

Minutes of IQAC Meeting held on 2.6.2020

A meeting of the IQAC was held on Tuesday 2.6.20 at 8.00 AM in the College Library. Dr. K.T. Thomas, Principal, chaired the meeting. The meeting was held following safety norms of distancing as a precaution against COVID-19.

IQAC coordinator Dr. Advait Bhagade welcomed all IQAC members present for the meeting. Dr. Thomas appreciated the extension work carried out through the COVID-19 helpline. He also expressed thanks to the NGO ICID for its willingness to allow the College to collaborate in the venture. A two minutes silence was observed to condole the passing of Rev. Fr. Albert D'Souza, former Manager of the College, and that of Mr. Anil Charlie, non-teaching staff of the College. There was discussion on the success of online mode of teaching adopted by the College using Microsoft Teams platform, and the difficulties and limitations.

Dr. Bhagade expressed his opinion that something more should be provided to students than just online teaching, so that their overall development continues unhampered, even during lockdown. Mr. Biju A., member suggested that many programs such as workshops, seminars and conferences could be held online. Fr. Praveen D'Souza, member, spoke on the limitations of the Microsoft teams platform to about 250 attendees. Mr. Rojo John, member, said that programs could be streamed parallelly on You Tube.

A decision was taken unanimously to hold online activities in addition to teaching, both of general interest and those related to the subjects taught.

A review of preparation of AQAR 2019-20 was carried out and it was the general opinion that information required would be delayed due to the lockdown.

Dr. Bhagade thanked all members for attending the meeting despite the COVID-19 pandemic.

1. Dr. K. T. Thomas, Chairman *Thomas. K.T*
2. Dr. Advait Bhagade, Coordinator *Bhagade*
3. Fr. Praveen D'Souza, Member *Praveen D'Souza*
4. Mrs. Soma Banerjee, Member *Soma*
5. Dr. Purbi Bhattacharya, Member *PB*
6. Dr. A.P. Paradkar, Member *A.P. Paradkar*
7. Mr. Biju A., Member *Biju A.*
8. Mr. Rojo John, Member *Rojo*

Action Taken report of Meeting held on 2.6.2020

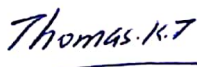
Principal informed all teaching staff members to submit their ideas on conduct of online activities in addition to teaching learning. Accordingly, following activities were organised:

Sr.No	Date	Online activity
1.	8.6.2020 to 12.6.2020	One week online workshop on Interdisciplinary Research Methodology, ICT Applications and Innovations in Teaching-Learning Process
2.	20.6.2020	One Day National Webinar on Role of citizens in Nation Building during national emergencies.
3.	26.6.20 to 30.6.2020	National level Online Quiz Competition by Department of Biochemistry and Biotechnology
4.	3.7.2020	National webinar on Digital Transformation in Educational Institute by Department of Computer Science.
5.	6th to 8th July 2020	3-Day Online Students Development Program on 'Soft Skills Enhancement for Education and Career Success'
6.	21/07/2020	One Day International Webinar on 'STRESS MANAGEMENT'
7.	July 27 to 30, 2020	Four Days' International level Webinar on Intricacies of NAAC Assessment for better scoring
8.	11.8.2020	Webinar by Department of Zoology on Identification, capture and release of snakes.
9.	12.8.2020	Online Guest Lecture organised by Department of Electronics on Laboratory Experimentation Using Simulation Software
10.	15/08/2020	One Day National Webinar on 'Necessity of Patriotism and National Integration in 21st Century'
11.	17/08/2020	One Day National Webinar on 'New Directions in English Literary Studies: Texts and Contexts'
12.	19/08/2020	One Day Webinar on 'Tackling Suicidal Tendencies'
13.	25/08/2020	One Day Webinar on 'Floral Diversity of Seminary Hills, Nagpur'

14.	29.8.2020	Webinar on "Recent Trends In Life Sciences by Department of Biochemistry and Biotechnology
15.	04/09/2020	One Day National E-Conference On 'Sustainable Development, Social Problems and Issues During Covid-19'
16.	05/09/2020	One Day Webinar on 'Positive Impact of Teachers for the Holistic Development of Students'

Reminders were given to all concerned staff members for early submission of information for preparation of AQAR 2019-20.


