

Minutes of the Meeting

Date: 31st August 2020

Venue: Board Room

In Attendance:

1.	Chairperson	Prof. Irfan Mirza, Director/Principal
2.	Faculty (Teaching/Non-teaching)	(i) Dr. Marie Raj, Administrator/Advisor (ii) Ms. Sujatha Madhvan, Faculty (iii) Ms. Supriyanka Govekar, Faculty (iv) Ms. Martha Rebello, Compliance Officer/Academic Co-ordinator (v) Ms. Sushma Lotliker, Administration Officer
3.	External Members	*
4.	Management Member	Prof. Bhaskar Nayak
5.	Co-ordinator/Secretary	Ms. Nelissa Alcasoas, Faculty

*Mr. Peter D'Silva (External Member) conveyed his regrets.

*Mr. Fernando Vas (Local Community Member) expressed his inability to come.

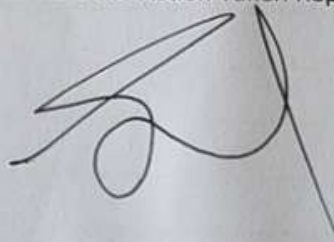
Agenda

1. Welcome by Chairman
2. Reading of the Minutes
3. Reading of the ATR
4. A.O.B.

Agenda 1 The Chairman welcomed the members and called the meeting to order.

Agenda 2 Ms. Nelissa read the Minutes of the Meeting held on 30th January 2020. The minutes were approved unanimously.

Agenda 3 Ms. Nelissa also read the Action Taken Report (ATR) of 30th January 2020.



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Agenda 4 A.O.B.

- (A) Webinars were conducted by the different departments.
- (B) Regarding Moodle, there was a suggestion that google suite is equally good and may be considered.
- (C) The Green Report – 2019 was submitted by the committee members (Sujatha Madhavan, Nelissa Alcasoas and Savio D'Souza).
- (D) The new members who will be inducted are:
Mr. Kartik Khanna – Training Manager, Taj Exotica
Mr. P. Chandra – Parent Stakeholder
Mr. Prannoy D'Costa, S.Y. Student
Ms. Sanjana Naik, Alumni Representative
Ms. Gauri Patil – Faculty
Ms. Lorna Fernandes – Faculty

The meeting ended with Ms. Nelissa thanking all the members. This was followed by refreshments.



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Nelissa
IQAC Co-ordinator

Date: 31/08/2020

IQAC Meeting – Attendance

Sr. No.	Committee Members	Name	Signature
1.	Chairperson	1. Prof. Irfan Mirza	<i>[Signature]</i>
2.	Senior Faculty	2. Dr. Marie Raj	<i>[Signature]</i>
		3. Ms. Martha Rebello	<i>[Signature]</i>
		4. Ms. Sujatha Madhavan	<i>[Signature]</i>
		5. Ms. Supriyanka Govekar	<i>[Signature]</i>
		6. Ms. Sushma Lotliker	<i>[Signature]</i>
3.	Management Member	7. Prof. Bhaskar Nayak	<i>[Signature]</i>
4.	Co-ordinator / Secretary	8. Ms. Nelissa Alcasoas	<i>Nelissa</i>

IQAC Co-ordinator