

**Date: 18-02-2019**

## **NOTICE**

The second meeting of the IQAC for the academic year 2018-19 will be held on **Monday 25<sup>th</sup> February 2019 at 3.00 p.m.** in the Board Room in the college premises.

The **agenda** of the meeting is as follows:

1. Welcome Address- Dr. R.B. Patil (Principal)
2. An overview of activities conducted for the period November 2018 to February 2019 – Dr. Meenakshi Bawa (Coordinator)
3. Plans for the latter half of the academic year 2018-19
4. Any other business with the permission of the Chair

We kindly request you to attend the meeting. We look forward to your valuable suggestions and active participation which will go a long way in enhancing and sustaining the quality of education in our institution.

(Dr. R. B. Patil)  
Principal

## MINUTES OF THE IQAC MEETING HELD ON 25<sup>th</sup> FEBRUARY 2019

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4. Any other business with the permission of the Chair

The following members were present for the meeting:

1. Principal Dr. R.B. Patil
2. Vice Principal Dr. Rekha Gaonkar – Member
3. Dr. Ramesh V. Gaonkar- Senior Project Consultant, RUSA, Goa- Member
4. Shri. Sandeep Kadam – Associate Professor - Member
5. Mrs. Rochana Kharangate – Associate Professor- Member
6. Dr. Freda Cota e Pereira- Assistant Professor- Member
7. Shri Sanjiv K. Shirodkar - Associate Professor- Member
8. Shri. Dilip Lotlikar- Head Clerk- Member
9. Shri. Suresh Shenoy– Accountant- Member
10. Dr. Meenakshi Bawa - Co-ordinator

The Principal, Dr. R.B. Patil, welcomed the members of the IQAC. In his welcome address, Dr. Patil stated that we have undertaken a number of initiatives. As per the decisions taken by the IQAC at the last meeting, new need-based certificate courses are being conducted for the benefit of students. The main focus is on the preparation for NAAC. The Committees for NAAC were constituted in 2015 and they have been working on documentation and collecting the necessary information as required by NAAC.

The Coordinator of the IQAC, Dr. Meenakshi Bawa, read out the minutes of the last meeting held on 24<sup>th</sup> October 2018. Dr. Bawa presented an **overview of activities conducted during the period November 2018 to February 2019**. They were as follows:

### **Criterion I (Curricular Aspects):**

- More courses will be introduced in the next academic year at the B.Com. Sem V and VI level under the choice based credit system (CBCS). The students will be offered two additional courses, namely, Banking and Finance, and Cost Accounting. The college has obtained NOC from the Directorate of Higher Education, Government of Goa and affiliation from Goa University for the same.
- Institutional feedback from parents was obtained on 15<sup>th</sup> December 2018.
- Faculty evaluation by students of BA/BCom Sem I/III/V has been completed

- The institutional feedback and feedback about curriculum will be administered to all BA/BCom students in this semester.

### **Criterion II (Teaching, Learning and Evaluation):**

- Programme specific outcomes have been designed for all programmes
- Teaching plans have been prepared by all teachers at the beginning of the semester and submitted to the IQAC.
- Learning outcomes have been designed for all courses and submitted to the IQAC at the beginning of the semester.
- SWAYAM Courses: Orientation to BA/Bcom students by Assoc Prof Sandeep Kadam
- 11 BCom Sem IV students have registered for course on ‘Introduction to R’
- Asst. Prof. Shruti Nayak, Department of Mathematics, has registered for a SWAYAM course on LaTeX
- Assoc. Prof. Sandeep Kadam, Head, Dept. of IT, has registered for a course on ‘Introduction to R’

