

Date: 13-10-2018

NOTICE

The first meeting of the IQAC for the academic year 2018-19 will be held on **Wednesday 24th October 2018 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. Measures initiated during the first quarter of the academic year 2018-19 – Dr. Meenakshi Bawa (Coordinator)
3. Plans for 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 &
Chairperson, IQAC

MINUTES OF THE IQAC MEETING HELD ON 24th OCTOBER 2018

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The following members were present for the meeting:

1. Principal Dr. R.B. Patil
2. Dr. Ramesh V. Gaonkar- Senior Project Consultant, RUSA, Goa- Member
3. Mr. Binayak Datta- FCA, Chartered Accountant, Senior Corporate Consultant and Trainer- Member
4. Shri. Vivek Gupta - - Member
(Managing Partner, Raj Resorts & Proprietor, Raj Resorts Homehotel, Goa)
5. Shri. Ashish Joshi – Associate Professor- Member
6. Shri. Sandeep Kadam – Associate Professor - Member
7. Mrs. Rochana Kharangate – Associate Professor- Member
8. Dr. Freda Cota e Pereira- Assistant Professor- Member.
9. Shri Sanjiv K. Shirodkar - Associate Professor- Member
10. Shri. Dilip Lotlikar- Head Clerk- Member
11. Shri. Suresh Shenoy– Accountant- Member
12. Ms. Rashi Yadav-Ladies Rpresentative, College Council- Member
13. Dr. Meenakshi Bawa - Co-ordinator

The Principal, Dr. R.B. Patil, welcomed the members of the IQAC. In his welcome address, Dr. Patil highlighted the April 2018 results of final year students across all the programmes. He stated that our results have been reasonably good. Nevertheless, we need to work hard for still better results. He further stated that several new courses have been introduced under the Choice based credit system (CBCS). New certificate courses have also been introduced.

The Coordinator of the IQAC, Dr. Meenakshi Bawa, read out the minutes of the last meeting held on 5th May 2018.

Dr. Meenakshi Bawa informed the members that M.E. S. College of Arts and Commerce has been ranked 71st among the top 100 Arts Colleges in India by India Today MDRA Survey 2017-18. Dr. Bawa summarized the **criterion-wise measures initiated during the first quarter of the academic year 2018-19**. They were as follows:

Criterion I (Curricular Aspects):

- The Department of Commerce framed the syllabus for SEC 1 for Semester III: New Venture Planning, GE 4 for Semester III: Consumer behaviour/ Training and Development, SEC 2 for Semester IV: Collective Bargaining and Negotiation Skills and GE 6 for Semester IV: Compensation Management/ Salesmanship and Sales Management. This was approved by the Board of Studies and Academic Council of Goa University. This was done with a view to give a wider choice of courses/subjects under the choice based credit system (CBCS)
- Faculty evaluation by students is being done online for first year, second year and third year students.
- The institutional feedback and feedback about curriculum will be administered to all BA/BCom students in the next semester.

Criterion II (Teaching, Learning and Evaluation):

- Bridge Courses were conducted for the subjects of Economics, Commerce, Sociology and Psychology
- 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.

Criterion III (Research, Innovations and Extension):

- A one-day workshop on ‘Intellectual Property Rights: Ethics in Academic writing/ Avoiding Plagiarism and Use of MS Word in Academic Writing’ was organized by the Research Cell on 16th October 2018.
- MES College has been selected by MHRD, Government of India to adopt 5 villages under the Unnat Bharat Abhiyaan Scheme, a scheme to bring out positive socio-economic change in Indian villages. MES College has proposed the five villages of Sancoale, Dabolim, Verna, Mormugao and Chicalim under the scheme. Further, the college also intends to adopt few more villages in South Goa, predominantly the tribal villages like Morpirla and Cotigao, where the socio-economic indicators have been low. Under the Unnat Bharat Abhiyaan Scheme, the college would undertake activities like watershed management, development of non-renewable energy like solar and biogas, skill development for youth and the conservation of the environment.
- 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. This initiative has been dedicated to the memory of Dr. Kasturi Desai, an eminent botanist and environmentalist from PES’s Shri Ravi S. Naik College of Arts and Science, Farmagudi Goa. This is an extension activity and the talks are open to the public as well. The first talk was delivered by Dr. Narayan Desai, educationist and youth mentor, on the topic ‘Our People Our World- The Role of Youth

in the Society.’ On 3rd October 2018, Ms. Puja Mitra, Founder, Terra-Conscious, delivered a talk on ‘Enabling Collaborative Action for Responsible Travel in Goa.’