Dr. Advait Bhagade
 IQAC Coordinator


Dr. K.T. Thomas
 Chairman

Minutes of the IQAC meeting held on 9.9.2020

An online Meeting of the IQAC was held on Wed 9.9.2020 using the online platform Microsoft Teams, at 5.30 PM. The meeting was chaired by Dr, AdvaitBhagade, IQAC Coordinator, and attended by all criterion heads. Criterion heads were briefed on the pace of information being received from various sources.





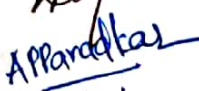



Mrs. Soma Banerjee, member, expressed an opinion that due to the lockdown, documentation required for providing information was not organized with various staff members.

Dr. Bhattacharya, member, said that staff were also busy adjusting to the added work of preparing e-resources due to online teaching. r. Paradkar, member, suggested that more staff members should be given the responsibility of completing the task of gathering information for the preparation of the AQAR.

It was therefore decided unanimously to request for more helping hands for easier completion of work.

Mr.Biju A. conveyed the appreciation of the Principal in the success of online activities being held, and his suggestion to conduct more such activities.

Dr.Bhagade thanked the members for coming online for the meeting.

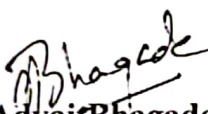
1. Dr. K. T. Thomas, Chairman 
2. Dr. AdvaitBhagade, Coordinator 
3. Fr. Praveen D'Souza, Member 
4. Mrs. Soma Banerjee, Member 
5. Dr. A.P. Paradkar, Member 
6. Mr.Biju A. , Member 
7. Mr.Rojo John , Member 
8. Dr.Purbi Bhattacharya, Member 

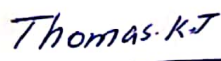
Action Taken Report for the IQAC Meeting held on 9.9.20

The decision taken in the meeting to nominate additional staff members to assist IQAC was communicated to the Principal. Principal asked IQAC Coordinator to draw up a detailed list, criterion wise, of staff suitable for various criteria.

Following online activities were conducted:

Sr. No.	Date	Online Activity
1	24.09.2020	One Day Webinar on 'DEPRESSION'
2	2.10.2020	One Day National Webinar on 'Principles of Mahatma Gandhi and Social Awareness'
3	5.10.2020	Commencement of THREE WEEK STUDENT DEVELOPMENT PROGRAM till 23.10.2020


Dr. Advait Bhagade
IQAC Coordinator


Dr. K.T. Thomas
Chairman

Minutes of the IQAC Meeting held on 20.10.2020


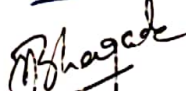
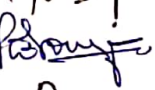
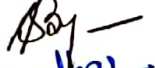




A Review meeting for preparation of AQAR 19-20 was held on 20.10.2020 in an offline mode in the College Library. The meeting was chaired by Dr. K.T. Thomas, Principal and Chairman of IQAC. Social distancing norms were followed as a precaution against COVID-19.

Dr. Thomas expressed concern over the delay in preparation of the AQAR for 2019-20. Dr. Bhagade warned that such delay would reflect upon preparation of the SSR for the 4th cycle of NAAC accreditation. List of team members for each criterion was finalized after deliberation and with consent of respective criterion coordinators.

Fr. Praveen D'Souza, member, queried about the use of an alternative teaching platform, since the free version given by M/S MASTERSOFT would be expiring on 31st October 2020. There was deliberation about use of different platforms. Mr. Biju.A., member and HOD Computer Science expressed the opinion that a domain would have to be created for another platform. It was decided, after deliberation, to use Google Classroom for online teaching from November 1, 2020.

Dr. K.T. Thomas conveyed the satisfaction of the Management as well as stakeholders about the various online activities being conducted, and exhorted the members to organise further activities, with a more student-centric approach.