### **Criterion III (Research, Innovations and Extension):**

- Dr. Savia Mendes, Assoc Prof. , Department of Commerce, was awarded Ph.D. Degree for her Thesis “A Study of Corporate Social Responsibility Practices in India - A Critical Evaluation” by Goa University
- Prof. Champa Parab, and Prof. Veeraj Mahatme have submitted the Ph.D. Thesis to Goa University for the award of Ph.D.
- Dr. Rekha R. Gaonkar published a book entitled Inclusive Growth in India: Issues & Concerns (ISBN No. 978-81-936607-0-6.)
- Dr. Susan Deborah, Asst. Prof., Department of English, presented a paper titled ‘An ecocultural reading of transwomen in India’ at the International Conference in Seoul, South Korea in December, 2018
- MES College signed an MOU with ASEZ, Panaji on 29th January 2019
- The Foundation For Environment Research and Conservation ( FERC) in association with Murgaon Education Society and in collaboration with the Nature Club of MES College, has started a monthly lecture series , namely, “Kasturi” on issues revolving around environmental and social issues. On 1<sup>st</sup> November 2018, Shri. Sanjit Rodrigues, Managing Director, Goa Waste Management Corporation, was interviewed on the topic ‘Working towards a Zero Waste Goa.’. On 5<sup>th</sup> December 2018, Shri. Arch. Rajiv D’Silva delivered a talk on ‘ Sustainable Architecture in six (not so easy) steps.’ MES College of Arts and Commerce, Zuarinagar-Vasco recently organised a talk for nature lovers on the topic ‘Exploring Wild India: Journey of the Butterfly Man’, on 4<sup>th</sup> January 2019 as part of its monthly lecture series ‘Kasturi’.The guest speaker for the day was Shri. Issac Kehimkar, Director of iNaturewatch foundation and known as the ‘Butterfly Man of India.’ A documentary on ‘Agrarian Crisis, Climate Change and Farmers Suicides’ was

screened on 13<sup>th</sup> February 2019 for our students, teachers and people from the neighbourhood.

- The Department of Commerce organized a Financial literacy Programme on 3rd February 2019. Five BCom students visited Zari area which has been adopted by our College and addressed the people in Kannada on basic financial matters such as opening of bank accounts, how to write a cheque, etc. These students visited Zari again on 24th February 2019 and addressed the ladies on basic banking facilities.
- The NCC Cadets, NSS Volunteers and members of the Students Council of MES College of Arts and Commerce, Zuarinagar, Vasco, organized a donation drive in support of the distressed people of the state of Kerala which has suffered its worst flood in decades. A total sum of Rs.1,40,000/- was collected through this donation drive. The donation amount was credited to the Kerala Chief Minister's Relief Fund.
- The Legal Services Authority conducted a legal awareness programme in association with the Department of Psychology on 12<sup>th</sup> January 2019. Adv. Smita Sail addressed the M.E.S H.S.S students on 12th of January 2019 on the topic, 'Legal Aspects of Child Sexual Abuse'. Asst. Prof. Cedila Pereira e Gomes, delivered a session on 'Child Abuse- A Psychological Impact'.

#### **Criterion IV (Infrastructure and Learning Resources):**

- The library has a total collection of **32450** books and subscribes to about **76** periodicals, **19** local and national newspapers. During the year 2018-19, **986** books were added to the library collection.
- As an extension activity our college library has extended its services to about 16 community members of Zuarinagar and a number of ex-students.
- Playground work in progress: Widening and levelling of the ground, cricket pitch and long jump pit is in progress.

#### **Criterion V (Student Support and Progression):**

- With an intention to train the students for various competitive examinations MES College of Arts and Commerce, Zuarinagar has established a **Centre for Competitive Examinations**. The Centre intends to provide training for the students with subsidized fees for various competitive examinations like Staff Selection Commission, IBPS, Bank-PO, Insurance, Railway Recruitment Board Exams, GPSC, CAT and various government exams. The college has hired professionally experienced faculties for the same. Assistant Professor Dattaprasad Shirgurkar is appointed as the Coordinator of the Centre for Competitive Examinations. The inaugural program of this Centre was held on 8<sup>th</sup> Dec 2018. Shri. Shashank Mani Tripathi, Deputy Collector and Sub-Divisional Magistrate of Tiswadi block was the Chief Guest for the program. The coaching classes commenced in January 2019 and are planned for 60 hours. 56 students have registered for the same
- The Placement Cell has been very active. 11 companies, HQ Hotel, Parinati Solutions, Magsons Superstores, TWF Flour and Titan Time Product, The Queeny Hotel, PNG

Jewellers, Vivo Pioneer Mobile Private Limited, ITM Sales Academy, Investment Bulls Goa and Travel Retail Services, Goa visited the MES College Campus & selected 72 students from a total of 273 students who appeared for the interviews. Travel Retail Services, Goa have not informed us about the students selected as yet. 27 students had applied for posts at Vedanta Pvt. Ltd. Placement drive by Goan Institute International Consociation of Education Pvt. Ltd. (GICE) and ICICI Prudential will be conducted on 25th and 27th February 2019 respectively.

