

Date: 30-10-2019

NOTICE

The second meeting of the IQAC for the academic year 2019-20 will be held on **Friday 8th November 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. Rekha R. Gaonkar (Principal)
2. Brief review of activities conducted from September 2019 to November 2019 – Dr. Meenakshi Bawa (Coordinator)
3. Progress of NAAC Preparation
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. Rekha R. Gaonkar)
Principal

MINUTES OF THE IQAC MEETING HELD ON 8th NOVEMBER 2019

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3. Progress of NAAC Preparation
4. Any other business with the permission of the Chair

The following members were present for the meeting:

1. Principal Dr. Rekha Gaonkar
2. Mrs. Lalita Joshi –Director, Planning & Development Wing, Murgaoon Education Society- Member
3. Dr. Ramesh V. Gaonkar- Senior Project Consultant, RUSA, Goa- Member
4. Prof. Rahul Tripathi - Head, Department of Political Science, Goa University, Goa- Member
5. Mr. Binayak Datta- FCA, Chartered Accountant, Senior Corporate Consultant and Trainer- Member
6. Shri. Vivek Gupta - Managing Partner, Raj Resorts & Proprietor, Raj Resorts Homehotel, Goa - Member
7. Advocate Dileshwar Naik- Member
8. Dr. Champa Parab – Associate Professor- Member
9. Shri. Sandeep Kadam – Associate Professor - Member
10. Shri. Ashish Joshi – Associate Professor - Member
11. Shri. Sanjiv K. Shirodkar – Associate Professor- Member
12. Mrs. Cedila Pereira e Gomes- Assistant Professor- Member
13. Shri. Dilip Lotlikar- Head Clerk- Member
14. Shri. Suresh Shenoy– Accountant- Member
15. Dr. Meenakshi Bawa - Co-ordinator

The Principal, Dr. Rekha R. Gaonkar, welcomed the members of the IQAC. In her welcome address, Dr. Gaonkar stated that we are in the process of finalizing our Self-Study Report which would be submitted shortly to NAAC. Dr. Rekha Gaonkar also stated that a number of quality initiatives have been undertaken by the college, especially over the last five years.

The Coordinator of the IQAC, Dr. Meenakshi Bawa, read out the minutes of the last meeting held on 28th August 2019. Dr. Bawa presented a **review of activities conducted from September 2019 to November 2019**. They were as follows:

Criterion I (Curricular Aspects):

- The CBCS has been introduced in this academic year for First year BCA courses.

- New courses have been introduced for the B.Com. Honours programme for Semesters V and VI, namely, Cost Accounting Major and Banking and Financial Services Major.
- The Department of Information Technology conducted Online IT Lab Faculty feedback by the students who have offered GE & SEC in the subject of Computer Science.

Criterion II (Teaching, Learning and Evaluation):

- Course outcomes have been designed for all courses across all programmes (BA/BCom/BCA/BBA/BBA(S &L)/MA/MCom) and submitted to the IQAC. These are uploaded on the college website.
- Compliance of teaching plans have been prepared by all teachers and submitted to the IQAC.
- Peer learning was conducted for several courses.
- The Department of Information Technology makes use of Google Class Rooms(LMS) for B.A./B.Com. Sem I/III in Generic Elective courses and Skill Enhancement course. Various types of materials such as syllabus, teaching plan, unit wise teaching material, additional reference, question bank, question paper format, Question Papers(Theory & Practical), rules to be followed in the IT lab, Journal Submission Notice, Assignments(ISA II) of all students , videos, PPTs, PDFs, etc. are being uploaded in these Classrooms. Students were asked to upload the softcopies of assignments in these classrooms apart from the submission of hardcopies. The faculty members from other departments also make use of Google Classroom.

