

## **IQAC MINUTES 19<sup>th</sup> MAY 2021**

### **Members Present:**

- Dr. Lidwin Dias – Chairperson
- Mr. Elvis Thomas – Coordinator, IQAC
- Dr. Vaijayanta Anand – Member
- Dr. Prabha Tirmare – Member
- Dr. Anita Panot – Member
- Dr. Renu Shah – Member
- Ms. Sabeena Gonsalves – Admin Staff Representative

### **Apologies:**

- Dr. Anita Machado – Member
- Ms. Sonia Rodrigues – Member

### **AGENDA:**

- 1. Finalising of MSW and BSW syllabus**
- 2. AQAR 2019-20 updates**
- 3. Annual Report 2020-21**
- 4. Collating IQAC minutes to upload on the website**
- 5. Planning Faculty meeting schedule**
- 6. Any Other Business**

#### **1. Finalising of MSW and BSW syllabus:**

Dr. Lidwin discussed about the syllabus of MSW and BSW. It was decided that the MSW syllabus would be looked into by Mr. Elvis, Ms. Sonia and Dr. Renu and the BSW syllabus by Dr. Vaijayanta, Dr. Prabha and Dr. Anita Panot. It was proposed that the syllabus could be finalised by 31<sup>st</sup> May and could be presented to the Governing Body by the second week of June. All agreed to get it done by 31<sup>st</sup> May 2021.

## **2. AQAR 2019-20 updates:**

The AQAR 2019-20 data was presented by Dr. Lidwin to the members and later after explaining the process to update some missing data, the faculty members were asked to finalise the same. The names of faulty members criterion wise was discussed which is as follows –

CRITERION I – DR. VAIJAYANTA AND DR. RONALD

CRITERION II – DR. ANITA PANOT AND MS. MEGHNA

CRITERION III – DR. ANITA MACHADO AND MS. ROSHNI

CRITERION IV – DR. PRABHA AND MR. CLETUS

CRITERION V – MR. ELVIS AND MR. ALBIN/MS. PALLAVI

CRITERION VI – DR. RENU AND MS. RENY

CRITERION VII – DR. LIDWIN AND MS. SONIA

In agreement with all, the last date to submit the AQAR was finalised for 29<sup>th</sup> May 2021.

## **3. Annual Report 2020-21:**

The responsibility of the annual report 2020-21 was taken by Ms. Sonia and she would be finalizing it soon. However Dr. Lidwin requested Mr. Elvis to follow it up with Ms. Sonia as the report has to be presented both to the Governing Body and the CDC members in the upcoming meetings. It was decided to finalise the annual report by 31<sup>st</sup> May 2021 and forward the same to Dr. Lidwin in the PPT form. She would go through it and make the required changes if needed.

## **4. Collating IQAC minutes to upload on the website:**

It was discussed that Mr. Elvis and Dr. Renu would upload on the website the minutes of the last IQAC meeting. It was brought to the notice of all the members present that Ms. Jaya, Alumni member of the IQAC is not able to attend the meetings for various reasons, and hence the need was expressed to think about replacing Ms. Jaya. Dr. Lidwin would inform Ms. Jaya about it. The name of Ms. Irene was proposed and it was unanimously accepted by all the members present. Also for the student representative from MSW I it was decided to select Shanti.

## **5. Planning Faculty meeting schedule:**

All the members discussed a no of topics which could be taken for faculty meetings and a few were listed down which are as follows –

- a. Sharing of online teaching experience on 20<sup>th</sup> May 2021
- b. Sharing of Field work on 21<sup>st</sup> May 2021
- c. Review of projects SPANDAN, PRAVAAS and AYTC on 24<sup>th</sup> May 2021. It was decided to invite the IQAC external members for the presentation of all the three projects.
- d. Strategies to deal with different levels of learners in June 2021
- e. Perspective plan and policies in June 2021

All the above sessions would be held in the afternoon from 2 pm to 5 pm.

The meeting ended with a vote of thanks to the chair and one and all present.