



SARASWAT EDUCATION SOCIETY'S

Sridora Caculo College Of Commerce & Management Studies

(Affiliated to the Goa University)

Re-accredited by NAAC with B Grade (2nd Cycle)

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC)

Date: 13/12/2022

Venue: College Conference Hall

Time-10.30am – 1.30 pm

Agenda:

1. Confirmation of the Minutes of the previous meeting.
2. To brief about the activities conducted from 12th September – 12th December 2022.
3. To present the AQAR for 2021-2022 and get it approved.
4. To present the Institutional Development Plan of the college.
5. To discuss the activities to be undertaken by the IQAC in the second half of the academic year.
6. AOB with the permission of the Chair.

The following members were present:

Prof. (Dr.) Santosh B. Patkar
Dr Smita Shrivastava
Mr Sujit / Balkrishna Parulekar
Dr Henrique D Souza
Mr Satyajit Hirve
Ms Pragati Bhonsle
Ms Nisha Gangan
Dr Shobha Karekar
Mr Pranav Samant
Mr Ramakant a/s Sahil Nayak
Mr Avdhut Gunaji
Mr Sudesh Chandelkar
Mr Guruprasad Namshikar
Ms Neharika Walawalkar
Mr Om Lotlikar

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The Principal and Chairman of the IQAC, Prof. Santosh B. Patkar, welcomed the members to the meeting. He informed the meeting that the IQAC committee had been reconstituted since the last meeting with a new Coordinator- Dr Smita Shrivastava. The new members are Dr Henrique D Souza, Dr Shobha Karekar, Mr Pranav Samant, Mr Ramakant a/s Sahil Nayak, Mr Sudesh Chandelkar and Mr Guruprasad Namshikar.

Agenda 1.

Confirmation of the Minutes of the previous meeting.

The minutes of the last meeting held on 10th September 2022 were confirmed without any alterations. Mr Satyajit Hirve proposed that the minutes be approved, and Ms Pragati Bhonsle seconded.

Agenda 2.

To brief about the activities conducted from 12th September – 12th December 2022

The Principal, Prof. Santosh B. Patkar, briefed the members about the activities conducted by the college from 12th September – 12th December 2022.

Mr Sujit Parulekar suggested that the college should take feedback/ suggestions from the (student) participants whenever the workshops /seminars /field trips are organized for them.

Agenda 3.

To present the AQAR for 2021-2022 and get it approved

The Coordinator of the IQAC, Dr Smita Shrivastava, informed members that a copy of the draft of AQAR for 2021-2022 had been mailed to all IQAC members.

Agenda 4.

To present the Institutional Development Plan of the college.

The Co-ordinator of the IQAC, Dr Smita Shrivastava, presented the Institutional Development Plan of the college.

Agenda 5.

To discuss the activities to be undertaken by the IQAC in the second half of the academic year.

Ms Pragati Bhonsle informed the meeting that the IQAC would undertake the following activities in the second half of the academic year:

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1. A 5-day National Level Training Programme on Research Methodology from 31/1/2023 to 4/2/2023.
2. A One-day State Level Seminar on NEP for Management members of educational institutions.
3. A Two-day National Level Training Programme on Stress Management and Peace of Mind.
4. A workshop on Excel for the faculties.
5. To sign MOUs with neighbouring colleges to get faculties for National Level seminars organised by the institution.

Dr Smita Shrivastava raised the issue of providing a guest house for accommodation for the delegates attending seminars and conferences organised by the college. Mr Sujit Parulekar advised to make a proposal on this issue and submit it to the Management.

Suggestions/Decisions

- It was decided to open the drop box on the 5th of every month in the presence of Student Council members.
- Shri Sujit Parulekar suggested that these suggestions received through the drop box should be presented in the subsequent IQAC meeting.
- The Principal informed that in relation to the suggestion in the previous meeting for a survey to be conducted among the teachers in order to know their needs and requirements, the questionnaire to the teachers will be sent to them in January 2023.
- Shri Sujit Parulekar suggested that a proposal relating to free ships and scholarships should be sent to the Management. He also Dr Shobha Karekar to prepare a budget for getting books for the library and present it to the Management.
- Mr Sujit Parulekar suggested that a condensed version of the IDP be presented to the management members for their input/feedback.
- Mr Pranav Samant observed that MOUs could be helpful for internships and placements.
- Mr Sujit Parulekar advised that the college should check industry requirements for internships and placements and conduct a seminar for students on the need for internships.
- He also suggested that the college should have accurate data relating to student placements.
- Dr Henrique D Souza observed that the college needs to offer a master's programme to have any chance of obtaining an A grade from NAAC.
- The college should organise seminars for TY students on topics like Research Methodology for effective data collection for research etc.



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Agenda 6.

AOB

Mr Om Lotlikar raised the issue of ACs in TY classes, to which the Principal assured that it would be available once the college reopens in January.

The Principal, Dr Santosh Patkar, announced that the next IQAC meeting would be held on 10th March 2023.

Action Taken Report on the decisions taken in the IQAC meeting held on 13th December 2022.

Recommendations	Action Taken
The drop box be opened on the 5 th of every month in the presence of Student Council members.	The drop box was opened in the presence of Student Council members.
Suggestions received through the drop box should be presented in the subsequent IQAC meeting.	No suggestions were received this time in the drop box.
A survey will be conducted among the teachers to elicit their opinions, needs and requirements.	The questionnaire has been designed and will be sent to teachers shortly for their feedback.
Dr Shobha Karekar to prepare a budget for getting books for the library and present it to the Management.	Dr Shobha Karekar has prepared the budget.
A proposal relating to free ships and scholarships should be sent to the Management.	The college is working on preparing the proposal.
The college should organise seminars for TY students on topics like Research Methodology.	The seminar for TY students will be organized in the next academic year.



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