Criterion III (Research, Innovations and Extension):

- Dr. Veeraj Mahatme has defended his Ph.D. theses successfully. At present, 14 faculty hold a Ph.D. degree, 3 faculties have submitted their Ph.D. theses and 13 faculties have registered for Ph.D.
- The Memorandum of Understanding was renewed with Institute of Management Education and Research, Belagavi and signed on 26th September 2019.
- The Foundation for Environment Research and Conservation (FERC) in association with Murgaoon Education Society and in collaboration with the Nature Club of M.E.S. College, organized the third lecture of the Kasturi series of lectures on 11th September 2019. The guest speaker, Mrs. Apurva Apte, an energy auditor from the NGO ‘Shubhankar Environment Services’ spoke about how each individual could be an energy champion. The Kasturi series of lectures celebrated their first anniversary on 9th October 2019. The youth icon of Goa Padmashri Wendell Rodricks was the guest of honour. Shri Wendell Rodricks talk revolved around being the pluralist persona. He spoke his early life and his foray into the world of fashion designing. He spoke in being true to his roots he achieved more fame. He strongly suggested that if we love what we do then our job will be our hobby. He also spoke how important it was to delegate work. He stressed on the importance of working for charity and how important it is to help the society and also not to be afraid to fight for a cause which one believes in.

- The NSS Unit of M.E.S. College, Zuarinagar successfully conducted a Blood Donation camp on 19th Sept 2019 in collaboration with the Lions Club of Cortalim, Hindustan Petroleum and the Blood Bank of Goa Medical College. A total of 104 persons donated blood.

Criterion IV (Infrastructure and Learning Resources):

- The college website has been upgraded.
- Implementation of ERP is in process.
- The following modules are ready: online admissions, online attendance, attendance through Android app, examination, LMS
- The HR module is in process,
- Integration of tally software with the ERP will be ready shortly.

Criterion V (Student Support and Progression):

- The Placement Cell of M.E.S. College has prepared a report on the highest, lowest and average salaries offered to students by organizations at the time of recruitment. The details are as follows:

Academic Year	Number of students participated	Number of students placed	Highest salary (₹ per annum)	Lowest Salary (₹ per annum)	Average Salary (₹ per annum)
2014-15	192	19	1,56,000	1,20,000	1,38,000
2015-16	96	75	2,16,000	1,20,000	1,77,500
2016-17	219	51	2,50,000	1,20,000	1,70,964
2017-18	238	46	2,40,000	1,30,000	2,00,486
2018-19	395	81	3,60,000	1,20,000	2,17,892

- The Entrepreneurship Hub of the College organized an Ideation Bootcamp on 30th August 2019. Ramchandra Prabhu Salgaoncar from FiiRE, the incubation center of Don Bosco College of Engineering, Fatorda addressed students of B.Com. Semester V, B. Com. Semester III and MCom. The session was about entrepreneurial ideas and the journey to implementation, with the pitfalls on the way. The speaker gave examples of products that were implemented much before time as well as ideas that were developed by one business entity but made successful by others. Follow up activities will be conducted at FiiRE and students will be informed of the same by email, which were collected through feedback forms. 96 students participated in the program.
- The Commerce Association organised an Inter-higher Secondary Business Quiz on 30th August 2019. 6 higher secondary schools participated in this quiz.
- A Certificate Course on ‘Basics of Western Classical Music (Pianoforte)’ commenced on 28th September 2019. 16 students including 3 faculty members have registered for the course. The resource persons for the course are Dr. Meenakshi Bawa (Associate

Professor, Department of Economics), Ms. Michelle D'Mello (Assistant Professor, Department of English) and Ms. Bharavi Kharangate (B.Com. Semester V & VI).

