

## **Minutes of the Meeting of Internal Quality Assurance Cell (IQAC) held on**

**Tuesday, 11<sup>th</sup> December 2018.**

A meeting of Internal Quality Assurance Cell of Vidya Prabodhini College of Commerce, Education, Computer and Management, Parvari-Goa was held on Tuesday, 11<sup>th</sup> December, 2018 at 3.30 p.m. in the Principal's Cabin. The meeting was conveyed vide notice dated 07<sup>th</sup> December, 2018.

The following members attended the meeting.

1. Dr. M.R.Patil
2. Dr. Sukhaji Naik
3. Dr. Anil Thosare
4. Shri. Arun Marathe
5. Shri. Rudresh Mhamal
6. Shri. Kedarnath Tadkod
7. Shri. Sunny Pandhre
8. Shri. Darshan Gaonkar

At the outset, Dr. M.R.Patil, Chairperson of IQAC welcomed all the members of the IQAC of the College for the meeting. He informed the members that the IQAC is reconstituted and Dr. Sukhaji G. Naik is the Coordinator and Shri. Sunny Pandhre is the Secretary of the IQAC. He also informed the members that Shri. D.P. Pednekar Sir, Joint Secretary of Prabodhan Education Society had suggested that all the seven convenors of seven NAAC Criterias' should be the members of IQAC. Accordingly, all the convenors are the members of the IQAC. He told that the cell is having 20 members which include representation from the management, academics, industry, administration, alumni, students, etc. He requested all the members to go through the guidelines about the role of IQAC in the life of the College. He said that IQAC is heart of the institution which sets benchmark for quality enhancement in different operational areas of the institution.

Minutes of the meeting held on 29<sup>th</sup> October, 2018 were read by Shri. Sunny Pandhre and were tabled for confirmation. The Principal then opened the forum for discussion and asked the members present, whether they had any objections to the minutes recorded. Having received none, the minutes were put for the vote and passed unanimously.

**PROPOSED BY: Shri. Arun Marathe      SECONDED BY: Shri. Darshan Gaonkar**



The Principal informed the members that a meeting of all the members of Internal Quality Assurance Cell (IQAC) will be held on Monday, 17<sup>th</sup> December, 2018 at 4.00 p.m. in the F.Y.B.Com. A classroom of the College. He informed the members that after the first cycle of NAAC accreditation the College has to submit Annual Quality Assurance Report (AQAR) compulsorily for every academic year in order to be eligible for the second cycle of NAAC. He said the report for the academic year 2017-18 must be submitted by the end of December 2018. Mr. Darshan Gaonkar said that the AQAR should be submitted from the academic year 2018-19 as the records pertaining to 2017-18 are already submitted for assessment. The members deliberated on the issue and concluded that clarification is to be sought from NAAC about whether the AQAR is to be submitted from the academic year 2017-18 or 2018-19.

Shri. Kedarnath Tadmok suggested that on 17<sup>th</sup> December, 2018 a presentation of the role of IQAC should be made so that all the members are aware of the importance of IQAC. He also requested Dr. Sukhaji G. Naik, to present the roadmap of all the departments of the College during the meeting so that suggestions can be made by the members.

The Chairperson of IQAC discussed some quality improvement initiatives. He said that College should activate the staff academia or study circle, where teachers can meet at least once in a week and discuss issues related to academic or social importance. Shri. Kedarnath Tadmok said that the staff academia should have objectives and set guidelines about how the Academia will function. The second quality measure discussed was industrial training for Commerce Faculty during vacation. The Chairperson told that faculty members will be motivated to go for industrial training so that they get experience of functioning of industry. Shri. Arun Marathe told that this will be helping the College to build industry-academia interface. He also said that the idea needs more deliberation before it is finalized. Shri. Kedarnath Tadmok suggested that people from industry should be invited to the College instead of Faculty members going to the industry. Shri. Rudresh Mhamal suggested that we can invite Mr. Siddesh Zantye, Company Secretary for a workshop on Advance Microsoft Excel for B.Com. Students.

