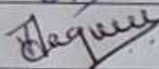
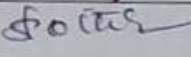
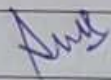
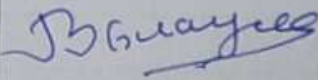


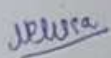


Minutes of the Meeting

Date: 14th October 2022

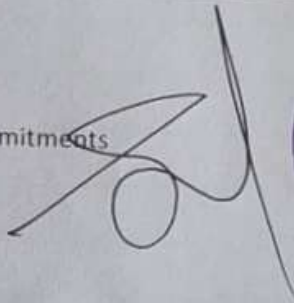
Venue: Boardroom

In Attendance:

1.	Chairperson	Prof. Irfan Mirza, Director/Principal	
2.	Senior Faculty	I. Dr. Marie Raj, Administrator – Advisor	
		II. Ms. Martha Rebello – Compliance Officer / Co-ordinator	
		III. Ms. Gauri Patil – Faculty	
		IV. Ms. Valerie Jacques – Faculty	
		V. Ms. Sushma Lotliker – Executive-Administration	
3.	External Members	I. Mr. Zarine Lobo, Principal, Cidade De Goa	Absent
		II. Mr. Suresh Barik – Parent Stakeholder	
4.	Management Member	Prof. Bhaskar Nayak	
5.	Student Representative	Mr. Joana Souza Lobo, T.Y. Student	
6.	Alumni Representative	Ms. Cleona Pereira	
7.	Co-ordinator / Secretary	Ms. Nelissa Alcasoas – Faculty	

Absent for the meeting

- Zarine Lobo – Work commitments




The Agenda:

1. Welcome address by the Chairman
2. Reading and approval of minutes of the previous meeting
3. Action Taken Report
4. A.O.B.

Agenda 1 The Chairman welcomed everyone. The IQAC Co-ordinator read the minutes of the previous meeting. It was approved by Ms. Martha Rebello and seconded by Ms. Gauri Patil.

Agenda 2 Action Taken Report was read and discussed:

- Regarding the Green Audit report, Prof. Mirza informed that we have to focus on a checklist for the feedback of the report. Respective departments/clubs should follow up on the suggestions to get it done.
- For the butterfly park at the Institute, the gardening club has to follow up.
- Nelissa informed that under the aegis of the IQAC Cell, a workshop will be held for staff/students on Beekeeping and Honey Production on 21st October 2022.
- Prof. Bhaskar suggested calling Mr. Sangam Kurade from Dr Kurade's Mushroom Factory for a session on button mushroom cultivation.

Agenda 3 Prof. Mirza informed that the V. M. Salgaocar Law College is organizing a Faculty Development Program for their staff. Either we will organize one with the same resource person or we will send our faculty to attend it there.

Agenda 4 Gauri informed that the digital display has arrived in the cafeteria and will be installed.

Agenda 5 Prof. Mirza informed that Sula Vineyards is not an ideal place for an educational field trip as they do not maintain quality; their appearance and explanations of the wine making process is not up to the mark. He suggested



finding something close by like Big Banyan and Grover in Bangalore for students' field trip.

- Agenda 6 Prof. Mirza informed Dr. Barik that students get a lot of practical training at the Institute and do not need to rely on ODCs. Students do lunch and dinner service, organize college events and for the Under 17 Women's World Cup (Football), our students are assisting Chef Rodwin.
- Agenda 7 Joana suggested we have sports and team building activities on a weekly basis. Prof. Bhaskar suggested to Joana to encourage students to participate in the sports activities already held by the Institute; he encouraged her to form a women's football team for the Institute.
- Agenda 8 Joana suggested to have snacks for students in the tea break as students feel hungry. This would be looked into by the kitchen.
- Agenda 9 Joana enquired if SEA papers could be shown after the correction of exam papers.
- Agenda 10 Joana suggested having a graduation programme for T.Y. students. Prof. Bhaskar said it was a good idea which will have to be planned in advance.
- Agenda 11 Joana requested if they could have one hour classes instead of 2 hour classes. Prof. Mirza said as it is an intensive program, a 5 minute break during classes and a 15 minute break between classes was given as the portion had to be covered.
- Agenda 12 Prof. Mirza informed that we would have a session on mental health organized by the counsellors after the Diwali holidays. Dr. Barik informed that at his college, they conducted a seminar on mental health; the resource person helped the students learn how to stay calm and deal with anxiety. He