- The NSS unit of M.E.S. College organized a Self-defence program to equip women with self-defence techniques on 26th September 2019. The resource person was Mr. Anil Kumar Pawar, martial art expert, a two-time gold medalist at the national level and one-time international level gold medalist in Nepal.
- The Economics Club organized 'Business wars', which aimed at creating a business simulation for students to experience and discover the challenges and opportunities that an entrepreneur faces. The event was split in two rounds. The first round of business wars was successfully conducted on 30th August 2019. A total of 18 teams participated in Round I, comprising of Commerce and Arts streams. A total of 75 students participated and 35 students volunteered at Business Wars 2019.
- The Department of English organized the seventh edition of 'Fun with Literature' to initiate and enhance love of literature among the Higher Secondary students of Mormugao taluka. The theme for this year's event was Fun with Drama. Five skits were presented by the Skill Enhancement Course students of BA Semester III as part of their paper Text & Performance. A monologue competition was organized for the HSS students.
- The Department of Sociology of M.E.S College of Arts and Commerce, Zuarinagar organised their Annual Inter-Collegiate event 'Socio-Expressions' on the theme 'Women's Empowerment, Social Change and Development' on 19th September 2019. The sub-themes were 'Eliminating Gender bias in the educational field, Abolition of Triple Talaq, Welfare services for women: Protective homes for women, recourse to social, economic and legal aid, and Empowerment of women through various legislative measures. Mrs. Aparajita Chatterjee Menon, a sociologist by profession and presently an Image and lifestyle coach, was the Chief Guest.
- On 28th September 2019 and 4th Oct. 2019, sessions on SPSS were organized in the IT Laboratory for the students of B.Com. Sem III, as a part of Data Analytics in the course of Computer Applications for Business I (Skill Enhancement Course) by Associate Prof. Ms. Gouri K. Manerkar, Department of Economics
- The BCA Department conducted a session for TYBCA students on their Project title "Community App and Robotics Integration". Mr. Anish Quenim Founder Verna Police 'Crocs and Cops' Community Policing Unit was the Guest lecturer for the same.
- The BCA department organised a "HOMECOMING" team building event for FYBCA students on 4th October 2019.
- A chocolate making workshop was organized for girl students as well as faculty of MES College by Women's Centre 'Jyoti' of MES College in collaboration with Rotary Club of Vasco Port town recently in the seminar hall. 79 students and 7 faculty members participated in the workshop.

- The Department of Psychology of M.E.S College of Arts and Commerce- Zuarinagar released the third edition of the Department magazine named 'SVADHYAY' on 27th September 2019.
- The Psychology Department organized the screening of a movie 'The Butterfly Circus' on 9th October 2019 in collaboration with Sangath, an NGO working in the field of mental health as part of the World Mental Health Day Program. The movie screening was attended by around 80 psychology students and N.S.S volunteers.
- The Department of Psychology of M.E.S College of Arts & Commerce, Zuarinagar-Goa in collaboration with South Goa Zilla Panchayat and Ravindra Bhavan-Baina screened a film, 'Zindagi Zindabad'(a film on AIDS) for the M.E.S College and Higher Secondary students of Mormugao taluka on the 3rd of October 2019 at Ravindra Bhavan, Baina – Vasco. Dr. Mohan Agashe, renowned actor, director, producer and psychiatrist was the Chief Guest for the event. The students of BBA were also taken for the screening of the film as part of the course Psychology, Emotional Intelligence and Theatre Art. After the movie, there was an interactive session with Dr. Mohan Agashe (Psychiatrist, Director, Actor) and officials of Goa State AIDS Control Society. They touched on the behaviour towards HIV +ve persons and emotions like fear, anxiety, depression, remorse and the like. A total of over 750 students from M.E.S College, Higher secondary schools and program officers from various NGO'S working in the field of HIV/AIDS like Presentation Society, Zindagi etc. watched the film.

Criterion VII (Institutional Values and Best Practices):

- The IMO (International Maritime Organisation) theme for 2019 was "Empowering Women in Maritime Community". On the occasion of World Maritime Day, The BBA (Shipping and Logistics) department felicitated two eminent women from the Port town of Vasco, for their contribution and making a name for themselves in the Maritime Industry Mrs. Madeline Pereira and Ms. Siddhi Salgaoncar on 10th October 2019. Mr. B.S. Mathur, Chairman of Marine Engineers, India – Goa Branch was the key note speaker.
- The Department of Tourism and Travel celebrated World Tourism Day on 28th September 2019. The event focused on this year's international theme 'Tourism and Jobs: A Better Future For All' . The Chief Guest for the event was Mr.Laximikant Vaigankar, General Manager of GTDC.
- The Women's Cell 'Jyoti' of MES College of Arts and Commerce, Zuarinagar organized Thali decoration and Bunting Competition on 28th August 2019 at 1.00 pm onwards till 3.30 p.m. in the college premises on the eve of Ganesh Chaturthi. 57 teams comprising of 171 students participated in the thali decoration competition and 20 teams comprising of 100 students participated in the bunting competition.
- The Department of English, M. E. S. College of Arts & Commerce recently organized a tribute to Toni Morrison, a Nobel Laureate recognized for her Afro- American writing and notable works.