The Chairperson suggested that there should be two board of studies for B.Com and B.A.B.Ed at College. The BOS will meet and discuss syllabus and suggest revision and modification to the BOS at the Goa University, Goa.

The Chairperson informed that Management has suggested going for ISO-9001 Certification for the College. He requested Shri. Kedarnath Tadmok to find out the procedure to apply for the ISO-9001 certification. He also told that Shri. Nitesh Naik is given the responsibility of submitting an application for ranking of the College by India Today. He also said that the Green Audit of the College should be completed.



Dr. Sukhaji G. Naik suggested that College should start some skill-based courses for the students. Shri. Sunny Pandhre said that skill-based courses are available under the National Skill Qualification Framework of Ministry of Skill Development and Entrepreneurship, Government of India. The members requested Shri. Darshan Gaonkar to find about such courses. The Chairperson requested the members to study the various schemes of UGC. He also requested Shri. Arun Marathe to make a presentation on UGC Schemes on 05<sup>th</sup> January, 2018 during the Staff Meeting.

The Chairperson said that faculty members will be given additional responsibility for finding updates and information from various institutional websites like UGC, NAAC, NCTE, Goa University, DHE, MHRD, etc. He told that some faculty members will be made in-charge for organizing programmes as a part of MOU with other colleges and institutions. He informed that the College will invite Dr. Gururaj Karajagi, Eminent Educationist, Founder and Chairman of Academy for Creativity Teaching, Bengaluru for a Faculty Development Programme for both College and Higher Secondary Teachers.

Having no other item for discussion, the meeting concluded at 5.00 p.m. with thanks to the Faculty members present for the meeting.

Date: 12<sup>th</sup> December, 2018.



(Shri. Sunny Pandhre)

SECRETARY, IQAC

(Dr. Sukhaji G. Naik)

COORDINATOR, IQAC

(Dr. M.R. Patil)

CHAIRPERSON/PRINCIPAL

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**Minutes Recorded & Compiled by Mr. Sunny S. Pandhre, Secretary IQAC, and Assistant Professor in Commerce, Department of Commerce, Vidya Prabodhini College of Commerce, Education, Computer and Management, Vidya Nagar, Alto- Parvati, Goa.**



## MINUTES OF THE IQAC MEETING HELD ON MONDAY 17<sup>th</sup> DECEMBER, 2018

A meeting of Internal Quality Assurance Cell (IQAC) of Vidya Prabodhini College of Commerce, Education, Computer and Management, was held on Monday, i.e. 17<sup>th</sup> December, 2018 at 4:00 p.m. in the F.Y B.Com (A) classroom. The meeting was convened vide notice dated 15<sup>th</sup> December, 2018.

The meeting was chaired by Dr. M.R. Patil, Principal and Chairperson of IQAC. The following members were present for the meeting.

1. Dr. M. R. Patil
2. Dr. Sukhaji G. Naik
3. Shri. Dynaeshwar P. Pednekar
4. Dr. Allen Abreo
5. Dr. Renji George Amballoor
6. Shri. Sunny R. Kanekar
7. Shri. Rudresh U. Mhamal
8. Shri. Pinkesh D. Dhabolkar
9. Shri. Kedarnath S. Tatkod
10. Shri. Sunny S. Pandhre
11. Shri. Darshan S. Gaonkar
12. Shri. Rajaram S. Sandye

At the outset, the Principal, Dr. M. R Patil, welcomed the members for the meeting. He informed the members that this is the first full fledge meeting of Internal Quality Assurance Cell of the College after the NAAC peer team visit on 3<sup>rd</sup> and 4<sup>th</sup> September, 2018. He informed the members that the result of the Assessment and Accreditation of the College for the first cycle was declared in the month of September 2018. He told that the College has scored 2.73 out of 4 and is accredited with B+ Grade on a seven point scale under the new rules of assessment and accreditation by NAAC, Bangalore.

