

MINUTES OF THE STAFF MEETING HELD ON 2/9/2025

A meeting of the staff of the college was scheduled on the 2nd of September 2025 in the college seminar hall at 12. 30 p.m.

Members Present for the meeting:

1. Prof. (Dr.) Maria Fatima De Souza
2. Prof. (Dr.) Elizabeth J. Henriques
3. Shri. Onkar Ainapur
4. Mrs. Tanvi Keny
5. Mrs. Rupali Sangodkar
6. Mrs. Lily Endro
7. Ms. Naziya Shaikh
8. Ms. Stally Pereira
9. Ms. Jasmine Kalangutkar
10. Ms. Vembly Colaco
11. Mr. Aloy Mascarenhas
12. Mr. Jonlen Desa
13. Ms. Riva Ritinha Paes
14. Dr. Sudesh Shetkar
15. Mr. Venkatesh G. Prabhugaonkar
16. Mr. Sagar Filipe Wankhede
17. Mr. Utkarsh Umesh Gaonkar
18. Mrs. Vrishali Thorwat
19. Ms. Sharada Kaisuvker
20. Mrs. Pooja. G. Prabhudessai
21. Ms. Pressy Pereira
22. Ms. Nikita Costa
23. Ms. Cajeta Luella Fernandes
24. Ms. Prajakta Lolayekar
25. Ms. Maria Elaine Noronha
26. Ms. Abhisha Naik
27. Mr. Nagraj Virnodkar
28. Rakshada Gaunker
29. Mrs. Shamika S. Balliker
30. Mr. Babu S. Velip
31. Ms. Nayana Shanbhag, Head Clerk
32. Mrs. Nerita Coutinho e- Fernandes
33. Mr.Sachin S. Parsekar
34. Mr. Amrush R. Naik
35. Mrs . Ayesha A. Velip
36. Mrs. Diksha D. Lone
37. Mr. Dulo Y. Naik
38. Mr. Deepak K. Gaonkar
39. Mr. Pritesh P. Parkar
40. Mrs. Ankita S. Naik

The meeting commenced with the Principal congratulating Mr. Abhigyan Roy, a student of TYBCom who has been appointed the Secretary of a National Youth event. Abhigyan Roy then elaborated on the programme. He was assured of all assistance from the college end.

Admission Update: The Principal updated the staff present on the admission status of the college. It was informed that General BCom had 56 student strength, Industry Integrated had a total of 25 students out of an intake of 30 while in Accounting and Finance, 21 out of 30 seats were filled up. In BSc Data Science, has full intake capacity with all 30 seats being filled up. In the case of MSc in Geoinformatics, the college admitted a total of 15 students. The total student strength this academic year is 400. The Principal also brought to the attention of members present that a few students of SYBSc had joined other colleges. With the amendment to the Goa University Ordinance, all SY Students of the previous academic year were admitted to the TY irrespective of the number of back they had.

Attendance: It was mentioned that notices will be sent to parents informing them about the low attendance of their wards. A PTA meeting will also be scheduled. Mr. Jonlen Desa was asked to prepare a list of all students who had less than 75% attendance. It was decided to address the issue of students regularly absent at the time of the ISAs itself.

ATR: Mr. Jonlen Desa

Board of Studies Meeting: Departmental heads were asked to communicate to the Principal the dates on which their respective BOS Meetings have been scheduled. The Principal informed that BOS meetings will be held in hybrid mode this time around.

ATR: BOS Chairpersons

Mentoring: Mr. Alroy was asked to incorporate mentoring meetings once in a fortnight in the time-table.

ATR: Mr. Alroy Mascarenhas

The Principal expressed satisfaction that the Academic Calendar is in place. He brought to the attention of the teaching faculty that the college office has requested for notices in respect of activities planned need to be brought to their attention in advance even through messaging so that the notice can be comply with the mandated formalities in time.

ATR: Staff

Magazine: Mr. Alroy Mascarenhas sought good photographs of events for the magazine. The Principal informed that Ankita Naik, office staff maintains photos of events on her desktop. She was instructed to maintain them year/department wise. Faculty were asked to identify one or two photos of events maintained by Ankita and email the same to Alroy for the college magazine. Each photo should have a caption, the caption based on the event itself.

ATR: Staff

IQAC Initiatives: The staff were informed of the following two initiatives of the IQAC beginning from this academic year:

1. Skill Gap Analysis and
2. Incorporation of SDGs on college letterhead and activities conducted.

Outcome Based Education: The Principal informed Mr. Alroy to conduct a Workshop on OBE. No staff will be permitted to take leave on the day of the workshop. It was also decided to complete the OBE data sheets for the last academic year using the earlier formats.

ATR: Mr. Alroy Mascarenhas and Faculty

Academic Audit: In light of the autonomous status of the college, the Academic Audit format has been redesigned. The Academic Audit will comprise of both internal and external audit and will be conducted during the preparatory holidays.

ATR: IQAC

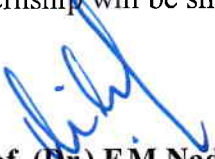
Conferences/Seminars: The Principal informed that this year, various departments of the college will be organizing conferences and seminars totaling about 4-5 in number. Besides the Economics Department has also published a book with ISBN which is a compilation of research papers presented at the National Conference organized in January 2025. The book will be officially released.

College Journal: The Principal informed that the name of the college journal should be synonymous with the name in which it was registered under ISBN.

The Department of Commerce will be conducting an Inter-collegiate event BRAINWAVE-TALK, THINK AND TEST tentatively on the 27th of September 2025.

It was decided to schedule a workshop on MOODLE. Mr. Onkar Ainapur was assigned the task of conducting the workshop.

Internship: The Principal informed that the college was credited for the commendable progress achieved in respect of the Internship. Since the internship has been completed, no remission of lectures will be allotted this year. A few students who are yet to register for the internship will do so in the next semester.. Next academic year onwards, workload against internship will be shown.


Prof. (Dr.) F.M. Nadaf
PRINCIPAL

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Govt. College Of Commerce & Economics
BORDA, MARGAO, GOA