Dr. Bhagade proposed a formal vote of thanks.

1. Dr. K. T. Thomas, Chairman 
2. Dr. Advait Bhagade, Coordinator 
3. Fr. Praveen D'Souza, Member 
4. Mrs. Soma Banerjee, Member 
5. Dr. A.P. Paradkar, Member 
6. Mr. Biju A. , Member 
7. Mr. Rojo John , Member 
8. Dr. Purbi Bhattacharya, Member 

Action Taken Report for the meeting held on 20.10.2020

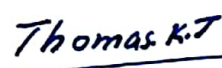
A team was formed in the Computer Science Department, with Mr. Amar Pimpalkar to be in-charge of preparation of domain, preparing and circulation of usernames and passwords for all staff and students to use Google Classrooms. List of staff to assist IQAC was submitted to the Secretary, Rev. Fr. Patrick Lemos, for approval.

Rev. Fr. Patrick Lemos informed that he would personally interact with IQAC Criterion coordinators and team members. Preparation of AQAR 2019-20 was initiated by criterion heads based on available information.

Following online activities were carried out:

Sr. No.	Date	Online Activity
1	31.10.2020	One Day Webinar on 'National Unity Day (RashtriyaEktaDiwas)'
2	31.10.2020	Online class wise programs/ quizzes, etc with student participation on 'National Unity Day (RashtriyaEktaDiwas)'
3	03.11.2020	One Day National Webinar on 'Impact of NEP 2020 on Higher Educational Institutions'


Dr. Advait Bhagade
IQAC Coordinator


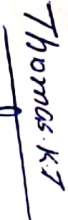


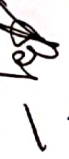


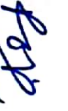


Dr. K.T. Thomas
Chairman

Minutes of the IQAC meeting held on 5.11.2020

An offline meeting of the IQAC was held on Thursday, 5.11.2020, chaired by Secretary of the College, Rev.Fr. Patrick Lemos from 11 AM onwards in the College Library with appropriate preventive measures of distancing. Rev.Fr. Lemos interacted with the team members assigned to various criteria and exhorted them to work hard for the progress of the College. These team members were called criterion-wise, in a staggered manner. Rev. Fr. Lemos instructed Dr.Bhagade, IQAC Coordinator, to see that the AQAR was prepared at an early date, preferably before the next College Development Council, for being tabled in the meeting. Dr, Bhagade assured him that work would be allotted by criterion heads to all team members so that preparation of the AQAR would be faster, and work for SSR could be started.

The Secretary appreciated the work of overall development of students and extension activity through online events being organised and said that conduct of more such programs was the need of the hour.

Dr. K.T. Thomas, Principal, proposed a formal vote of thanks.

1. Rev. Fr. Patrick Lemos, Secretary 
2. Dr. K. T. Thomas, Chairman 
3. Dr. Advait Bhagade, Coordinator 
4. Fr. Praveen D'Souza, Member 
5. Mrs. Soma Banerjee, Member 
6. Dr. A.P. Paradkar, Member 
7. Mr. Biju A., Member 
8. Mr. Rojo John, Member 
9. Dr. Purbi Bhattacharya, Member 

Action Taken Report for meeting held on 5.11.2020

The IQAC met for distribution of work to other staff members Criterion wise: (10.30 AM-12.30 PM) on 7.11.2020 in the Library with precautionary distancing measures and interacted with team members of the seven criteria of NAAC, following staggered timings.

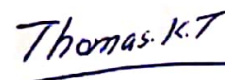
The members were explained their responsibility of giving priority to completion of AQAR, and at the same time, preparing for the SSR based on information collected from previous AQARs and the current year. Metrics under each criterion were assigned to the team members with instructions for complete collection of information.