- The Association of Art and Culture of the MES College of Arts & Commerce organized sixth annual inter-class Ghumat – Aarti and Makhar – Making Competition on the occasion of Ganesh Chaturthi on 31st August, 2019. A total of 165 students participated in these competitions.
- ***The following guest lectures/talks by eminent personalities were organized:***
 - Padmashri Wendell Rodricks conducted a session for BBA students on how to integrate socially responsible practices with the business. He gave several examples from his profession wherein he contributed toward the greater good of society.
 - Adv. Shailesh Kulkarni, Career Counsellor from Ponda conducted a Career Guidance Programme for TYBBA (Shipping & Logistics) students on 10th October 2019.
 - NSS unit of MES College of Arts and Commerce, Zuarinagar Goa in Collaboration with Value Education Cell organised a talk on “Values, morals and etiquettes” on 21st September 2019. The resource Person for the talk was JCI senator Shri Nirmesh Tyagi.
 - The NSS Unit of MES College, Zuarinagar celebrated Poshan Maah in collaboration with JCI, Vasco and organized a talk on ‘Obesity by Dr. Shweta Varshaney on 25th Sept 2019 Dr. Varshaney has been working in hospitals in Pune and Mumbai for last 12 years. For the past 4 years, she has been working as a consultant Physiotherapist at Lions Club Physiotherapy Centre, Vasco. She is also a co-ordinator of Sankalp School for Special Children at Goa Naval Area.
 - The NSS Unit of MES College, Zuarinagar celebrated Poshan Maah in collaboration with JCI, Vasco. To commemorate the same an awareness program on the topic Nutrition diet was organized on 23rd September 2019 at 2:30 pm. Mr. Ravi Kumar, presently working as a team leader at Commscope, Verna was the guest speaker.

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

Students’ achievements:

- District Mental Health Program, Hospicio Hospital, Margao; organized Mental Health awareness activities to commemorate World Mental Health Day. Keeping in mind, this year’s theme “Mental Health Promotion and Suicide Prevention”, DMHP South, organized a Mime competition for College students on 7th October 2019. The Psychology students of M.E.S College of Arts and Commerce, Zuarinagar-Goa secured the 2nd place for the Mime Competition.
- M.E.S. College team comprising of 14 students won the third prize for the inter-collegiate pre-seminar and Short Film Competition on the “Literary contributions of Shree Damodar Mauzo and his journey as a writer and Thinker” organized by Government College of Arts, Science & Commerce, Khandola.
- Students of MES College participated and won prizes at the annual inter-college fun festival “Plexus-2K19” organized by the Students’ Council of Goa Medical College & Hospital, Bambolim, Goa held from 27th to 29th September 2019. Our team won the first

prize for carom and bottle painting, second prize for street play, photography and videography, and third prize for flag painting and best out of waste.