The Principal informed the members that the IQAC is mandatory for the College after the first cycle of assessment and accreditation. He said that IQAC plays a very important role in improving the Quality. He requested the members of the IQAC to make suggestions for improving the quality of higher education. Shri Dnyaneshwar Pednekar said that the institution should continuously work for academic improvement. He also told that a copy of suggestions for improvement made by the NAAC Peer team must be given to all the staff members so that they can start working on the short-comings immediately. Dr. Sukhaji Naik presented the Five-Year Institutional Perspective Plan for the 2<sup>nd</sup> Cycle of NAAC Assessment from A.Y. 2018-19 to 2022-23. The plan was approved by the IQAC and will be implemented in phased manner.

Dr. Allan Abreo requested the Principal to give the hard copy of the suggestions made by the peer team members to each faculty member. He also suggested that all the Faculty members should start research paper publication in UGC listed journals and activities related to research should be encouraged by the College. The Principal read out the suggestions made by the NAAC peer team. He said that the College has already started the process of publication of a research journal of the College. He also told that currently 11 Faculty members of the College are pursuing their Ph.D and there are a total of 93 research



publications of faculty members of the College in the last six years. Apart from that the College has Bus facility for the Students.

Dr. Renji George Amballoor suggested that the Faculty members should be told to publish their research work in Scopus/Web of Science journals. He requested the Principal to inform the faculty members that they should double check the quality of the journal, before sending the paper for publication and also check that the impact factor is correct. He suggested that faculty members should participate in state level workshops, national and international seminars and conferences every year. All the faculty members should complete orientation and refresher courses. Dr. Allan Abreo suggested that the faculty member, who wishes to present a research paper at any seminar or conference, first should be told to present the same paper to faculty members in College. He said that, this step will help the faculty to get more suggestions from the other faculty members. The Principal said that this is a very good suggestion and the College will try to encourage faculty members to present their research work to other faculty members on regular basis.

Shri. D. P. Pednekar suggested all faculty members should try to publish more number of papers in UGC listed journals. He also pointed out that the College has scored less marks for admission criteria followed by the College. He said that the College for B.A.B.Ed is following the admission as per merit based on the reservation policy of the State Government of Goa. He further told that for B.Com Programme the College has a policy of first come first basis. Dr. Allan Abreo replied that for B.Com course also the College should follow the policy of admission as per merit and discontinue the policy of first come first serve basis. While discussing on the point of awards received by the faculty members of the College, Dr. Allan Abreo, said that management should constitute best teacher, best research paper awards for the faculty members during every academic year. Dr. Renji George Amballoor told that Directorate of Higher Education will start giving best research paper award to faculty member working in Colleges in Goa from the academic year 2018-19. Shri. D.P. Pednekar accepted the suggestion given by the members and said the management will think of starting awards for the faculty members.

The next suggestion made by the NAAC peer team was taken up for discussion, Shri. D.P. Pednekar told that College should initiate prizes and scholarships for the students securing highest marks in both the programmes at the Goa University examination. He requested the Principal to inform the students about the various scholarships of the state and the central government. Dr. Allan Abreo, told that the faculty members should also be told about the scholarships, so that they can inform the students. Shri. Kedarnath Tadkod informed that the college sends the scholarship forms of the students to different Government departments every year, but does not receive any information about the benefits received by the student as the amount of the scholarship is directly transferred to the beneficiaries account. Dr. Renji George Amballoor said that College has to write a letter to various government departments disbursing the scholarship and obtain a copy of the beneficiaries. Shri. Darshan Gaonkar informed that the College has received a circular from the Directorate of Higher Education that the fees paid by SC/ST students should be waived off at the time of admission to the program. Shri. D.P. Pednekar said that the Directorate of Higher Education is generous and kind to take the decision with regard to the fee waiver scheme.





