

**The minutes of the meeting of the Internal Quality Assurance Cell held on 2<sup>nd</sup> September 2016 in the IQAC Room from 9:30 a.m. onwards.**

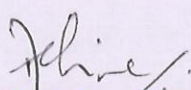
The main agenda of this meeting was to make plans for overcoming the weaknesses and to take steps to implement the recommendations of the NAAC committee report.

Sr Doris ex-Principal of Patna Women's College and Sr Lydia Ex Principal of St Anns, Mangalore were present for the meeting and they gave us tips on how we could implement changes in strengthening our systems in the college.

1. We would have to bring about changes in our ambience. They suggested to give names for different blocks, alleys, paths. They also suggested to have a campus map put up at a strategic location.
2. Since fund raising was a major drawback of our college the Sisters mentioned the various agencies which we could approach for funds. They suggested that we have a committee which included two IQAC members and two staff members for the same. They mentioned that once the information was sought by the committee we could appoint a coordinator from the office staff to follow up.

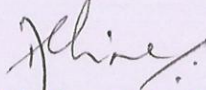
The different sources that we could tap for funds are as follows

- a. Alumni
  - b. UGC funds for infrastructure
  - c. CSIR,DST, DBT
  - d. Women and child development
  - e. UGC Seed money for skilled based courses
  - f. UGC development grant for equipment in library
  - g. UGC's CP grant for college with potential for excellence.
3. It was strongly recommended by the Sisters that the IQAC meet once a month and the minutes are put up on the staff notice board. They also requested the IQAC to assert their authority when any decision is taken.
  4. Sr Doris handed over to the IQAC a number of handouts and prospectus of the various courses offered by Patna Women's College.
  5. They also informed the members that we need to work on our PR and Brand Management.
  6. They suggested that whatever steps we take we must look at its effect on the college in totality or as one whole system. They recommended the IQAC to form the following committees- academics. Student welfare committee, Fund raising committee, Research committee, consultancy committee where the consultancy fees received by the faculty would be shared by college (60:40).
  7. They also suggested to the IQAC members to come up with a vision for the college for the next 5 years based on the vision recommended by the staff members.
  8. The Sisters were very much concerned about our library. They suggested total revamping of the library which included the process, E-facilities, interiors, furniture, and books.

  
**Officiating Principal**  
**Carmel College of Arts, Science &**  
**Commerce for Women**  
**Navem-Goa**

**Action taken report:**

1. Beautification of campus- Important Sign boards to be put up, Display of Vision , Mission at strategic places, Courses offered to be displayed at the college gate.
2. Raising funds by connecting with alumni and looking out for government and UGC schemes.
3. Academic calendar to be drafted
4. IQAC meetings to be held on 2nd Thursday of every month.
5. Vision 2021 drafted, specifying the road map for five years.
6. Library to be revamped automated and made more students friendly.

  
**Officiating Principal**  
**Central College of Arts, Science &**  
**Commerce for Women**  
**Navem-Goa**