**INTERNAL QUALITY ASSESSMENT COMMITTEE (IQAC) MEETING**

A meeting of the Internal Quality Assessment Committee (IQAC) will be held on Saturday,

July 14, 2018, at 9:30 a.m. in the Trustee’s Room.

**AGENDA**

1. To read and confirm the Minutes of the IQAC meeting held on Saturday, March 3, 2018
2. Matters arising from Agenda Item No.1

III. To report on the following:

1. **Curricular Aspects**

* Prof. Sarvani to inform the IQAC members on the progress of OMR sheets for feedback requirements.
* Prof. Gonsalves to update members regarding collaboration with NASSCOM for the introduction of new courses.
* The Principal to update IQAC regarding management’s approval for the new short term courses (MS Office and Tally, Web Designing).
* Mr. E. Fernandes and Prof. S. Bhagwat to provide an update on the Citizen Leadership course.

1. **Teaching-Learning and Evaluation**

* Regarding Attendance, use of Biometrics is awaited.
* To report on the results of FY and SY students. Emphasis to be laid on Remedial Classes.

1. **Research, Innovations, and Extension**
   * + - Prof. Shirly George to report on Faculty Exchange and Student-Exchange Programmes.
       - Prof. Shirly George to suggest measures to improve the quality of Research.
2. **Infrastructure and Learning Resources**

* Maintenance and introduction of ICT
* Update on the hygiene audit recommended by Mr. J. D’souza

1. **Student Support and Progression**

* To report on the activities of the Placement Cell.
* To address the persistent problems encountered in the tracking of students’ progress.

1. **Governance, Leadership and Management**

* The principal to inform the IQAC regarding recommendations made by Principal Vijay Joshi at the time of the External Audit.
* Alumni Association: Plans for 2018-19.

1. **Institutional Values and Best Practices**

* To report on value education programmes to be conducted for FY and TY students.
* To report on the International Conference to be conducted by the Cardinal Paul Poupard foundation in 2018-19.
* To inform the members about other seminars and conferences to be conducted in the year 2018-19.

IV. Any other business with the permission of the Chair

**PRINCIPAL**