The next point discussed was about the Students progression and alumni association of the College. The Principal told that the College has registered alumni association. Shri. Sunny R. Kanekar told that it becomes very difficult for the College to keep a track of the students working in different organisations. He said that sometimes employers are not ready to provide any information with regard to details of employment of the ex-students. Dr. Allan Abreo said that the same difficulty is faced by most of the Colleges in Goa. Dr. Renji George Amballoor told that College should keep a record of contact numbers and email id of all the ex-students and they can be contacted via email. Shri. D.P Pednekar suggested that along with employment details of the ex-students, the College must maintain record of internship for the students. He said that Commerce students also should be sent for internship with the Chartered Accountants, Tax Consultants, etc. Shri. Pinkesh D. Dhabolkar told that chartered accountants are not willing to offer internship to the students for two months duration. Shri. D.P Pednekar told that still request can be made from the College and a photocopy of certificate awarded to the students on completion of internship can be filed as part of documentation in the College office.

The Principal requested the members of the IQAC to give their suggestions about the Annual Quality Assurance Report (AQAR) to be submitted to NAAC. Shri. D.P. Pednekar told that there should be four quarterly meetings of the IQAC and at the end of every academic year the AQAR should be uploaded on the NAAC portal and also the College website. Dr. Renji George Amballoor suggested that the IQAC should invite Dr. R.V.Goankar for guiding the College with respect to preparation and submission of AQAR. The Principal told that the peer team members have suggested that the College should start more programs. Shri. D.P. Pednekar told that the College has already taken permission to start B.B.A. and B.C.A. programs on self finance basis. Shri. Kedarnath Tadkod informed that B.B.A. and B.C.A. programs are not popular among the students and the Colleges which have started these two programs are finding it very difficult to get students for the program. Shri. D.P. Pednekar inquired about the feedback taken by the College. The Principal informed that at end of every semester the feedback is obtained from the students about each subject teacher. Dr. Renji George Amballoor suggested that the feedback should be taken with help of Google forms. Shri. D.P. Pednekar told that along with students' feedback from the parents, teachers, alumni, employers and industry should be collected, analyzed and discussed in the staff meeting. He also requested the Principal to write a letter to Goa University, Goa to start an endowment award for the B.A.B.Ed. students standing first at the Goa University examination.

Dr. Renji George Amballoor suggested that the College should organize capacity building workshop for Faculty members and also start organizing I-create workshops for the Students. Shri. D.P. Pednekar told that Shri. Mangurish Pai Raikar and Shri. Guruprasad Pawaskar should be requested for guidance for encouraging industry-academia interface. Shri. Rudresh Mhamal suggested that the College can invite resource persons for training the students on use of advance features of Microsoft-excel. Dr. Renji George Amballoor requested the faculty members to register themselves for online courses offered by National Programme for Technology Enhanced Learning (NPTEL). He also said that the third year students should be encouraged to present findings of their project report as a research paper at seminars and conferences.





Dr. Renji George Amballoor congratulated the College on having prepared best Self Study Report. He said that many Colleges are referring the Self-Study Report of the Vidya Prabodhini College. Shri.D.P. Pednekar said that the IQAC of the College should be vibrant and should work to promote quality culture in the College. He also told that the faculty, staff and students should be disciplined and best practices of the College should be highlighted. He requested the Principal that contact details of all the committee members of anti-ragging committee, internal complaint committee and counselor should be displayed in the campus and if possible the College should start a helpline number for the benefit of the students. He also told that the College has a plan to provide hostel facilities for the girl students in near future. Shri. Kedarnath S. Tadkod suggested that the College can think of starting NCC unit. Shri. D.P Pednekar suggested that the College should make arrangements to start an online exam centre, where students can appear for mock test before answering the final entrance tests for various courses. Dr. Sukaji G. Naik told that the College is working continuously to make the campus eco-friendly and in future the College will think of using solar energy as a source of energy. Shri. Sunny Kanekar suggested that the College should instruct students of B.A.B.Ed. about sports uniform from the academic year 2019-20.


Having no other item for discussion, the meeting concluded at 5.00 p.m. with thanks to the members of IQAC present for the meeting.

Date: 18<sup>th</sup> December, 2018.



  
(Shri. Sunny S. Pandhre)  
Secretary (IQAC)

  
(Dr. Sukhaji G. Naik)  
Co-ordinator (IQAC)

  
(Dr. M.R. Patil)  
Principal/Chairman (IQAC)

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**Minutes Recorded & Compiled by:** Sunny S. Pandhre, Secretary (IQAC) & Assistant Professor in Commerce, Department of Commerce, Vidya Prabodhini College of Commerce, Education, Computer and Management, Vidya Nagar, Alto- Parvati, Goa.