- A Certificate Course of 2 credits (30 hours) in 'Practical Banking' has been organized by the Department of Economics. Mr. Suresh R. Parrikar, former Managing Director, Bicholim Urban Cooperative Bank Ltd., is the resource person for the course. The course commenced on 9<sup>th</sup> February 2019. 112 students have registered for the course. Due to the overwhelming response from students, the course is being conducted for two batches of students. The second batch will commence on 27<sup>th</sup> February 2019.
- A Certificate Course in Written Communication of 2 credits (30 hours) has been organized by the Department of English. 21 students have registered for this course which commenced on 7<sup>th</sup> January 2019. The course is being conducted by Mr. Cicero Silva.
- The BCA Department conducted its "Technosparks 4.0" event on 18th December 2018 for Higher Secondary Students. M.E.S Higher Secondary School won the first place.
- A State level Seminar, Sanshodhan, on the theme 'Factors Influencing Investment Opportunities in India' was organized by the M.Com. Department on 11<sup>th</sup> December 2018. 25 participants from 6 colleges participated for the event. A total of 16 papers were presented at this seminar.
- A State level Inter-Collegiate Psychozest event was organized by the Department of Psychology on the theme 'Adolescents: Conflict Management' on 17<sup>th</sup> January 2019. 9 colleges participated in this event.
- A State level ECOFEST was organized by the Department of Economics on 22<sup>nd</sup> February 2019. A students seminar on the theme 'Informal Sector In Goa: Issues And Challenges' was a part of this event. 74 participants from 10 colleges participated in this event.
- The Arts Fiesta was organized for the first time jointly by the Departments on 11<sup>th</sup> January 2019 wherein the students were given a platform to exhibit their talents in various competitions.
- Commerce Fiesta was held on 12<sup>th</sup> January 2019
- Seven students have registered for coaching classes for CA Foundation during 2018-19.

#### **Criterion VII (Institutional Values and Best Practices):**

- The College has tied up with Goa Waste Management Corporation for segregation of dry waste. There are dustbins situated across the campus. The dry waste is then segregated into three categories, namely, paper and cardboard, plastic and glass and metal. This is handed over to the Goa Waste Management Corporation for the purpose of recycling.

- The Gender Champion Cell organized a workshop on Gender Roles for the students of the college on 17 December, 2018. Ms. Kavipriya Moorthy, Chennai-based author, TEDx speaker, Poet and blogger and Mr. Sri Sudharshan, an MBA graduate with 13 years of experience in BPM, IT sales and marketing, an avid blogger were the resource persons. The duo discussed roles of gender in everyday life and in the industry.
- The following guest lectures/talks by eminent personalities were organized:
  - A presentation on ‘Current Education And Job Markets Scenario In India’ was made by Founder and Managing Director of Maxcell Institute of Professional Studies Shri Shyam Manavat on 18<sup>th</sup> December 2018. Ms Kanan Nandi spoke on ‘Career in Body Language’ and shared her experience on the occasion.
  - A talk on ‘Career Opportunities for the students of B.A/B.COM semester VI’ was organized by the Career Guidance Cell on 6<sup>th</sup> December 2018. The resource person, Assoc. Prof. B.V. Kolekar, addressed students on different career opportunities available to B.Com/B.A. after completion of their graduation.
  - Ms. Viveka Naik our alumni of Batch 2009 sharing her experiences in industry with FYBBA and SYBBA students on 5th November 2018 as part of the subject , interaction with executives. Viveka joined 'The Queeny' in 2013 as Executive Sales after 2 years she joined ' Planet Hollywood where she joined as Senior Executive Sales and rose to the rank of Asst. Manager Sales. Recently she joined 'The Leela' which is in the list of top 20 hotels of the world as Assistant Manager Sales.
  - Ms. Mignonne Misquita our alumni from Batch 2004 and Service Operations Manager at IDBI ( Vasco) interacted with students of FYBBA and SYBBA on 13th October 2018 and shared her experiences from the HR and Finance departments.
  - The Mystic Riders interacted with BBA and BBA (shipping and logistics) students on 27th October 2018. The topics covered were ‘Preparing for your career by Developing Additional Skills’ and ‘Road Safety.’
  - Mr. Ramchandra Prabhu Salgaonkar, Founder Marketing Warriors and Shahapedia Heritage Walks interacted with the FYBBA students
  - The Value Education Cell organized a talk on Human Dignity in December 2018 by Mr Asif Hussain , The Students Islamic Organisation of India.
  - Guest Lecture by Dr. P. Sriram, Department of Commerce, Goa University, on the topic ‘Derivatives’ was organized for the M.Com. students on 23<sup>rd</sup> February 2019.

