

The minutes of the meeting of the Internal Quality Assurance Cell held on 10th August 2020 in the IQAC room from 10:30 p.m. onwards.

The meeting commenced with a short prayer by Dr Sr Lizanne A.C.

The minutes of the meeting held on 19th March 2020 were read out and proposed and seconded by Ms Sunita Pereira and Dr Sr Lizanne A.C. respectively.

The Vice Principal Dr Sr Lizanne A.C. informed the members that all the policies were drafted and would be available to the staff to go through.

Ms Sajani D'Costa informed the members that the fees for NAAC accreditation would amount to Rs 4lakhs approximately .We will have to make a payment of Rs30000 along with the IIOA(Institutional Information for quality assessment) 50% of 185000+GST 18% when we send the or SSR(self- study report) and the remaining 50% after the DVV process and Rs 150000 for logistics approximately.

The curriculum feedback (syllabus feedback) from students and teachers would be mailed to the departments to analyse and give a report.

Agenda:

Covid-19 related education concerns- The principal Dr Aldina Braganza informed the members that the staff members will have to prepare and keep ready the e-content for their papers as the DHE would be visiting colleges to check the work/activities carried out in college from June onwards. It was decided that 25% of e-content had to be ready by 1st September and another 25% by 20th September.

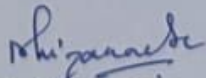
Covid -19 related academic activities- The Principal informed that all departments will organise at least 2 activities for the students once the academic year starts.

Challenges with regard to online/offline e-learning: The principal informed that it would very difficult to take all on-line classes as the college does not have the required band-width. It was decided to have three offline and one on-line class per week. The time-table for the same will have to be made by the committee.

Faculty appointment: The principal made it clear that the new contract and lecture basis faculty would be appointed only if needed and approved by the DHE as the DHE in its letter has mentioned that the management will have to pay if a lecture basis person is appointed without following the guidelines sent for project workload.

Action taken report:

1. The departments prepared the e-content in the form of PPT, youtube videos, films and recorded lectures. A common template was designed to be used for all PPT's.
2. The departments conducted the covid related activities through various webinars and competitions for our students during the semester.


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