## Action Taken Report of IQAC Meeting held on Monday, 17<sup>th</sup> December, 2018

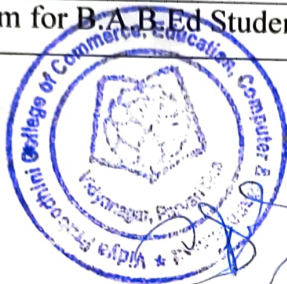
Sr. No.	Suggestions made during the Meeting	Status of implementation
1	Present research papers in National/International seminars/Conference.	Teachers started actively presenting research papers in seminars and conferences.
2	Publish papers in UGC listed, Scopus and Web science journals.	Teachers started publishing research papers in the UGC listed journals.
3	Organise State level /National/International seminars/Conferences for faculty members and students.	State Level seminars are organised and National level seminar is being planned.
4	Alumni Association needs to be strengthened.	The process of registration for the A.Y. 2018-19 is under progress. Faculty members contacting ex-students of previous batches.
5	Start internship for commerce Students.	F.Y.B.Com students are informed about internship program from May, 2019.
6	Organise faculty Development programme, Capacity Building Workshops for Staff.	Department of Commerce will organise FDP in May, 2019.
7	Organise Workshop for students in association with industry.	Career Guidance and Placement Cell working in this direction.
8	Teacher should enrol and complete certificate course (online).	Two Faculty members have registered for online courses.
9	Third year Students Should present research papers.	Students of B.A.B.Ed presented paper.
10	Create Awareness about Government Scholarships for the Students	Efforts made to create awareness through Class teachers.





11	Start working on preparation of AQAR	NAAC Steering Committee for 2023 constituted. The committee begins the work of preparing AQAR.
12	Take feedback from various stakeholders	No decision taken
13	Start NCC unit in the College	No decision taken
14	Sports Uniform for B.A.B.Ed Students	No decision taken

Date: 18<sup>th</sup> March, 2019.



*Sunny S. Pandhre*

(Shri. Sunny S. Pandhre)  
Secretary (IQAC)

(Dr. Sukhaji G.Naik)  
Co-ordinator (IQAC)

*M.R. Patil*

(Dr. M.R. Patil)  
Principal/Chairman (IQAC)

## MINUTES OF THE IQAC MEETING HELD ON THURSDAY 11<sup>th</sup> APRIL, 2019

A meeting of Internal Quality Assurance Cell (IQAC) of Vidya Prabodhini College of Commerce, Education, Computer and Management, was held on Monday, i.e. 11<sup>th</sup> April, 2019 at 4:00 p.m. in the F.Y B.Com (A) classroom. The meeting was convened vide notice dated 03<sup>rd</sup> April, 2019.

The meeting was chaired by Dr. M.R. Patil, Principal and Chairperson of IQAC. The following teaching staff members were present for the meeting.

1. Dr. M. R. Patil
2. Dr. Sukhaji G. Naik
3. Shri. Dynaeshwar P. Pednekar
4. Dr. Allen Abreo
5. Shri. Dilip Betkekar
6. Shri. Mangurish Pai Raikar
7. Dr. Kedareshwar Narvekar
8. Dr. Anil Thosare
9. Shri. Arun Marathe
10. Shri. Rudresh U. Mhamal
11. Shri. Pinkesh D. Dhabolkar
12. Shri. Kedarnath S. Tadkod
13. Shri. Sunny S. Pandhre
14. Shri. Darshan S. Gaonkar
15. Dr. Manisha Kulkarni
16. Shri. Nitesh D. Naik

At the outset, the Principal, Dr. M. R Patil, welcomed the members for the meeting. He informed the members that this is the second full-fledged meeting of Internal Quality Assurance Cell of the College.

