



Dempo Charities Trust  
Dhempe College of Arts & Science  
Miramar, Panaji-Goa.

## Minutes of IQAC meeting

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**Meeting No. : 01/2018-19**  
**Date : 17<sup>th</sup> July 2018**  
**Venue : Seminar Hall**

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A meeting of IQAC of the college was held on 17<sup>th</sup> July 2018 at 11.00 am in the college seminar hall.

- The meeting was attended by the administrator of Dempo Charities Trust, Mr. Rajesh Bhatikar, Principal, Dr. Vrinda Borkar, other IQAC members and Criteria Conveners.
- The new format of AQAR and SSR was discussed with criteria conveners in order to make them aware of maintaining the records of various activities conducted by college.
- It was emphasised that the Green Campus Policy of the college will be continued with various activities.
- It was decided that 'Flipped Learning' will be used in pedagogy in order to make enhance learning experience and make teaching-learning an interactive and participative process.
- Various departments will be encouraged to use MOODLE while teaching.
- Problems related to Alumni portal were discussed and clarified.
- It was decided that various activities would be organised in order to develop overall personalities of students.

- Important decisions regarding repairs and renovation of Annexe building, building of more toilets for students and other repair and maintenance work were taken.
- It was decided to undertake digitisation of rare books bibliography.
- Need for involvement of more alumni and strengthening interface with industry was recognised. HODs were requested to identify eminent alumni from their respective departments and plan programmes which can benefit the present students.

The meeting ended with a thanking note.

  
Dr. Shilpa Samant  
Coordinator  
IQAC

  
Dr. Vrinda Borker  
Chairperson  
IQAC

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Dempo Charities Trust  
Dhempe College of Arts & Science  
Miramar, Panaji-Goa.

## Minutes of IQAC meeting

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**Meeting No. : 02/2018-19**  
**Date : 3<sup>rd</sup> October 2018**  
**Venue : Seminar Hall**

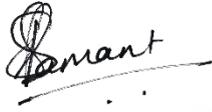
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The IQAC of the college held a meeting with Heads of the Departments and Criteria Conveners on 3<sup>rd</sup> October 2018 at 2.30 pm in the college seminar hall.

- Convener of IQAC welcomed all the members and spoke about the importance of action taken report of the feedback system in order to improve the performance of the institution and satisfy all stakeholders.
- Need to conduct Academic and Administrative Audit was emphasized and it was decided that college will go ahead and conduct the audit.
- A discussion was undertaken regarding course objectives and learning outcomes and it was decided to hold a workshop for faculty members for a better understanding of the same.
- It was also decided that a workshop on Flipped Learning for faculty members of other college would be organised as part of the academic-outreach programme in order to spread the knowledge about this innovative, student-friendly pedagogical technique.
- Since the Academic Performance Index has undergone a change, it was suggested that the members of API scrutiny committee of the college should attend workshop in order to understand the changes to improve their efficiency.
- The Code of Conduct of Goa University is applicable to college since it is an institution affiliated to Goa University. Therefore, it was decided that the link of code of ethics should be made available on college website.

- It was discussed and decided that the college should apply for Unnat Bharat programme.

The meeting ended with a thanking note.



Dr. Shilpa Samant

Coordinator

IQAC

IQAC



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## Minutes of IQAC meeting

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**Meeting No. : 03/2017-18**  
**Date : 8<sup>th</sup> November 2018**  
**Venue : COC Room**

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A General Body meeting of IQAC of the college was held on 8<sup>th</sup> November, 2018 at 12.00 noon in COC Room of the college.

- This meeting was attended by the administrator Mr. Rajesh Bhatikar, Principal Dr.VrindaBorkar, Faculty members and administrative staff of IQAC committee, students representatives, representative from NGO, member of Industry.
- Dr.ShilpaSamant welcomed the members and put forth the agenda of the meeting. The main agenda of this meeting was to invite suggestions from student representatives and external members and plan the future course of action accordingly.
- Principal Dr.VrindaBorkar shared her inputs on various issues related to working of the college.
- Students had a suggestion related to the maintenance cleanliness especially in ladies' room toilets and canteen which was taken in to consideration for further action.
- There was a discussion on industry contribution in employing fresh graduates from the institution and the requirement of industry so that students could be groomed accordingly. It was also noticed that there is lack of proper communication between industry and education institutions regarding the recruitment requirements. It was decided to bridge this gap of communication by being in contact with the industry.

- Certain suggestions were made by the representative of NGO too.
- It was decided that these suggestions will be taken in to account while planning the future plans of the institution.

The meeting ended with a thanking note.



Dr. Shilpa Samant

Coordinator

IQAC



Dr. Vrinda Borker

Chairperson

IQAC

IQAC



Dempo Charities Trust  
Dhempe College of Arts & Science  
Miramar, Panaji-Goa.

## **Minutes of IQAC meeting**

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**Meeting No. : 04/2018-19**  
**Date : 25<sup>th</sup> February 2019**  
**Venue : Seminar Hall**

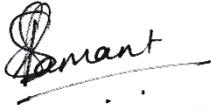
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The IQAC of the college held a meeting with Heads of the Departments and Criteria Conveners on 25<sup>th</sup> February 2019 at 10.30 am in the college seminar hall.