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suggested that we have sessions regularly for students, once in 6 months. Prof. Bhaskar suggested that the workshop can be converted into an add-on course.

- Agenda 13 Prof. Mirza informed that we are conducting a workshop on research for our faculty on 18th October by Dr. Purva Hedge and Dr. Semele Sardesai. We have also appointed a research person to assist students with their research dissertation when Dr. Semele is not here on campus.
- Agenda 14 Prof. Mirza informed that students went on field trip to Krishna Toddy Farm and Selaulim Dam organized by the Cuisine club. The students experienced how to climb a coconut tree, tasted toddy and learnt about the toddy production process.
- Agenda 15 Prof. Mirza informed that we will be setting up Yuva Tourism Club by the Ministry of Tourism. The club will be headed by Ms. Alethea and will have to conduct competitions and visits to heritage sites for students. The purpose is to educate locals especially students about the preservation of our local heritage. Prof. Bhaskar suggested that we take help of local tour operators like Mr. Hedge (Sole Travelling) and Mr. Sardesai from Panjim. Dr. Barik suggested Mr. Rahul Mohan Nadkarni from Gurudev Tours And Travels Private Limited.



Nelise Alcasoas
IQAC Co-ordinator

Action Taken Report

Of 14th October 2022 IQAC Meeting

Sr. No	Suggestion	Sr. No	Status of Fulfilment
1.	Beekeeping and honey production, mushroom cultivation & butterfly park	1	<ul style="list-style-type: none"> • On 21st October 2022, the IQAC organised a session on beekeeping and honey production for F.Y. students and staff at the Institute. The resource person for the session was Fr. Michael D'Costa. • On 19th January 2022, the gardening club of VMSIHE organized a session on "Mushroom cultivation" for culinary students. The session's main objective was to learn and promote the successful cultivation of mushrooms. • Shweta from Timble Farm came with her workers and planted a few plants and by 1st week of February we shall see the progress.
2.	FDP for teachers	2.	<ul style="list-style-type: none"> • 'Reimagining Teaching Learning Pedagogy' for its faculty on 3rd November 2022 from 10:15am-5pm. The resource person for the workshop was Rajendra Joshi, Centre for education and social sciences. • 'Personality Development – Team Building' for its faculty on 18th January 2023 from 1pm-5pm. The resource person for the workshop was Colin Coelho, freelance trainer.
3.	Kiosk for the lobby	3.	Order is placed, by February end the kiosk should be installed.
4.	Field trip to Big Banyan or Grover	4.	The T.Y. students were not interested to go to the following places for field trip.
5.	Sports and team building activities	5.	Sports day was organized for the students, along with ongoing sports activities.
6.	Snacks during tea break	6.	Students and staff can order for breakfast in the morning tea break by informing the kitchen a day in advance.



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7.	Showing of SEA papers	7.	As per the exam committee, we do not show the SEA papers to students.
8.	Graduation program for T.Y. students	8.	We will be having an award ceremony and farewell program for the T.Y. students in April.
9.	Mental health sessions for students	9.	The Counselling Department organized a talk 'Social Media and Building Appropriate Boundaries' by Dr. Aldina Braganza on Thursday, 17th November 2022 for F.Y. and T.Y. students
10.	Yuva Tourism Club	10.	The Yuva Tourism Club is organizing a Photography competition today- 'Goa through my lens' on 31 st January 2023. They are planning a trek next month.