**The IQAC Coordinator also highlighted the achievements of our students and teachers.**

#### **Students’ achievements**

- Cadet Punit Kumar Yadav represented Karnataka and Goa Directorate in the Republic Day Parade held on 26th January 2019 at New Delhi. He participated in the PM’s Rally.
- Naval cadet Arjun Gadewad and Darmendrakumar Bind completed a 10-day group level camp at Yachting Regatta Mysore, Karnataka. The cadets got short-duration sea experiences, furling and unfurling large-sized sails on tall masts and negotiating strong

sea winds off the East coast of India. They were the only naval cadets from Goa to participate in this camp

- Mr. Madhukar Goghale, SYYBBA (Shipping and Logistics) student of MES College of Arts and Commerce, Zuarinagar, won the Silver Medal at the International Combat Martial Arts Open Karate Championship 2018 which was organised by the Combat Martial Arts Association, India at Mumbai on the 4<sup>th</sup> November, 2018.
- Mr. Abbas Shaikh, a TYBBA student from MES College of Arts and Commerce, Zuarinagar-Vasco, was awarded the 'Best Management Student of the year (Undergraduate)' award for the year 2018-2019, by Goa Management Association on 28<sup>th</sup> September, 2018.
- Our Women's Volleyball Team emerged as the Runners-up at the Inter-Collegiate Women's Volleyball Championship 2018-19 organized by Goa university held from 23<sup>rd</sup>-25<sup>th</sup> January 2019
- Our Women's Volleyball Team emerged as the Runners- Up at the Inter-Collegiate Women's Volleyball Championship 2018-19 organized by Vidya Prabhodhini College, Porvorim which was held on 22nd January 2019
- Our team emerged as Runners-up of 4<sup>th</sup> Edition of Inter-collegiate Traditional Sports Festival organized by Fr. Agnel College of Arts and Commerce held on 19<sup>th</sup> February 2019.
- Mr. Madhukar Ghogale and Miss Prachi Palekar were a part of the Goa State School Team in Tang So-Do for U-14, U-17 and U-19 as Coach and Manager respectively which participated in the 64th National School Games held at New Delhi from 2nd-9th January 2019.
- Saloni Talavanekar FYBBA (Shipping and Logistics) and Madhukar Ghogate SYBBA (Shipping and Logistics) won Bronze in Taekwondo at University Games 2018
- Prasad Satardekar student of FYBBA (shipping and logistics) and President Mormugoa Yuva Manch organised "Yuvaotsav" a State level competition for the youth of Goa on 25th August 2018
- MES team emerged as winners of Inter-Collegiate Men's Kabaddi Championship 2018-19 organized by Goa university which was held from 16th-18th January 2019.
- Miss. Kefira Rogdrigues represented Goa State at the Senior Nationals in Table-Tennis held at Orissa from 3rd- 10th January 2019.
- Flagan Rodrigues of class S.Y.B.A and Mr. Kashinath Rathod of class F.Y.B.A represented Goa State at the Khelo India Youth Games 2018-19 held at Pune from 9th-20th January 2019.
- Mr. Sanjay Rathod represented Goa Senior Men's Kabaddi Team at 66th Junior Kabaddi National Championship held at Raigarh, Maharashtra from 28th January 2019 to 31st January 2019.

