

Minutes of the Meeting held on 8th July 2023

The first monthly staff meeting for the month of July was held on 08th July, 2023 at 12:00 Noon in the college Seminar Hall to discuss following agenda:

1. Confirmation of the minutes of the last meeting
2. Update on admission
3. Result Analysis (Supplementary Exam and End Exam)
4. Programme scheduled for the month.
5. Formation of Committee Cubs Associations
6. AOB

Following members were present for the meeting

1. Dr. Maria Fatima De Souza, Associate Professor of Commerce
2. Mr. Miguel A.B.P.C. Martins, Associate Professor in Mathematics
3. Dr. Elizabeth J. Henriques, Associate Professor in Economics
4. Mr. Pravin Kamat, Librarian
5. Ms. Vinita Kandolkar, Assistant Professor in Commerce
6. Mrs. Tanvi Keny, Assistant Professor in Commerce
7. Mrs. Rupali V. Sangodkar, Assistant Professor in Commerce
8. Mrs. Lily Endro, Assistant Professor in Commerce
9. Mr. Aaron Pereira, College Director of Physical Education
10. Ms. Mukta Sinai cuncolienkar, Assistant Professor in Commerce
11. Mr. Alroy Mascarenhas, Assistant Professor in Commerce(CB)
12. Mr. Jonlen Desa, Assistant Professor in Commerce (CB)
13. Ms. Riva Paes, Assistant Professor in Commerce (CB)
14. Ms. Pooja Prabhudessai, Counsellor
15. Ms. Prajakta Lolayekar, Assistant Professor in Business law(LB)
16. Ms. Kanvisha Parsekar, Assistant Professor in Environmental Studies(LB)
17. Ms. Siffonia D'mello, Assistant Professor in English(LB)
18. Ms. Nayana Shabhag, Head Clerk
19. Mr. Shrikant Velip, Accountant
20. Mrs. Nerita V. Coutinho e Fernandes, UDC
21. Mr. Rupesh Chopdekar, UDC
22. Mrs. Anagha Panshikar, Laboratory Assistant
23. Ms. Bindiya Naik, Librarian GR II
24. Mrs. Binciya Figuredo, MTS
25. Mrs. Kavita Kerkar, MTS
26. Mrs. Ashu Gaonkar, MTS
27. Mrs. Ankita Naik, Data Entry Operator
28. Ms. Valency Cardozo, LDC(CB)

The meeting was chaired by the Officiating Principal Prof.(Dr.) F. M. Nadaf. The meeting began with the welcome by Prof. (Dr)F. M. Nadaf.

Prof.(Dr.) F.M. Nadaf requested Dr. Elizabeth Henrique to read the minutes of the last meeting held on 21/03/2023. Minutes were confirmed. It was proposed by Ms. Lily Endro and seconded by Ms. Tanvi Keni.

Admission for 2023-24: Prof.(Dr.) F.M. Nadaf requested Ms. Rupali Sangodkar, Convenor, Admission Committee to present the report the admission. Mrs. Rupali Sangodkar informed the members that this year as on today we have admitted 149 students and further said the number is expected to increase by the last date of admission. Ms. Rupali appreciated the efforts put in by all the staff members. She informed the house that under the leadership of Dr. Elizabeth J. Henrique efforts were made to visit Higher Secondary Schools located in Salcete taluka and impressed upon the students to take admission. Dr. Elizabeth J. Henrique appreciated the efforts made by Admission Committee to reach out to maximum students. Prof. Nadaf lauded the efforts put in by all the staff members. Prof. Nadaf requested the teaching staff to conduct various activities for the Higher Secondary school students, Workshops and Trainings for the Principals, Teachers of HSS to bring them closer to college with an intension to promote College. Further, Principal requested the Admission Committee to work even this year with the same vigour and energy and fill the seats of third division.