Following online activities were carried out:

Sr. No.	Date	Online Activity
1.	26.11.2020	One Day National Webinar on 'Constitution Day: Protecting Freedom with Responsibility'
2.	27.11.2020	National webinar on Agrarian Crises In contemporary Times: Struggle of Farm Workers in India by Department of Economics
3.	01.12.2020	Commencement of Three Week Faculty Development Program (FDP 2020) up to 23.12.2020
4.	10.12.2020	One Day National Webinar on 'Indian Democracy and Human Rights: A Dialectical Relationship'



Dr. Advait Bhagade
IQAC Coordinator



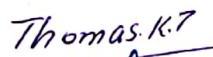

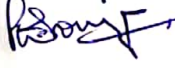
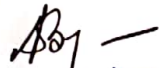
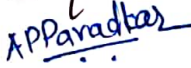



Dr. K.T. Thomas
Chairman

Minutes of the IQAC Meeting conducted on 14.12.2020

The IQAC met on Monday, 14.12.2020 in the College AV Hall. The meeting was presided over by Principal Dr. K.T. Thomas, Chairman, IQAC. Proper distancing and precautions were followed against COVID-19. IQAC Coordinator, Dr. Advait Bhagade and Criterion Coordinators were present for the meeting.


Dr. Bhagade welcomed all, and presented the first part of the AQAR using Power point presentation. This was followed by a detailed Criterion wise review of the draft, along with excel sheets made ready for uploading on the NAAC website. Coordinators of each criterion presented their respective criteria: Criterion I by Fr. Praveen D'Souza, Criterion II by Mrs. Soma Banerjee, Criterion III by Dr. Ashwini Paradkar, Criterion IV by Mr. Biju A, Criterion V by Mr. Rojo John and Criterion VI by Dr. Purabi Bhattacharya. Criterion VII was presented by Dr. Bhagade. The draft of AQAR was approved by all present, with minor finishing touches to be given to the excel files. Dr. K.T. Thomas instructed that the AQAR be tabled before the College Development Council meeting to be held on the following day.

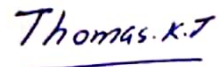
The meeting ended with a formal vote of thanks by Dr. Advait Bhagade, IQAC Coordinator.

1. Dr. K. T. Thomas, Chairman 
2. Dr. Advait Bhagade, Coordinator 
3. Fr. Praveen D'Souza, Member 
4. Mrs. Soma Banerjee, Member 
5. Dr. A.P. Paradkar, Member 
6. Mr. Biju A. , Member 
7. Mr. Rojo John , Member 
8. Dr. Purbi Bhattacharya, Member 

Action Taken Report on meeting held on 14.12.2020

AQAR was tabled before the College Development Council for approval on 15.12.2020 in its meeting. It was explained to the Council and unanimously passed by its members. His Grace Archbishop Most Reverend Dr. Elias Gonsalves, Chairman of the College, congratulated the IQAC and appreciated its efforts despite the difficulties faced in the lockdown. He exhorted the IQAC to upload the AQAR at an early date and begin preparations for SSR submission in right earnest.


Dr. Advait Bhagade
IQAC Coordinator


Dr. K.T. Thomas
Chairman

Minutes of IQAC Meeting 2.1.2021

An offline meeting of all IQAC Criterion Coordinators with Principal was held with appropriate safety measures in the College Library to review progress of SSR. The meeting was chaired by Dr. K.T. Thomas, Principal.

Dr. Bhagade, IQAC Coordinator, welcomed all for the meeting and expressed regret that the New year had begun on a sombre note in the shadow of the pandemic.

Principal Dr. K.T. Thomas opened the meeting by appreciating the fact that the AQAR for 2019-20 had been uploaded on 17.12.2020 despite all hurdles of the pandemic. He however asked all members to continue to work and finalize the metrics of the SSR of their respective criteria. He asked all to coordinate with other staff members for gathering information related to metrics.

It was decided to organise a two days' National Webinar on Recent Developments in Genetics and their impact on Religion and Society' for students & Teachers. It was also decided to hold an online value education series for boosting the morale of the students.