- Mr. Vishal Rathod represented Goa Junior Men's Kabaddi Team at 45th Junior Kabaddi National Championship held at Kolkata, West Bengal from 15th February 2019 to 18th February 2019.
- Mr. Kashyap Bakhle and Mr. Krishnan Unni are currently representing the Goa State U-23 Cricket Team in the U-23 One Day Cricket Championship held at Hyderabad organized by BCCI. The tournament will be held from 13th February 2019 to 12th March 2019.
- Mr. Sanjay Rathod and Mr. Vishal Rathod represented Goa University in Kabaddi held at S.R.T.M.U, Nanded in the month of November 2018.
- Kashyap Bakhle and Krishnan Unni represented Goa University Men's Cricket Team which participated at West Zone Inter University championship held at Veer narmad South Gujarat University, Surat from 19th December 2018- 30th December 2018.
- Flagan Rodrigues and Suresh Lamani were the members of team which finished Fourth Place at All India Inter-University Football Championship held at Mumbai University in the month of December 2018.
- Miss Uzma Sayed, Miss Sujidha Naik and Miss Bhakti Dabolkar represented Goa University Women's Cricket Team which participated in the West Zone Inter-University Cricket Championship which was held at Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur from 30th January 2019- 5th February 2019.
- An outstanding NSS volunteer of MES College, Achari Vignesh Subramani attended the National Adventure Camp in Manali from 28th Oct to 6th Nov 2018. He was among the 20 selected volunteers among all the colleges and higher secondary schools of Goa.
- An outstanding NSS volunteer Shameer Ibrahim E.P. attended the National Integration Camp in Kerala from 16<sup>th</sup> Dec to 21<sup>st</sup> Dec 2018. He was among the 20 selected volunteers among all the colleges and higher secondary schools of Goa.
- Coaching classes are being conducted for CS Foundation. 8 students were registered for the classes in 2018. 5 students have cleared CS Foundation in the first attempt.

### **Teacher's achievements**

- BBA Course Coordinator Ms. Semele Sardesai, was felicitated by Lions Club of Murmagoa for her contribution in the field of education on 7th October 2018
- Shri Pramod Pawar, Assistant Professor in Marathi was a recipient of 'Natyacharya Khadilkar Puraskar' awarded by Savitribai Phule University, Pune in July 2018.

### **Plans for the last quarter of 2018-19**

1. Academic Audit will be conducted for B.A./B.Com programmes in April/May 2019.
2. The Department of Commerce will be conducting a certificate course of 2 credits (30 hours) on Tally ERP 9 with GST. This is expected to commence in March 2019
3. The Department of Economics is in the process of undertaking an extension activity on 'Motivating Housewives to undertake Entrepreneurial Activity.'

4. Coaching classes for CS Foundation will be conducted by the Department of Commerce from March 2019 onwards.
5. Upgradation of college website will commence in March 2019.
6. The Department of Psychology will be organizing an ICSSR sponsored National Conference on 'Enhancing Mental Health throughout the Life Span: Issues, Challenges and Interventions' on 1<sup>st</sup> and 2<sup>nd</sup> March 2019.

The following **suggestions** were put forward:

1. Since we are due for NAAC accreditation in 2020, it is necessary to validate all data collected so far. The figures for the quantitative metrics should be accurate.
2. The chairpersons of the NAAC Committees should be requested to submit the data collected so far to the NAAC Steering Committee.
3. The college should register on the NAAC website for the Revised Accreditation Framework by August 2019.
4. We should submit the IIQA latest by November 2019. The time line for online submission of Self Study Report is 45 days from the date of acceptance of Institutional Information for Quality Assessment (IIQA).
5. Teachers can be encouraged to enroll for ARPIT (Annual Refresher Programme in Teaching) which has been launched by the MHRD, Government of India.
6. Each Department should identify SWAYAM courses in their subjects. We also need to track the progress of those who have registered for SWAYAM courses.

**The following decisions were taken:**

1. The chairpersons of the NAAC Committees will be requested to submit the data collected so far to the NAAC Steering Committee by April 2019. They will be required to submit the information for quantitative and qualitative metrics.
2. The college will register on the NAAC website for the Revised Accreditation Framework by August 2019.
3. The college will submit the IIQA by end of November 2019. Hence, the Self-Study Report should be ready by August/ September 2019.
4. All teachers will be informed about the submission dates.

The meeting ended with the vote of thanks proposed by the Vice Principal, Dr. Rekha Gaonkar.

**Dr. Meenakshi Bawa**  
**Coordinator, IQAC**