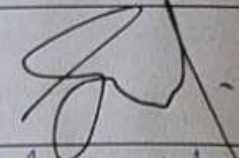
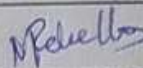

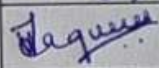
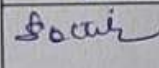
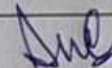

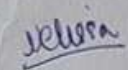


Minutes of the Meeting

Date: 31st January 2023

Venue: Boardroom

In Attendance:

1.	Chairperson	Prof. Irfan Mirza, Director/Principal	
2.	Senior Faculty	I. Dr. Marie Raj, Administrator – Advisor	31/1/23.
		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	Absent
5.	Student Representative	Ms Joana Souza Lobo, T.Y. Student	Absent
6.	Alumni Representative	Ms. Cleona Pereira	
7.	Co-ordinator / Secretary	Ms. Nelissa Alcasoas – Faculty	

Absent for the meeting

- Zarine Lobo – Work commitment
- Prof. Bhaskar Nayak – Work commitment
- Interview with Taj - Joana Souza Lobo



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:

Agenda 3 Prof. Mirza informed that we had a Christmas market on 22nd December 2022 which was open to the public. We had food, beverage and stalls selling different items and carol singing competitions for various categories. The students put up food stalls and it was a good experience for them.

Students were a part of the ODC team for the ISL matches that were held in Goa. They took part in service for VIP guests.

He informed that eminent Chef Mossiman visited our Institute on 7th January 2023 and had a demo session for our students. He has agreed to be an honorary guest faculty for the Institute.

Prof. Mirza informed that Portuguese students will arrive at the Institute on 13th February as a part of the exchange program. They will be with us for a month. Gauri will assist our students to Portugal for the visit in May.

He also informed that students will visit Switzerland for the study tour with Prof. Mirza and Chef Sebastian in the month of May.

He also informed that as a part of the T.Y. mega event, the students are organizing All India Principals' Forum meet from 9th - 12th February 2023 where 300 principals from across India will be in attendance. There will be a gala dinner and many of the principals



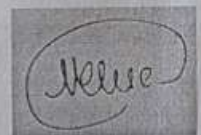
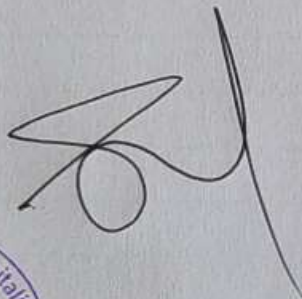
will also be staying here on campus in the hostel. It will be a good learning experience for the students as they will be involved in various departments like kitchen, service, housekeeping etc.

Prof. Mirza informed that we have an agreement with Villa Gale in Portugal for internship for our students. There is a lot of demand for our students from hotels in Portugal.

Agenda 4 Prof. Mirza informed everyone that the Institute is trying to sponsor the local village and help the locals with information regarding government schemes etc. We have approached the panchayat but they do not seem interested.

Agenda 5 Valerie informed that the students, especially the T.Y. students lacked basic knowledge and have to do a lot of reading. This was evident after reading their SEA papers where students gave very vague answers to questions. Nelissa added that students should be given more assignments where they have to write or incorporate activities where they have to write out answers, for eg. Case studies as it is required for critical thinking during their interviews for group discussions.

Agenda 6 Martha informed that the new course structure as per NEP for the M.Sc. has been implemented.



Nelissa Alcasoas
IQAC Co-ordinator

Action Taken Report

Of 31st January 2023 IQAC Meeting

Sr. No	Suggestion	Sr. No	Status of Fulfilment
1.	Sponsor the local village	1	<ul style="list-style-type: none"> • Awaiting a response from the Raia Village panchayat to the proposal sent. • The NSS has a few activities planned, Eg. <ul style="list-style-type: none"> ➤ Street plays to create awareness of social issues ➤ Cleaning of the village ➤ Distribution of necessities • We have also reached out to some of the locals in collaboration with the Rotary Club.
2.	Increase students' knowledge through reading	2	<p>Teachers have been asked to promote reading culture by:</p> <ul style="list-style-type: none"> • Recommending more reference books in their subjects • Use a teaching approach with more activities that would enhance their knowledge on various topics. Like quiz, debates extempore, etc.
3.	Improve the writing skills of students	3	<p>Teachers have been briefed to engage students in more classwork that needs them to use their writing skills, make notes, etc. Provide constructive feedback on their assignments, and journals.</p>

