

Minutes of the Monthly Staff Meeting held on 1st April, 2022

The Principal welcomed the staff members and began the meeting at 1 p.m. in the Seminar Hall.

Attendance: 26 staff members were present for the Meeting.

Examination

Ms. Rupali informed that the ISA's will be conducted from the 4th to the 6th of April, 2022 and there will be two papers per day. The practical's for Business Communication paper will be conducted after the written exams. The ISA questions will be mapped to the Blooms Taxonomy and the Course Objectives as per the suggestion of the DHE team members. Another set will be submitted to the Exam Committee for the conduct of Examination.

NAAC

Dr. Elizabeth informed that the DHE Mentor team is currently present in the College every Tuesday and Thursday for the NAAC presentations. The I, II, and III Criteria presentations have already been conducted and were much appreciated. The Criteria Incharges are incorporating the suggestions made by the Team. She mentioned that certain policy documents for the Teaching Learning, Mentoring, Student Grievance Redressal Committee (as per Ordinance of Goa University) etc., need to be created as per the suggestion of the DHE team. Some other suggestions by the team was to maintain all the documentation for the tabular representations made for NAAC and create lecture videos to upload on the College YouTube channel. Dr. Elizabeth added that the Financial Audit Report and the finance required to start the process for NAAC are pending from the DHE.

The Principal informed that the DHE wants a team of teachers to visit A++ credited colleges in this month.


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Student Council

The Convenor informed that the Cultural Secretary has resigned and Ms. Wilfreda's name was suggested as the new one.

Project Work

Dr. Fatima mentioned that some of the Project students have not attended a single lecture. The other Guides too had similar experiences. The Principal advised the teachers to send a Notice to such students and maintain a record of the same.

Programmes

Dr. Elizabeth informed that Dr. Reshma Kerkar, is taking our SY students on a Goan Biodiversity field visit in this month. A programme on Incubees by FIRE will also be conducted for the TY students.

The Counselor in collaboration with NSS will conduct two programmes on Sanitary Hygiene and Prevention of Anaemia, on the 4th of April, under Poshan Pakhwada.

AOB

The Principal informed that the Open day could be held in the afternoon after the 9th of April. Dr. Fatima informed that all the teachers are visiting an orphanage on the 6th of April.


(Prof. Gajanan V Madiwal)

Principal

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