- The Department of Economics in collaboration with the NSS unit of MES College, organized a ‘Go-Green’ initiative, an extension activity, wherein paper bags made by our students were handed over to the Mormugao Municipal Council to be distributed in Vasco-da-Gama.
- The NSS Unit in collaboration with the Lions Club of Vasco organized a Tree plantation program on 26th July 2018 wherein 23 trees were planted. Mr. Simon D’ Souza, ex-MLA of Vasco, was the chief guest. Mr. Daji Salkar, Councillor and former Chairman, MMC and Mr. Ryan Menezes, President, Lions Club Vasco

Criterion IV (Infrastructure and Learning Resources):

- Under RUSA
 - Repair and renovation: Renovation(roofing) of canteen and water proofing work in Block I has been completed.
 - New construction on top floor of Block IV will be completed in about two months.

Criterion V (Student Support and Progression):

- 45 Final Year students (25 from Commerce, 15 from Psychology and 5 from Economics) underwent a one-month internship in May-June 2018 as per the circular received from the Directorate of Higher Education, Government of Goa.
- The Placement Cell has been very active. 5 companies, HQ Hotel, Parinati Solutions, Magsons Superstores, TWF Flour and Titan Time Product, visited the MES College Campus & selected 5 students from a total of 23 students who appeared for the interviews.
- The Placement Cell in collaboration with Divergent Alliance conducted a training module for the final year students titled “Smarter than Smart” which was held from the 26th -28th of September 2018 in order to equip the students with the skills required for gainful employment. ‘Presentation Skills’, ‘How to face an interview with confidence’, ‘Group Discussion’ & ‘Resume writing’ were some of the topics covered during the training session. The resource person for the training session was Ms. Neelam Kalangutkar, a Corporate Behavioural Trainer with over 10 years of experience as a Human Resource Professional in the field of Learning and Development (CIPLA Ltd., Verna and Hotel Vivenda, Calangute). 74 students participated in this programme
- A Certificate Course of 2 credits (30 hours) in ‘MS Excel for Accounting and Taxation’ was organized by the Department of Commerce from 24th September 2018 to 4th October 2018. 35 students have completed the course. CA Shravan Swaroop was the resource person and Mr. Seltan Gomes was the coordinator for the course.
- A Certificate Course of 2 credits (30 hours) in ‘Basics of Econometrics’ has been organized by the Department of Economics from 27th August 2018. 10 students have registered for the course.

- The Language Study Centre organized spoken Sanskrit classes from 9th to 19th July 2018, Ms. Yogita Chhatre was the faculty for the course. 29 students registered for the course. Mr. Satyavan Naik is the coordinator for the course.
- The Language Study Centre has organized a Certificate Course on Spoken Portuguese of 2 credits (30 hours). 36 students and 4 teachers have enrolled for this course which commenced on 30th August 2018. The course is being conducted by Mrs. Filomena Dourado. Ms. Efigenia Miranda is the coordinator for the course.
- India is young and growing. Such a country throws up opportunities for entrepreneurs. The Govt of Goa, has come up with a policy to create an ecosystem that fosters start-ups which focus on innovation, development, or improvement of products or services that are powered by engineering or internet based software or technology. To encourage students, Entrepreneurship HUB, MES College of Arts & Commerce, organized a program in association with Department of Information Technology, Govt of Goa, who are the nodal agency for start-ups. Mr Anil Chhikara, Serial Entrepreneur and TEDx Speaker, enthralled the students with success stories and explained the principles for success. While he stressed on the uniqueness of the service offering for success, he said the conviction of the individual in his offering was very important.
- The Department of Psychology organized a Discussion Forum on World Suicide Prevention Day. Dr. Saumitra Nemlekar and Ms. Tanushree Sharma, from Antarman (NGO) spoke on the theme ‘Suicide- A Cry for Help- Who’s listening? Who’s Responsibility
- The Department of Sociology organized a State-Level Students Seminar on ‘Vulnerable Sections in India: Socio-legal Issues and Concerns’
- The Diploma Course on Counselling commenced on 11th July 2018. 42 students from various streams have registered for the course.

