

GOA UNIVERSITY
Taleigao Plateau, Goa

Minutes of the Meeting

A meeting of the Internal Quality Assurance Cell (IQAC) was held on 22nd November, 2013 at 11.00 a.m. under the Chairmanship of the Vice Chancellor in his Chamber.

The following members attended the meeting.

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| 1. Prof. V.P. Kamat, Registrar | - Member |
| 2. Prof. Y. V. Reddy, Dept. of Commerce | - Member |
| 3. Prof. N. Shyam Bhat, Dept. of History | - Member |
| 4. Prof. Kiran Budkuley, Dept. of English | - Member |
| 5. Dr. M. S. Dayanand, Dept. of Management | - Member |
| 6. Dr. V. S. Nadkarni, Dept. of Chemistry | - Member |
| 7. Dr. Ramesh Pai, Dept of Physics | - Member |
| 8. Shri Ramrao Wagh, Dept. of Comp. Sci. & Tech | - Member |
| 9. Prof. M. Srikanth, BITS, Goa Campus | - Member |
| 10. Dr. Pranab Mukhopadhyay, Director | - Member Secretary |

Prof. M. K. Janarthanam, Dr.A.G. Balasubramanian and Shri Nitin Kunkolienker expressed their inability to attend the meeting.

2. The Vice Chancellor welcomed the members. He thanked Dr. V. S. Nadkarni, the outgoing Director for taking care of the activities of the IQAC in addition to his academic assignments. Dr Nadkarni thanked all members and the administration for their support during his tenure as Director. The Vice Chancellor also introduced Dr. P.Mukhopadhyay who was taking over as Director, IQAC. Dr Mukhopadhyay sought the support from the members present in the work of IQAC.
3. The Chairperson informed the members that the meeting was called to discuss and approve the AQARs 2012-13 and to plan future programmes of the IQAC.
4. The Director informed that the IQAC is in the process of devising a format for data collection from faculty members on monthly basis which could also help the IQAC. The Faculty could submit information required for various purpose in these e-forms and avoid duplication of information submission. This would help the faculty in preparation of their self appraisal reports also.

5. It was decided to have a meeting of the IQAC members with HODs and all faculty members on 27/11/2013 at 4.00 p.m. in the Seminar hall, Arts Faculty to appraise them of the parameters required for IQAC and NAAC.
6. It was further suggested by members that the IQAC should plan its activities in collaboration with different University sections, committees and Departments to make IQAC an integral part of University's activities and thereby fulfil its mandate.
7. The Members suggested that website access be given to individual teachers in order to enable them to update their profile. The access is presently not available to Faculty. It was decided to discuss this matter with the HOCC and examine its technical feasibility.
8. Sine NAAC requires the IQAC to prepare a SWOT analysis it was suggested that the students of Department of Commerce could be requested to help in this process. The Dean of Commerce, Prof. Y.V. Reddy agreed to the request and said that their students would prepare the SWOT analysis based on parameters required by NAAC in consultation with the IQAC.
9. The e-feedback for courses was discussed and it was proposed that the same mechanism of using Google Apps would be continued for the semester ending November 2013. However, for the forthcoming semester an attempt will be made to use Moodle as an academic management tool. It was further decided to request Prof. Ramrao Wagh to conduct two training workshops in December 2013 so that the faculty could learn the software and start using the same for the current semester. Prof. Wagh agreed to the request.

The meeting was ended with thanks to the Chair.

(Dr. P. Mukhopadhyay)
Director, IQAC