### AGENDUM 1: Confirmation of the Minutes of the Last Meeting

Minutes of the meeting held on 17<sup>th</sup> December, 2018 were read by Shri. Sunny Pandhre and were tabled for confirmation. The Principal then opened the forum for discussion and asked the members present, whether they had any objections to the minutes recorded. Having received none, the minutes were put for vote and passed unanimously.

**PROPOSED BY: Dr. Allan Abreo**

**SECONDED BY: Shri. Kedarnath S. Tadkod**



**AGENDUM 2: Action taken on the minutes arising out of the meeting held on 17<sup>th</sup> December, 2018.**

The action taken report on the minutes arising out of the meeting held on 17<sup>th</sup> December, 2018 was read during the meeting. Among the fifteen points listed, thirteen points were already taken up for action and two points are still to be implemented. The points to be implemented are to start NCC unit in the College and to sports uniform for B.A.B.Ed Students of the College.

**AGENDUM 3: Submission of Annual Quality Assurance Report (AQAR)**

The Principal informed the members of the IQAC that data collection and compilation for the AQAR is in progress. He informed that the College has constituted NAAC Steering committee and criterion wise self-study report preparation committee for the second cycle of NAAC. He informed that all the criterion wise convenors are also made members of the IQAC. Shri. D.P. Pednekar requested all the criterion convenors to prepare a criterion wise analysis report on the basis of score sheet and analysis report received from the NAAC after the first cycle. The Principal informed that the last day to submit AQAR is 30<sup>th</sup> June, 2019. Shri. D.P. Pednekar told that the draft copy of the AQAR must be ready by 31<sup>st</sup> May, 2019. He also told that the draft copy of AQAR must be presented before the IQAC, before uploading the report on the NAAC portal and College website.

**AGENDUM 4: Post Accreditation preparation for second cycle**

Shri. D.P. Pednekar requested all the faculty members to present research papers in National and international seminars and conferences. He also requested the faculty members to publish research papers in UGC listed Journals. Dr. Allan Abreo said that Placement Cell of the College should work actively to organise campus interviews for the fourth year B.A.B.Ed. Students. Dr. Anil Thosare informed that the one placement agency has already approached the College to conduct interviews for the post of teacher. Dr. Allan Abreo told that the College must check up the background of the placement agency and also ensure the safety and security of the Students.





Shri. D.P. Pednekar said that the data pertaining to the campus recruitment and placement of the students and the information of pay package provided by the organisation must be uploaded on the College website. He also requested the office staff to create awareness among the students about the scholarship and freeships available to the students. He also suggested that mentoring scheme for the students of B.Com. and B.A.B.Ed. must be strengthened as it has a positive impact about the College in the minds of students and parents.

Shri. Mangurish Pai Raikar suggested that College should start summer internship for the first year and second year B.Com students. He requested the faculty members of the College to join Commerce Teachers Association. He requested the Principal to sign an MOU with I-Create. He told that students of Commerce should be sent vocational training and staff must write research papers having innovative ideas which can be patented. He also told that College can start a school of ideas where some professional agency can help the College for training the students to be innovative entrepreneurs. He also suggested that the College should go for faculty improvement programme in collaboration with BITS-Pillani, Goa.

He requested the Principal to organise state level seminars on the topic industry-academia interface. He also suggested that College should start a certificate course on Goods and Service Tax. He also told that the College has to take regular feedback of the industry about the employability skills of the students of the College. He said that the feedback can be taken online using various social networking platforms.

He told that a student database about their skills must be created and based on the data companies for campus placement must be invited. He told the Principal that the College must go ahead and implement the suggestions and he may be approached for any help with regard to communication with industry as a stake holder.

Dr. Allan Abreo said that a progress report of faculty members and students must be collected on monthly basis. He said that the College should organise workshops and seminar on How to avoid plagiarism in academic writing. He also requested the faculty members to start present their work to the teachers of the College, before presenting it for any seminar or conference. Mr. Arun Marathe told that the College wants to have academic circles where faculty members can meet and discuss various topics related to industry and academia.