Criterion VII (Institutional Values and Best Practices):

- Special induction programme was conducted for the new faculty.
- The Gender Champion Cell and Department of Sociology of MES College of Arts & Commerce in collaboration with Department of Women’s Studies, Goa University organized ‘Purple Campaign – A Workshop on Gender Sensitisation’ on 08 September, 2018 for the final year students of the college. Prof. Shaila De Souza, Head, Department of Women’s Studies, Goa University along with the faculty members and post-graduate students conducted the workshop. 60 students attended the workshop.
- Students who secured Distinction at the BA/BCom/BCA/BBA April 2018 examinations were felicitated on 29th September 2018. Teachers were also felicitated for their achievements and for securing 100% results in their respective subjects. The non-teaching staff were also felicitated
- The following guest lectures/talks by eminent personalities were organized:

- The BCA Department organized a talk on Human resource management and organizational behaviour for Third year BCA students by Ms. Akhila Kamat ,Head of operations , Akademia
- The BCA Department organized a session on Public speaking by Mr. Ritesh Kumar Mishra, Store Executive Berger Paints
- The BCA Department organized a talk on Robotics and Audrino by Mr. Rajaram Parsekar ,CEO, Electronics
- The BCA Department organized a talk on Android Technology for Third year BCA students by Mr. Deepak Agarwal, CEO Swastek Technology
- The BBA Department organized a Talk on "community service and how to create awareness in eye donation" by Rtn Gautam. Rotary club of Panjim ,was held for students of TYBBA
- The IQAC organized a Guest Lecture by Dr. M. R. Patil on ‘The Process of NAAC Assessment and Accreditation
- The Health Club organized a talk for girl students by Dr. Mayur Pai on ‘Problems and Health Issues related to Women’
- The Department of Economics organized a talk on Project Orientation for BA Sem V & VI by Dr. Vishal Chari, Shree Damodar College of Commerce and Economics, Margao
- The Department of Travel & Tourism organized a Guest Lecture by Mr. Ravi Carvalho on ‘ Importance of Advertising in Tourism Marketing.’
- The Department of Commerce organized a talk on CMA by Mr. Ram Mohan Menon
- The Department of Commerce organized a talk on Share Market by Mr. Rajendra Dalvi, SEBI Consultant
- The Department of Psychology organized a talk on ‘Awareness on Issues related to Mental Health and Need for Counselling’ by Dr. Rajendra Hegde.
- The Counselling Cell organized a talk on ‘ Enhancing Mental Health among Adolescents’ by Dr. Ravi Agarwal and Mr. Sameer Walavalakar
- The Department of Psychology organized a talk on ‘Developing a Healthy Lifestyle: It starts with me’ by Ms. Sheryl Afonso, a nutritionist and Asst. Prof. , Post Graduate Department, Carmel College, Nuvem
- The Department of English organized a guest lecture on T.S. Eliot by Mrs. Maryann D’Mello
- The Department of English organized a guest lecture on Australian Indigenous Aesthetics by Dr. Rayson Alex, Department of Humanities and Social Sciences, BITS Pilani K.K. Birla Goa Campus.