- The main agenda of the meeting was to improvise on the information to be included in the new AQAR format and also invite suggestions for the future plan.
- Convener of IQAC welcomed all the members The AQAR was reviewed and Administrator. Mr. Rajesh Bhatikar and principal Dr.Vrinda Borker made certain important suggestions. Discussion took place over certain questions in the AQAR and suggestions made by members were incorporated.
- Creation of hyperlinks in a particular manner was decided to bring about uniformity in hyperlinks in AQAR.
- Certain important plans were chalked out during this meeting:
  1. Digitisation of library by installing KOHA software.
  2. It was planned to organize Flipped Learning workshops for other college faculty members.
  3. It was decided that in the coming academic year the Second and Third year admissions will be done online. A discussion on required software for the purpose was undertaken.
  4. A course on Mental Health Counselling was planned.
  5. It was decided to submit 3 minor project proposal in zoology, botany and chemistry.
  6. It was decided that college would undergo Academic and Administrative Audit in April 2019.
  7. Research centre in Chemistry under cluster of Colleges.
  8. To review and implement DnyanDaan Scheme.

9. It was decided to organise a certificate course in laboratory techniques for Lab. Assistants from other colleges.

The meeting ended with a thanks to chair.



Dr. Shilpa Samant

Coordinator

IQAC



Dr. Vrinda Borker

Chairperson

IQAC

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## Minutes of IQAC meeting

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**Meeting No. : 05/2018-19**  
**Date : 26th April 2019**  
**Venue : Seminar Hall**

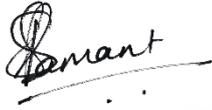
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A meeting of IQAC of the college was held on 26th April 2019 in the seminar hall of the college. This meeting was attended by Head of the Departments, committee and criteria' conveners.

- IQAC along with the college magazine committee prepared a format to pull the information of the various departments of the college in order to avoid repetition of work for HODs and conveners and save their time which can be utilized for more productive purpose. This format included the information needed by various committee conveners to prepare individual reports, Information needed by NIRF, AISHE and NAAC.
- The main agenda of this meeting was to present this format in front of the members and clear any doubts, if any. The second agenda was to make faculty members aware of the NAAC requirements since the college will go for accreditation in September 2020.
- IQAC convener made the members aware of certain suggestions made by the auditors after Academic and Administrative Audit.
- After the presentation of the format suggestions were invited and incorporated to modify the format and to make it more effective.
- The video from the NAAC website on 'how to prepare and upload the SSR' was shown for better understanding of the accreditation process.
- An International Conference on 'Philosophical and Psychological pursuits of Happiness and Wellness' is planned in the next academic year.
- It was decided that Solar Energy Tapping will be done on a bigger scale hence preparation for the same are needed.
- It was decided to construct more toilets and also to undertake construction of lift in order to make the campus disabled friendly.
- It was decided to plan and construct 'language laboratory' and a full fledged laboratory for MSc- chemistry.

- Designing minimum 2 classrooms for the purpose of flipped learning was also planned.

The meeting ended with a thanking note.



Dr. Shilpa Samant

Coordinator

IQAC

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## Minutes of IQAC meeting

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**Meeting No. : 06/2018-19**  
**Date : 27th April 2019**  
**Venue : COC Room**

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A General Body meeting of IQAC of the college was held on 27<sup>th</sup> April, 2019 at 12.00 noon in COC Room 9 Library reading room) of the college.

- The agenda of this meeting was to acquaint the external members of the IQAC with changes and improvements implemented in the institution and to invite suggestions from the external members and student representatives regarding improvement in quality of education at the institution.
- This meeting was attended by Principal Dr.VrindaBorkar, Faculty members and administrative staff of IQAC committee, student representatives, representative from NGO, member of Industry.
- Dr.ShilpaSamant welcomed the members and put forth the agenda of the meeting.
- Principal Dr.VrindaBorker gave a brief account of various college activities that the college was involved with and also made the external members aware of the future plans of the institution.
- Three suggestions came from student representatives.

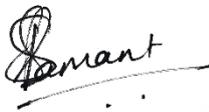
1. Ms. ShrmishtaSanyal from TYBsc suggested that after flag hoisting ceremony on the days of national importance by our college principal, the flag should be brought down with due ceremony by NCC cadets. This suggestion will be implemented with effect from 15<sup>th</sup> August, 2019.
2. She also was worried about students' addiction to mobiles and the games they play on it which distracts them from studies. She suggested a total ban of use of mobile phones on the college campus. Ms. Niharikakamat also agreed to it.

Students' use of mobile phones is permitted in certain areas of the college. It was decided against a total ban on use of mobile phones since college is a microcosm of society and as such we prepare students to take their place

in a world where the distraction posed by cell phones will exist. The students must learn to use this technology and regulate its use.

3. She also suggested that using laboratory slippers should be made compulsory in labs.
4. Mr. Norhona emphasized on making students aware of requirements of job market and skill development.
5. Mr. Auro (Member from NGO) spoke on making students aware of vast career options available for them which can help them make a right choice for themselves.
6. Dr. Manoj Ibrampurkar and Dr. Swati Pawar along with dr. ShilpaSamant shared their encouraging experiences with regard to use of blended learning as a method of classroom teaching and opined that students can be motivated to make positive and productive use of mobiles and social media in order to enrich their student lives.

The meeting ended with a thanks to chair.



Dr. Shilpa Samant  
Coordinator  
IQAC



Dr. Vrinda Borker  
Chairperson  
IQAC