- Two cadets of the NCC Army Girls Wing have are presently attending the 'Ek Bharat Shreshtha Bharat' camp which is being held at Mysore from 6th November to 16th November 2019.
- A total of 26 NCC Naval cadets attended the following camps in September and October 2019: All India Nau Sainik Camp at Vishakapatnam, Konkan Odyssey at Karwar, Yachting Regatta at Mysore, Annual Training Camp at Valpoi and RDC at Bangalore.
- Cadets Ajit Kumar Prajapati, Yash Gawade and Sole Inamdar participated in the RDC –I camp held at Dharwad from 26/ 09 /2019.
- Cadet Yash Gawade and Sole Inamdar participated in the RDC –II and RDC -III camp held at Belgavi in October 2019
- Cadet Ajay Yadav participated at Kerala Track-I held at Kulumavu from 06/10/2019 to 13/10/2019.
- Cadet Shaikh Abdul Mujahid participated in 'Ek Bharat Shrestha Bharat' camp held at Mysore from 5/11/2019 to 11/11/19.
- Cadet Abhishek Manoj Yadav participated in Rock Climbing camp held at Gwalior from 31/10/2019 to 11/11/2019.
- Miss Nimisha Shetye of TYBCOM was selected to represent Goa in the All India and South Asia First Division Rugby Tournament held in Kolkata from 18th September 2019 to 28th September 2019.
- Mr. Shubham Kurane won Gold Medal in ASI Weight Category in Aerosqay and Silver Medal 58kg Category in Aerosqay in the 14th All Goa Sqay Martial Art State Level Championship 2019-20 organized by Sqay Association of Goa held on 20th and 21st July 2019.
- Mr. Shubham Kurane won Gold Medal in ASI Weight Category in Senior & Individual Event in Aerosquay and Gold Medal in Mix - ASI in Senior & Team Event as Aerosqay in the 20th Sqay National Championship held at Indoor Stadium Rohru District, Shimla, Himachal Pradesh.
- Mr. Gaurang Parab, Ms. Deepali Padwalkar and Ms. Bhakti Dabolkar represented Goa State in Softball at the 16th Senior South Zone National Softball Championship held from 8th September 2019 to 10th September 2019 at SPTRKM E.M High School Chilakaluripet, Guntur District, A.P.
- Mr. Sachin Malik represented the Goa Tennis Ball Cricket Men's Team in the 27th Junior National Tennis Ball Cricket Championship held from 2nd to 5th October at Nagpur, Maharashtra.
- Mr. Ribhav Sardessai represented Goa State in Senior Football Men for the National Football Championship for Santosh Trophy which was held in Goa from 22nd September 2019 to 27th September 2019.

- Mr. Ajay Bind of MCOM won the GVM's Cross Country 2019 – 'Fit India Movement' organized by Goa Vidyaprasarak Mandal in association with Dr. Dada Vaidhya College of Education, Farmagudi in the 10 Kms Category held on 13th October 2019.
- Mr. Bhushan Patil won Hercules 2019 –Inter Collegiate Fittest Man Championship organized by Don Bosco College, Panjim on 28th-29th August 2019.
- Mr. Deepak Patro, and Mr.Suraj Singh Rawat won bronze Medals at the inter-collegiate Powerlifting Championship organized by Goa University held on 22nd and 23rd August 2019.
- Mr. Vijay Kumar, Mr. Prashant Barai and Mr. Suraj Bind won Silver Medals at the Inter-Collegiate Men's Taekwondo Championship organized by the Goa University held on 17th and 18th September 2019.
- MES College of Arts and Commerce emerged runner's up of Inter-collegiate Women's Table-Tennis Championship organized by Goa University. The team comprised of Ms. Kefira Rodrigues, Ms. Komal Salgaonkar, Ms. Shalakra Naik, Ms. Shruti Naik and Ms. Pearl Gomes.
- MES College of Arts and Commerce emerged winners of Inter-Collegiate Women's Taekwondo Championship organized by Goa University on 19th and 20th September 2019. Ms. Heena Shaikh and Ms.Vaishnavi Hulginal won Gold Medals, Ms. Saloni Talavanekar won Silver Medal and Ms. Maheshwari Maurya and Ms. Simran Sheikh won Bronze Medals.
- Mr. Rajat Nair of TY BBA (Shipping and Logistics) won the Chota Cinema award for his film "La la Love" organised by Yuva Gomantak Dal in October 2019.
- Akib Shaikh from SYBBA won the 2nd place for Finance round at Odyssey - Management Competition organised by Saraswat College which concluded on 12th October 2019.
- Ms. Pallavi Nayak from FYBBA (Shipping & Logistics) won 3rd Place in elocution competition on ' Integrity a way of life' organised by M/s Goa Shipyard Limited as a part of the Vigilance Awareness Week on 18th October 2019.

Teacher's achievements:

- Dr Cosma Fernandes received the 'Tiatr Bhushan Puruskar' at the First International Tiatr Convention held at Ravindra Bhavan, Margao on 6th October 2019

The IQAC coordinator, Dr. Meenakshi Bawa, briefly highlighted **the plans for the latter half of the academic year 2019-20:**

1. The Department of Commerce will be conducting a certificate course on Banking and Financial Services in December 2019.