Dr. Kedareshwar Narvekar suggested that the College should start a journal club. He said that faculty members can meet and discuss about a research paper. He requested the faculty members to also request the students to write research papers under the guidance of the



faculty members. He requested the College Librarian to find out what the students and faculty members want to read and accordingly arrange for the reading material.

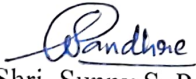
Shri. Dilip Betkekar said that he wanted to first interact with faculty and students before giving suggestions to the improvement of quality in the College. He told that learning is important and most of the time only we focus on teaching. He suggested that the College should focus on learning to learn. He said that the teacher should use various methods of teaching a subject and should not restrict themselves to the lecture method. He also suggested that the students should be made aware about the funds which are being spent by various stakeholders in higher education.

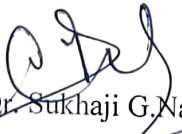
#### A.O.B.


1. Mr. Rudresh Mhamal informed that final year students of the B.Com and B.A.B.Ed have secured 1<sup>st</sup> place in merit list of GUART examination conducted by the Goa University for aspirants taking admission in the Post Graduate Departments of the Goa University, Goa.
2. Mr. Arun Marathe informed that renovation of the College Library will be taken-up during the vacation. He said that there is a proposal for making library fully air conditioned.
3. Dr. Kedar Narvekar suggested that Bio-gas plant installed in College Campus must be used to generate electricity.
4. Mr. Pinkesh Dhabolkar suggested that Swami Vivekanand Hall should be renovated and a permanent sound system should be installed at the hall.
5. Shri. D.P.Pednekar requested the Principal that the accountant should be invited for the IQAC meeting.

The meeting concluded at 6.00 p.m. with thanks to the members of IQAC present for the meeting.

Date: 13<sup>th</sup> April, 2019

  
(Shri. Sunny S. Pandhre)  
Secretary (IQAC)

  
(Dr. Sukhaji G. Naik)  
Co-ordinator (IQAC)

  
(Dr. M.R. Patil)  
PRINCIPAL/CHAIRMAN (IQAC)

**Minutes Recorded & Complied by:** Sunny S. Pandhre, Secretary (IQAC) & Assistant Professor in Commerce, Department of Commerce, Vidya Prabodhini College of Commerce, Education, Computer and Management, Vidya Nagar, Alto- Parvari, Goa.



## Action Taken Report of IQAC Meeting held on Monday, 11<sup>th</sup> April, 2019

Sr. No.	Suggestions made during the Meeting	Status on implementation
1	Preparation of AQAR	Data Collection and compilation under progress.
2	Present research papers in National/International Seminars/Conference.	08 Teachers participated and presented papers in National/International Seminars.
3	Publish papers in UGC listed Journals.	08 Teachers published research papers in the UGC listed journals during A.Y. 2018-19.
4	Career Guidance and Placement Cell to be Strengthened	13 students of B.A.B.Ed. have joined as teachers at High schools in the State of Goa
5	Start internship for commerce Students.	Few F.Y.B.Com students have completed summer internship during Summer Vacation.
6	Information of Placement of Students to be uploaded on College website	Information is being complied by members of IQAC
7	Create awareness about scholarship	Notices about scholarship circulated among all the classes. Also a copy of the notice displayed on student notice board.
8	Strengthen the Mentoring Scheme	Steps taken to improve mentoring scheme. Special focus on home visits to students.





9	Start certificate courses for students	Certificate courses to improve skills of the students started.
10	Create a database of students for organising campus interviews in the College	Creation of database in progress.
11	Up gradation of the College Library	Completed
12.	Start Academic and Journal Circles	No action Taken
13.	Organise FDP in collaboration with BITS Pillani, Goa and sign MOU with I-Create Goa	No action Taken
14.	Start school of ideas and innovation for entrepreneurs (incubation centre)	No action Taken
15.	Display information about funds spent by stakeholders of College on each student	No action Taken





(Shri. Sunny S. Pandhre)  
Secretary (IQAC)



(Dr. Sukhaji G. Naik)  
Co-ordinator (IQAC)



(Dr. M.R. Patil)  
PRINCIPAL/CHAIRMAN (IQAC)