

CARMEL COLLEGE FOR WOMEN IQAC MEETING MINUTES

Date: 25TH JULY 2024

Time: 10:30 AM

Attendees:

1. Dr. Aldina Braganza
2. Dr. Solly Thomas
3. Ms. Lynette Fortes
4. Dr. Michelle Fernandes
5. Dr. Brian mendonca
6. Ms. Sneha Naik
7. Ms. Manju Corderio
8. Dr. Maria Cordeiro
9. Ms. Ciena Godhino
10. Ms. Angela Quadros
11. Ms. Lina Dsilva

Special invitee: Sajani D'costa

Agenda:

1. Review of previous meeting minutes
2. Submission of AQAR
3. Naming a new best practice
4. Any other businesses

Minutes :

1. Review of previous meeting minutes:
The minutes of the earlier meeting were read by the previous IQAC coordinator and special invitee to the meeting Ms. Sajani Dcosta . The minutes were approved by Dr. Solly Thomas and seconded by Ms. Lynette D'silva. No needed amendments were considered. The minutes were reviewed for progress
2. Updates since the previous meetings:
 - The incubation center was inaugurated during Sr. Doris's visit. The director of the center is Mr. Mrunal Parsekar and Ms. Sajani Dacosta
 - The IQAC conducted a list of programs with the counselor to address the well-being of the students.
 - Ex-students were invited to conduct activities with the college
3. Submission of AQAR:
The AQAR submission was to be readied by December 2024.
A Timeline was put forth:
 - The 15th of August'24 was the date on which Criterion committees had to hand over a soft copy of their data for the AQAR to Ms. Venisa DaCosta
 - First draft of the AQAR to be ready for corrections by the 15th of Nov'24
 - Final draft for presentation to the various authorities by the 25th of Nov'24

- Last edit by the 15th of Dec 2024
- Final upload by the 20th of DEC 2024

4. Website update:

- Program outcome, course outcome, program-specific outcomes, and learning outcomes to be sent by each department
- The Intra semester assessment should match with Learning outcomes
- Ms. Sajani had requested Mariston to measure CGPA scores. A follow is needed about the same.

5. Criterion-related:

- Advanced learners versus slow learners to be identified after the first ISA. Specific Measures to be identified to help both groups of students.
- Academic Audit by Xavier board to be conducted next year 2025-26
- Green audit of the campus to be conducted. A Tree audit has been performed by Dr. Divakar Mesta from the botany department
- Industry interaction to be initiated
- The need to increase the number of MOUs between institutions
- The need to increase the number of Add on courses

6. Best practice:

- e-waste collection drive as a best practice no 1; have been conducted regularly once every two months
- Best practice 2: compassion for the elders proposed and needs fine tuning with related activities initiated for the following year.

Any other businesses:

Student representatives and criterion coordinators to be part of the IQAC for better quality control.

Delive
Coordinator
IQAC - Carmel College - Goa.