The meeting came to an end with a vote of thanks by Dr. A.P. Paradkar, member.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas 1/17</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen D'Souza</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>APPARADKAR</u>
Mr. Biju A.	Member	<u>Biju</u>
Mr. Rojo John	Member	<u>Rojo</u>
Dr. Purabi Bhattacharya	Member	<u>Purabi</u>

Action Taken Report for IQAC Meeting held on 2.1.2021

Criterion Coordinators began preparation of draft answers to SSR metrics, through communication by phone, mail, online meetings. The progress was monitored by IQAC Coordinator and reported to Principal.

Patron's Day was observed on 22.1.2021 and celebration of Republic Day of India was carried out with unfurling of the National Flag on 26.1.2021, both in an offline manner by Management and staff members of the College with strict COVID protocol. Some of the online activities held are as follows:

A two days' National Webinar on Recent Developments in Genetics and their impact on Religion and Society' for students & Teachers was organised on 29 & 30 January 2021 was held by CDRESS under the ANTARANG Cell of the College.

The Environmental Studies series was planned consisting of 10 online lectures commencing from 25.1.2021 to 5.3.2021. A value education series consisting of 6 sessions was held online from 10.2.2021 to 4.3.2021.

Thomas.K.T

Dr. K.T. Thomas

Principal

Bhagade
Dr. Advait Bhagade
IQAC Coordinator

Minutes of IQAC Meeting dated 11.2.2021

A meeting of the IQAC was held on 11.2.2021 was held with appropriate safety measures in the College Library to review progress of SSR. The meeting was chaired by Dr. K.T. Thomas, Principal.

A review of SSR preparation showed that work was not progressing at the expected pace. It was decided to involve additional team members assigned under each criterion to expedite the work.

Dr. Paradkar informed the meeting that Dr. Purabi Bhattacharya was in quarantine due to her family members having tested positive for COVID, and asked all to pray for their speedy recovery.

A discussion was held about holding offline practical from 15.2.21 onwards as per instructions of Government to hold staggered classes. Safety and sanitation measures discussed. It was decided to instruct Mr. M. Karmakar, Vigilance officer, to oversee the preparations. It was also decided to convene an emergency meeting of HODs to address the issue the next day.

It was decided to celebrate National Science Day in an online manner on 27.2.2021 and other activities for moral and value inculcation.

The meeting ended with a formal vote of thanks by Mr. Rojo John, Member.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas KT</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen D'Souza</u>
Mrs. Soma Banerjee	Member	<u>Soma Banerjee</u>
Dr. Ashwini Paradkar	Member	<u>Paradkar</u>
Mr. Biju A.	Member	<u>Biju A.</u>
Mr. Rojo John	Member	<u>Rojo John</u>

Action Taken Report for IQAC Meeting held on 11.2.2021

Work was allotted to team members under criterion Coordinators. Offline practicals were held for 4 days before a lockdown notice caused the end of the process. Sharing of resources and explanation of practicals to students continued during online classes.

Some of the online activities held are as follows:

National Science Day was celebrated in an online manner on 27.2.2021 through poster and power-point competition.

An International Conference On “Global Collaborations in Science, Technology, Education, Mathematics & Humanities to Advance the Frontiers of Knowledge & Innovation” was held from March 8 to 13, 2021.

Thomas KT

Dr. K.T. Thomas

Principal

Dr. Advait Bhagade

Dr. Advait Bhagade

IQAC Coordinator

Minutes of IQAC Meeting held on 19.3.2021

An Online meeting was held from 2.30 PM to 3.30 PM on Google Meet platform for review of progress of SSR. Dr. Advait Bhagade, IQAC Coordinator, welcomed all and briefed them about the agenda of the meeting. He informed all about the timely completion of the SSR.

It was expressed by some members that it was becoming difficult to collect documents due to lock down restrictions. Principal also expressed concern about the rampant increase in COVID 19 cases, and exhorted all to take precautions. He instructed criterion coordinators to collect documents required for SSR by reporting to College in a staggered manner by meeting other staff members after informing them and the Principal, or as per instructions of Principal following COVID safety protocol, so as to continue the SSR preparation work.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas. W</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen D'Souza</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>APParadkar</u>
Mr. Biju A.	Member	<u>Biju</u>
Mr. Rojo John	Member	<u>Rojo</u>
Dr. Purabi Bhattacharya	Member	<u>Purabi</u>

Action Taken Report for IQAC Meeting held on 19.3.2021

Frequent online meetings on Google meet platform were held between the IQAC Coordinator, Criterion Coordinators and team members to discuss responses to SSR metrics and information to be collected.