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

Students’ achievements

- Mr. Ribhav Sardesai from FYBBA was selected to represent India U-19 in the four Nation Tournament held in Croatia. The participating Nations are France, Croatia, Slovenia and India. Congratulations Ribhav!
- Our women's team emerged as winners at the Inter-collegiate women futsal tournament organized by Nirmala Institute of Education on 12th-13th October 2018
- Our women's team won the runners up at the Inter-collegiate women table tennis tournament organized by Goa University.
- At State-level competitions, our players won 5 gold medals, 2 silver medals and 15 bronze medals for individual events.
- 3 NCC Naval Cadets of MES College attended the All-India Nausainik Camp from 22nd September 2018 to 22nd October 2018. There were 6 cadets selected from Goa. Cadet Captain PO Pavan Faujdar headed the team, leading all cadets from Karnataka and Goa. Our team won 2 gold medals and 1 silver medal.
- Mr. Sagar Harijan, a naval cadet from M.E.S College of Arts and Commerce, Zuarinagar-Vasco, successfully completed a one-month long course in mountaineering at the Nehru Institute of Mountaineering (NIM), Uttarkashi, Uttarakhand, India. Cadet Sagar Harijan was the sole Naval Cadet at the All India level to participate in this course. There were a total of ninety-three individuals from across the Indian Army, Navy, Air Force, and police, along with NCC cadets, who participated in this training.
- Two NSS Volunteers of MES College, Mr. Nitin Shukla and Mr. Sarvesh Mayekar were selected for the National Integration camp 'Ek Bharat Shreshtha Bharat' held at Mapusa, Goa between 22nd July to 28th July 2018.
- Our NSS volunteer Mr. Vighnesh Achari has been selected for the National Adventure Camp to be held at Manali from 28th October 2018 to 6th November 2018.

Teacher's achievements:

- Dr. Sonal Thakker was awarded the best paper award for her paper titled 'Migration of Spouses and Coping Strategies of Stay Behind Women' at the XII Karnataka Sociological Conference held at Hampi, Karnataka
- Dr. Cosma Fernandes received the prestigious 'Dr. Jack De Sequeira Konkani Award' of Thomas Stephens Konkani Kendra, Porvorim, Goa for his contribution to Konkani Literature.
- Dr. Freda Pereira was appointed as mentor for NET/SET by Directorate of Higher Education, Government of Goa

Plans for the second half of 2018-19

1. The College will conduct coaching for competitive examinations such as GPSC, CAT, banking, insurance, etc. 48 students have registered for the coaching classes. The fee of Rs 4800 per student has been charged. The faculty from TIME (Triumphant Institute of Management Education) will be the resource persons for these classes.

2. The Legal Services Authority in association with the Psychology Department will organize a session for students on safety and security and legal aspects for adolescents.
3. The Department of Commerce will be conducting a certificate course of 2 credits (30 hours) on Tally ERP 9 with GST.
4. The Department of Economics will undertake an extension activity on ‘Motivating Housewives to undertake Entrepreneurial Activity.’
5. A cafeteria will be run by our ex-student, Mr. Benson D’Souza, Proprietor, Souza & Sons, Vasco-da-Gama. It will be functional from December 2018.

The following **suggestions** were put forward:

1. The analysis of faculty feedback should be done parameter-wise.
2. The impact of each activity or course conducted should be listed.
3. Certificate courses could be conducted in other foreign languages such as Chinese or German.
4. We should have a structured mechanism for student progression.
5. Certificate courses should be need-based. We could conduct courses on quantitative skills or written communication.
6. In today’s competitive world, benchmarking is essential.
7. New programmes could be introduced.
8. We need to continue working towards achieving 100% results. This requires commitment from every teacher.
9. Students and teachers should be encouraged to register for Swayam courses offered by MHRD, Government of India .

The following decisions were taken:

1. An analysis of faculty feedback will be done on the basis of the selected parameters.
2. Need-based certificate courses will be introduced.
3. Feedback about certificate courses will be obtained from participants, if not obtained so far.

The meeting ended with the vote of thanks proposed by the IQAC Coordinator, Dr. Meenakshi Bawa

Dr. Meenakshi Bawa
Coordinator, IQAC