

**The minutes of the meeting of the Internal Quality Assurance Cell held on 28<sup>th</sup> September 2017 in the Principals office from 10:30 p.m. onwards.**

The minutes of the meeting held on 1<sup>st</sup> August 2017 were read out. The minutes were proposed and seconded by Ms Cheryl Alvares and Dr. Efrem D'Sa. respectively.

**Future Plans –Generating funds for the institution:**

-The principal informed the members that the cost of screening the movie Sophiya was Rs 20000/-. We were not given discount for renting out the premises by Ravindra Bhavan as we had mentioned in the letter that we were raising funds by selling tickets .If we had mentioned donation coupons then we would have got a concession.

**Beautification in and around the campus/Entrance gate:**

-Dr Sr Lizanne A.C. informed the members that it was not possible to have an arch at the entrance as planned earlier. There was a suggestion to put up hoardings displaying the courses offered by the college on the boundary walls along the highway. The Principal informed the members that the etching of Dona Thelma our founder cost us Rs 65000/- and the painting of the stone would be done after the monsoons..

**VISION 2021**

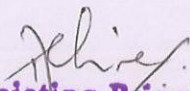
Dr Efrem D'Sa suggested that we conduct a power audit so that we have an account of electrical connections in our college. Mr Audhoot Satardekar suggested that we replace the existing bulbs with LED bulbs whenever they diffuse. He also suggested that the Principals room should have more esthetic lighting.

Ms Roxana Singh informed the members that the English Department had invited students from the higher secondary schools from the neighbourhood for a workshop they conducted on Haiku/Haibun and they had an overwhelming response. Dr Aldina Gomes informed the members that the Psychology department was organising a one day fun activity for the Carmel Higher Secondary students in November. Mr Audhoot Satardekar informed that Ms Gladys Monteiro of the Commerce Department took a few lectures for the 12<sup>th</sup> Std students of the Carmel Higher Secondary School.

**RUSA Expenditure:**

Ms Roxana Singh informed the members that we need to consider maintenance costs of equipment purchased under RUSA and also suggested to employ a technical person to take charge of the maintenance. She also suggested that a part of the next instalment of RUSA can be used to purchase a professional sound system.

The principal informed the members that the estimate of renovation of all 22 toilets was Rs45,00,000/- There was a suggestion made to construct a ramp for physically challenged students where ever possible.

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

## **A.O.B.**

Ms Roxana Singh suggested that we conduct a third ISA for the students for improvement. The members present suggested that it was better to follow the university norms.

The principal reminded the members that the amount received by departments for conducting certificate courses and workshops/seminars/ conferences had to be shared with the college in the ratio 60:40 and should maintain records systematically.

## **Action Plan:**

### **Future Plans –Generating funds for the institution:**

The Konkani movie Sophiya was to be screened on 29<sup>th</sup> September at 3:30p.m. at Ravindra Bhavan. Since it was an initiative of the staff, all the teaching faculty were asked to sell 18 tickets each .After paying off the movie producers the net profit amounted to Rs119500. The fund was deposited in the PTA account to be used for repairs and maintenance of college infrastructure.

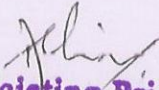
### **Beautification in and around the campus/Entrance gate:**

The Vice Principal informed that she had spoken with the architect about the hoardings regarding the college courses at the entrance. Besides, she had requested student members of the Environment Protection club to paint social messages and issues on the boundary wall on a trial basis. If that looked good then the IQAC members could take a decision to paint instead of putting up hoardings and this could be done by the students.

## **VISION 2021**

Dr Efrem D'Sa informed the members that over the years we have added plug points, switches and extended our wiring due to expansion and modification. We have not registered these changes with the electricity department. He suggested that we make a blue print of our electrical wiring and fittings taking the help of an electrical engineer. Sr Marie Christie requested Mr Audhoot Satardekar and Dr Efrem D'Sa to look into the matter.

Sr. Marie Christie informed the members that the fun day activity organised by the Psychology department for the Carmel Higher Secondary students was very good and all the students enjoyed it.

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