Online activities were held as planned.

Thomas.10

Dr. K.T. Thomas

Principal

Bhagade

Dr. Advait Bhagade

IQAC Coordinator









Minutes of IQAC meeting held on 1.4.2021

An online meeting for review on work of SSR was conducted from 11.00-12.00 Noon on Google Meet platform. Dr. Advait Bhagade, IQAC Coordinator, welcomed all present for the meeting.

Issues discussed were pending questions, preparation and authentication of proofs, preparation of links and URLs, Criterion summaries and expected timelines. It was estimated that work would be completed by the end of April.

Dr. K.T. Thomas, Principal, expressed that staff members should be contacted over phone or mail in order to obtain required information.

The meeting ended with a vote of thanks by Mr. Biju A., member.

Dr. K.T. Thomas	IQAC Chairman	
Dr. Advait Bhagade	IQAC Coordinator	
Fr. Praveen D'Souza	Member	
Mrs. Soma Banerjee	Member	
Dr. Ashwini Paradkar	Member	
Mr. Biju A.	Member	
Mr. Rojo John	Member	
Dr. Purabi Bhattacharya	Member	

Action Taken Report for IQAC Meeting held on 1.4.2021

Further online meetings on Google meet platform were held between the IQAC Coordinator, Criterion Coordinators and team members to discuss responses to SSR metrics and information to be collected. The meetings were attended by team members as per need and the SSR work progressed towards completion.

Online activities were held as planned.



Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator

Minutes of the IQAC Meeting held on 20.4.2021

A meeting of the IQAC was held on 20.4.2021 was held with appropriate safety measures in the College Library to review progress of SSR. The meeting was chaired by Dr. K.T. Thomas, Principal.

Principal Dr. K.T. Thomas and Dr. Bhagade, IQAC coordinator, brought to the notice of all present that the period upto 31 December 2020 could be included as part of the academic year 2019-20 because of disruption of academic schedules as per notice on NAAC website. It was therefore resolved to add data from 1.5.2020 to 31.12.2020 as part of academic session 2019-20.

Many members expressed consternation over the announcement, since the SSR was near completion. However, Dr. K.T. Thomas expressed that the need of the hour was to genuinely project all efforts of the institution during the pandemic period, and thus the need to collect all information till 31.12.2020. He instructed Criterion coordinators to solicit the assistance of all team members in this endeavour. He exhorted all to feel free to contact him all well as other colleagues in the success of the endeavour.

It was also decided to conduct a Five Day- Interdisciplinary Online Workshop on 'Advance Teaching, Learning, Research Methodology and Innovations' and more activities of general interest, life skills such as Yoga, etc.

The meeting ended with a formal vote of thanks by Mrs. Soma Banerjee, IQAC member.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas KT</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen D'Souza</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>Apparadkar</u>
Mr. Biju A.	Member	<u>Biju</u>
Mr. Rojo John	Member	<u>Rojo</u>
Dr. Purabi Bhattacharya	Member	<u>Purabi</u>

Action Taken Report for IQAC Meeting held on 20.4.2021

Work for preparation of word files, templates and supporting documents with website links was carried out. All IQAC members, under the guidance of Principal, worked in coordination towards the effort.

Some of the online activities held include the following:

A Five Day- Interdisciplinary Online Workshop on 'Advance Teaching, Learning, Research Methodology and Innovations' was organized by the College from June 1 to June 5, 2021. Shiv Swarajya Din was observed online on 6.6.2021. Similarly, a Five Days Online National Yoga Workshop was held by the College from June 17 to 21, 2021 and National Webinar on 'International Day Against Drug Abuse and Illicit Trafficking.' was held on 26.6.2021.