ATR: Ms. MuktaliCuncoiencar

College Results: Officiating Principal Prof.(Dr.) F.M. Nadaf requested Dr. Kissan Gauns Desai, Chairperson of Examination Committee to present the result of the Semester II, IV and Supplementary Examination held in the month of April and June 2023. Dr. Kissan Gauns Desai said for Semester II 102 student appeared and 34 passed with 33 percentage for the overall class. In Semester IV examination 90 number of students appeared and 36 number of student cleared exam with 40 percentage and for Supplementary June 2023 Examination for Semester I 46 student appeared and 14 passed with 30.43 percentage for the overall class and for Semester II 49 student appeared and 12 passed with 24.48 percentage for the overall class, Semester III 31 student appeared and 08 passed with 25.80 percentage for the overall class and for Semester IV 58 student appeared and 19 passed with 32.75 percentage for the overall class He further said Third Year University Results are not yet declared. Prof. Nadaf expressed his displeasure with the results and called upon the teachers to work and help slow learners by conducting remedial classes.

ATR: Ms. Rupali Sangodkar

Mentoring Programme: Prof.(Dr.)F.M. Nadaf said Mentoring is a helpful approach that offers students both emotional and practical support to help them reach their goals. He further said Mentoring in many cases works like a miracle and requested teachers to take mentoring seriously and provide required support to the students. Prof. Nadaf said an intensive workshop on Mentoring would be conducted soon by inviting an Expert. Further, he declared that to make mentoring process highly effective, on every Tuesday a Zero Hour will be shown in the College Time Table. Zero Hour shall provide a common platform to all mentors to interact with their mentees. Very soon the Mentee-Mentor list will be made available. Each teacher may get about 15-20 students. Teachers will help them for next three years. Further Prof. Nadaf said name of the Mentor would be printed on the Identity Card of the Student. All Mentors will be required to maintain the record in format made available by the Mentoring Committee.

ATR: Ms. Pooja Prabhudessai

Formation of Committees/Clubs/Associations: Prof.(Dr.) F.M. Nadaf informed all the staff members that very soon list of Committees, Clubs and Associations would be made available. These Committees, Clubs and Associations will be valid for two academic years – 2023-24, 2024-25.

ATR: Principal

Attendance: Prof.(Dr.) F.M. Nadaf said that he has learnt that the average percentage of the student's attendance is normally less. One of the reasons could be because many students are engaged in part time jobs. Prof.(Dr.) F.M. Nadaf opined that if teachers take Mentoring seriously then attendance would automatically improve. He requested the Attendance Committee to submit the names of students who's attendance is less than 75 percent every month.

ATR: Mr. Jonlen Desa

Publicizing the Work: Prof. .(Dr.) F.M. Nadaf informed that there is a great need to publicize the work carried out by the College in order to reach out to the society. This will help us in image building. He informed all teachers to issue press notes immediately after the activities are conducted. Dr. Nadaf requested Ms. Sifonia D'mello Assistant Professor in English to help in preparing press notes of activities organized.

ATR: All the Heads of the Department, Convenors of Committees/Club/Associations

Academic Calendar: Prof.(Dr.) F.M. Nadaf said, College Office would circulate a format to propose activities for the entire year 2023-24. He requested all teachers to complete the work of academic calendar as per the deadline set.

ATR: Dr. Elizabeth Henriques, IQAC Coordinator

Identity Cards: Prof.(Dr.) F.M. Nadaf asked Head Clerk Ms. Nayan Shanbhag about the Identity Cards to which she said Order is placed a local vendor and he is expected to deliver in about 15 days' time.

Ms. Nerita Fernandes

AOB:

Officiating Principal brought to the notice of all the members that Government plans to take this College to the next level by applying for Autonomous Status. He said, today we are sending an official letter to the Directorate of Higher Education in this regard. Prof.(Dr.) F.M. Nadaf further said, next year there is every possibility that we might start at least 2 more programmes namely BBA Business Analytics and BSc in Data Science and Artificial Intelligence.

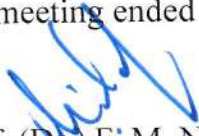
Prof.(Dr.) F.M. Nadaf informed that in the adjoining Higher Secondary building, Government is proposing 2 floors for the College expansion (4th and 5th Floor).

Prof.(Dr.) F.M. Nadaf further said that we are in discussion with the ITI to offer some skill courses to our students so that they will become employable.

ATR: Principal

Meeting ended with thanks by Dr. Elizabeth Henrique.

The meeting ended at 01.40 p.m.


Prof. (Dr.) F. M. Nadaf
Officiating Principal

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