2. The Department of Commerce will be conducting a certificate course on Tally ERP 9 with GST.
3. The Commerce Fiesta will be organized on 11th January 2020.
4. The Department of Commerce will be organizing a National Seminar on 'Financial Services in Digital India: Challenges and Opportunities' on 7th and 8th February 2020.
5. The annual magazine of the Commerce Association, C-ignite, will be published in the next semester.
6. The Department of Economics will be organizing the state-level ECOFEST 2019-20.
7. The Department of Economics will be conducting a certificate course on Quantitative Methods and Basics of Econometrics in February- March 2020.
8. The Department of Economics will be conducting a certificate course on Practical Banking in January 2020.
9. The Inter-collegiate event 'Sanshodhan' will be organized for M.Com. students in December 2019.
10. The Department of Mathematics and Statistics will be organizing a Vegetable Carving competition for B.Com. students using mathematical symbols, shapes and equations in January/February 2020.
11. The Career Guidance Cell will be organizing two career guidance talks in January and February 2020.
12. The Department of Psychology will be organizing the state-level Psychozest in January/February 2019

As far as the **progress of NAAC preparation** is concerned, Dr. Bawa put forward the following points:

1. The information for the IIQA along with documents required to be submitted for the IIQA has been collected by the NAAC Steering Committee.
2. The reports of the seven NAAC criteria have been sent to experts, Dr. R. V. Gaonkar and Prof. Bhaskar Nayak.

3. Due to unavoidable circumstances, the submission to NAAC has been delayed and the schedule for submissions is proposed as follows:

(i) Registration on NAAC website under the RAF (Revised Accreditation Framework): December 2019

(ii) Submission of AQAR (Annual Quality Assurance Report) online: December 2019

(iii) Submission of IIQA (Institutional Information for Quality Assessment): end-February/early March 2020

(iv) Submission of Self-Study Report/ QIF (Quality Indicator Framework): early April 2020.

The following **suggestions** were put forward:

1. Prof. Rahul Tripathi suggested that we could start a Cell for international students. The college could conduct an orientation programme for these students and organize events like celebration of festivals, etc.

2. Mr. Binayak Datta suggested that all students should be aware of the role of the IQAC in quality enhancement and the NAAC accreditation process.

3. Dr. Ramesh Gaonkar suggested that we could refer to the UGC website for course outcomes.

4. It is observed that a certain percentage of students drop out of college before they reach final year. Mr. Binayak Datta stated that we need to find out the drop-out rate of students as they progress from first year to third year of graduation. A graphical presentation could be made of the same.

5. We should analyze the data collected by mentors from the students on family income, educational attainment of parents and state of origin. The student diversity is our institutional distinctiveness.

6. Mrs. Lalita Joshi stated that the family incomes of students pursuing BBA and BBA (Shipping and Logistics) are higher than for those who are pursuing B.A., B.Com., B.C.A. or M.Com. Nevertheless, some students do avail of education loans. The B.B.A. faculty assist their students in applying for bank loans or government loans. This initiative needs to be documented.

7. Dr. Ramesh Gaonkar and Mr. Binayak Datta suggested that the college website should be regularly updated.

8. Dr. Ramesh Gaonkar suggested that we should completely ban the use of plastic bottles on the college campus.

9. Dr. Ramesh Gaonkar suggested that we should submit the IIQA by December 2019 and the Self Study Report by January 2020.

The following decisions were taken:

1. A programme-wise analysis of students dropping out will be done.
2. A detailed analysis of data obtained from students on family income, educational attainment of parents and state of origin will be done.
3. The NAAC Steering Committee will create awareness about NAAC among students across all programmes.
3. The IIQA should be submitted by end December 2019/ early January 2020 and the Self Study Report should be submitted by January 2020 or latest by February 2020.
4. The college will completely ban the use of plastic bottles on the college campus..

The meeting ended with the vote of thanks proposed by Shri. Ashish Joshi.

Dr. Meenakshi Bawa
Coordinator, IQAC