Online workshops were organized by UDAAN on Preparation for Aptitude Test, Decoding CAT Examination and Career in banking on 24, 25 and 26.5.2021 respectively.



Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator

Minutes of IQAC Meeting held on 30.6.2020

An online meeting for presentation and discussion of SSR to all teaching staff was held on 30.6.2021. The meeting began with a condolence expressed over the tragic death of Mr. Laxminarayana G., Library attendant on 27.4.2021 due to COVID. Dr. Bhagade requested all to take care of themselves as well as their family in this hour of emergency, at the same time continuing to work towards the betterment of the institution.

The SSR was shown to all present, where each criterion coordinator exhibited the metrics of their respective criterion. Comments were solicited within 2 days with supporting proof from all staff members regarding any corrections, additions or revisions of the same.

It was felt that the College should not slow down its activities restricting itself to the present accreditation period, but continue to carry out many such activities as per its curricular tradition. It was announced that an activity relating to environmental consciousness would soon be held. The announcement was welcomed by all.

Principal, Dr. K.T. Thomas went on record to appreciate the hard and selfless work put in by the concerned staff members despite all obstacles.

Dr. Advait Bhagade, IQAC Coordinator, proposed a formal vote of thanks.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas.10</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen D'Souza</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>APParadkar</u>
Mr. Biju A.	Member	<u>Biju A.</u>
Mr. Rojo John	Member	<u>Rojo John</u>
Dr. Purabi Bhattacharya	Member	<u>B</u>

Action Taken Report for IQAC Meeting held on 30.6.2021

Additions as proposed by Mr. Mrityunjoy Karmakar and Dr. N.R. Iqbal were duly noted and added in relevant metrics as per merit.

Some of the online activities held include the One Day National Webinar on Plastic Waste and its Management was held on 3.7.2021.

Thomas. KT

Dr. K.T. Thomas

Principal

Bhagade

Dr. Advait Bhagade

IQAC Coordinator

Minutes of IQAC Meeting held on 5.7.2021

A meeting was held at 11.00 AM on 5.7.2021 in the IQAC Room to discuss uploading of SSR. Dr. Bhagade, IQAC coordinator, welcomed all members present. He informed the meeting that the IIQA had been approved by NAAC on 2.7.2021. He also informed them about the questions to be answered on the NAAC portal and how these questions were different from those given in the manual. He also discussed about the problems being faced in uploading due to certain information hitherto not required by NAAC.

He requested all members to be available for the uploading process. He also appreciated that the faculty members were working hard despite limitations to conduct various activities. He exhorted all to continue with the planned online/offline activities, and give thought to more activities in keeping with the spirit of the institution. He proposed that activities on environment and life skills be identified and conducted for staff as well as students.

The meeting came to an end with a vote of thanks by Mr. Biju A., member.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas W</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>Apparadkar</u>
Mr. Biju A.	Member	<u>Biju</u>
Mr. Rojo John	Member	<u>Rojo</u>
Dr. Purabi Bhattacharya	Member	<u>Purabi</u>

Action Taken Report for IQAC Meeting held on 5.7.2021

All members remained in touch personally or through online means and extended their cooperation in the uploading process.

Some of the online activities held include the following:

A One Day National webinar on "Rain Water Harvesting and Water Conservation Process" was organized on 13.7.2021.


A One Day National webinar on "World Youth Skill Day Celebration" was organized on 15.7.2021.

A One Day National webinar on "International Chess Day" was held on 20.7.2021 and a One Day National Webinar on the occasion of International Tiger Day "Recent trends in conservation and expansion of wild tiger habitats" was organized on 29.7.2021m, along with a poster competition for the college students.



Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator

Action Taken Report for IQAC Meeting held on 5.7.2021


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Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator

Minutes of IQAC Meeting held on 6.8.2021

A meeting was held at 11.00 AM on 6.8.2021 in the IQAC Room to discuss uploading of SSR. The meeting was chaired by Dr. K.T. Thomas, Principal and Chairman of IQAC.

