

Minutes of the IQAC Meeting

Date: 26th August 2017

Venue: Board Room

An IQAC Meeting was called for on the 26th of August 2017 at 3.15 p.m. in the Board Room.

In attendance:

Sr. No.	Name	Designation
1	Prof. Irfan Mirza	Director/Principal, Chairman
2	Dr. I. Bhanumurthy	Administrator, Advisor
3	Ms. Martha Rebello	Compliance Officer/Academic Co-ordinator, Member
4	Ms. Sujatha Madhvan	Faculty
5	Ms. Edna Noronha	Co-ordinator Marketing & Public Relation, Member
6	Ms. Sushma Lotliker	Officer – Administration, Member
7	Mr. Sandeep Pai	Management Member
8	Ms. Riddhi Raikar	Faculty, Member

Mr. Peter D'Souza expressed his inability to attend the meeting on account of a prior engagement.

Agenda

1. Reading of previous meeting minutes held on 16th June 2016.
2. Short term goals of the Institute and long term goals / plans to be made.
3. Activities conducted to promote goals.
4. A.O.B.




Minutes

The Director/Principal welcomed all the members present at the IQAC Meeting and called the meeting to order:

1. The minutes of the previous meeting held on 16th June 2016, were read. As there were no queries, it was considered as approved. Dr. I. Bhanumurthy proposed the acceptance of the minutes of the meeting. It was seconded by Ms. Sujatha Madhvan.
2. Dr. I. Bhanumurthy said that the long term and short term strategies need to be spelt out in order not to lose focus. All the members agreed to this. This would ensure the quest towards quality and sustenance.
3. As discussed, a 3 year plan could be implemented to assess its impact on the institute for long term goals. Some of the areas that could be considered.
 - Digital Campus
 - Smart Campus
 - Unnat Bharat Abhiyaan (Adopt a Village).

This long term plan could be worked out in depth and perhaps discussed in the next meeting after the modalities were worked out, suggested Prof. Mirza.

A resolution to this effect was taken.

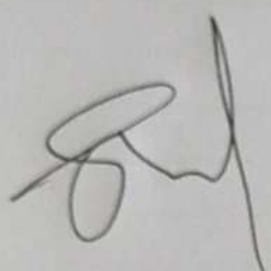
4. Short term goals and immediate Knowledge Building Programme.
 - To ensure a more learner-centric learning.
 - To implement innovative and more interactive methods of teaching.
 - To ensure proper support structure for both students and staff.
 - Feedback needs to be taken from students, parents and peer reviewed feedback for staff.
5. A.O.B.
 - It was suggested that every detail with regards to implementation of quality efforts should be documented.
 - The Principal/Director would review them twice a year.
 - LMC could review the entire performance and sustenance once a year.
 - It was also brought to the notice of the members that the institute was awarded the prestigious Swachhatam Mahavidyalaya Sanmman Award for the academic year 2016-17. The award was conferred by the CM Shri Manohar Parrikar at the Convocation Ceremony of the Goa University.





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- Also in the month of April, students accompanied by staff member Ms. Martha Rebello on a Culinary visit visited the Escola do Turismo de Portugal Douro Lamego, Portugal. This was in fulfillment of the MOU signed by the Institute and Turismo de Portugal. The duration of the Exchange Program was 1 (one) month and it was wonderful international exposure for our students, and added uniqueness to our program. ⁽¹⁰⁾ 3rd May 2017 - 30th May 17 Dales
- Open Day was held on 7th May 2017. Many parents made use of the opportunity to visit the college and have a personal interaction with the students. Dales

As there was no other matter to discuss, the meeting ended at 4.30 p.m. The Principal thanked everyone present for their valuable suggestions.



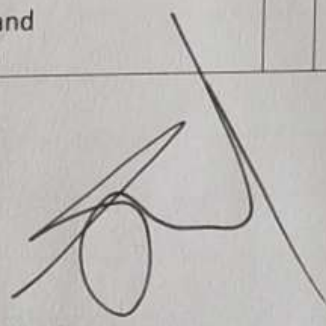


 IQAC Co-ordinator

ATR →

Action Taken Report post 26th August 2017 IQAC Meeting

1. IQAC Plan	1. Decided to have Short Term and Long Term Goals.
2. Review of quality implementation	2. <ul style="list-style-type: none"> i) Principal/Director would review them twice a year. ii) LMC would also review the performance periodically.
3. Short Term Goals Implementation of Short Term Goals such as: <ul style="list-style-type: none"> i) learner-centric learning ii) Innovative and interactive methods of teaching iii) Support structure for <ul style="list-style-type: none"> (a) students (b) staff and 	3. <ul style="list-style-type: none"> i) -Team Work, Events, Theme & Cultural Nights. -Bridge Courses. ii) To use more critical thinking exercises, case studies and role plays. Reports to be written after industrial visits tours etc. iii) (a) Mentoring for students and other extracurricular activities. Two Counselors employed. (b) Staff Development Programs. Sent for Seminars.

6.3.4
for submission




<p>(c) support staff</p> <p>iv) Feedback to be taken from students, parents and peers.</p>		<p>(c) Cash rewards as token of appreciation.</p> <p>iv) Currently feedback taken from students only.</p>
<p>Long Term Goals Implementation of the following:</p> <p>i) Digital Campus</p> <p>ii) Smart Campus</p> <p>iii) Unnat Bharat Abhiyan (Adopt a Village).</p> <p>iv) Tie ups/MOUs with other organizations and institutions</p>	<p>4.</p>	<p>i) To be implemented.</p> <p>ii) -Network connectivity in Campus. -Efficient use of water and electricity, waste segregation, environmental monitoring.</p> <p>iii) To be implemented.</p> <p>iv) -Dublin Institute of Technology (DIT) academic support. -MOU signed with the Turismo de Portugal (Student Exchange Program) in 2017.</p>

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