Dr. Bhagade, IQAC Coordinator, appraised all about the progress of uploading of SSR. The definition of academic year as being considered by NAAC during the pandemic period was discussed and deliberated upon. It was clarified by Dr. Thomas that the academic session 19-20 was considered till December 2020, for which data had already been collected and made ready for upload. He informed the meeting about the date change in the software of the NAAC portal, due to which it was now necessary to gather information for the academic session 2020-21, which was being shown on the portal. As a result, the period of accreditation of 5 years would now be considered as 2016-17 to 2020-21. He further clarified that the timeline for uploading the data was 10th September 2021. However, the session would be considered up to December 2021 due to problems faced as a result of the COVI-19 pandemic.

Dr. Bhagade requested all to go through the respective metrics prepared by them and remove data for 2015-16 and add data for 2020-21.

Dr. Thomas exhorted all to keep up the good effort and complete the work in a timely manner. He emphasized the need to continue with regular curricular activities despite the work pressure.

The meeting came to an end with a vote of thanks by Dr. Advait Bhagade.

Dr. K.T. Thomas	IQAC Chairman	<u>Thomas KT</u>
Dr. Advait Bhagade	IQAC Coordinator	<u>Bhagade</u>
Fr. Praveen D'Souza	Member	<u>Praveen</u>
Mrs. Soma Banerjee	Member	<u>Soma</u>
Dr. Ashwini Paradkar	Member	<u>Paradkar</u>
Mr. Biju A.	Member	<u>Biju</u>
Mr. Rojo John	Member	<u>Rojo</u>
Dr. Purabi Bhattacharya	Member	<u>Purabi</u>

Action Taken Report for IQAC Meeting held on 6.8.2021

Information for the academic session was compiled by the various members related to the criteria assigned to them.

Some of the online activities held include the following:

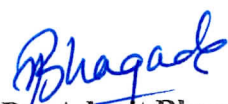
A National Webinar on Ek Bharat Srestha Bharat (EBSB) was held on 15.8.2021 to mark the 75th Independence Day of India.

A 3-Day International Conference and Symposium on the topic "Quality Education for Children and Students in Africa: Challenges and Opportunities" was organized in Collaboration with the International partner Universiti GoGlobal from 19.8.2021 to 21.8.2021.



Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator

Minutes of IQAC Meeting held on 25.8.2021

A meeting of the IQAC was held in the College library at 11.00 AM on 25.8.2021 to review the progress made for revision of metrics. The meeting was chaired by Dr. K.T. Thomas, Principal and Chairman of IQAC.









It was reported by Dr. Bhagade, IQAC coordinator, that Dr. Bhattacharya, IQAC member was not available due to medical reasons, and that Dr. Sarika Gurao, faculty member would be representing her during the meeting.

Some members reported that the metrics were almost ready, barring a few additions. Mr. Biju A. pointed out that the audit report of 2020-21 was not yet made available by the internal auditor, as a result of which revision of some metrics was not possible. Similarly, Mrs. Soma Banerjee pointed out the percentage of pass outs for 2020-21 could not be determined without the result Gazettes, some of which were still not received from the University.

Dr. K.T. Thomas asked the members to ready the other metrics while he would try to expedite the issue of the documents that were wanting.

A metric wise review was then taken to ensure that all information pertaining to the session 2020-21 would be accounted for in the SSR.

The meeting came to an end with a vote of thanks by Dr. A.P. Paradkar, member.

Dr. K.T. Thomas	IQAC Chairman	
Dr. Advait Bhagade	IQAC Coordinator	
Fr. Praveen D'Souza	Member	
Mrs. Soma Banerjee	Member	
Dr. Ashwini Paradkar	Member	
Mr. Biju A.	Member	
Mr. Rojo John	Member	
Dr. Sarika Gurao	Faculty	

Action Taken Report for IQAC Meeting held on 25.8.2021

Information for 2020-21 was gathered and finalized for SSR by all members.

Online activities continued as per planned.



Dr. K.T. Thomas

Principal



Dr. Advait Bhagade

IQAC Coordinator