



PADUA COLLEGE OF COMMERCE AND MANAGEMENT
(Affiliated to Mangalore University & Recognised by Govt. of Karnataka)
(A Unit of Catholic Board of Education)
Nanthur, Mangalore – 575 004

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IQAC REPORT 2020-2021

The IQAC meeting for the academic year 2020-21 is scheduled on 24th August 2021 at 4 P.M in Principal Chamber. Please make it convenient to attend.

Agenda:

1. Preparation for NAAC
2. Admissions for the academic year 2021-22
3. Quality enhancement programs
4. New program – BCA
5. Professional development of Staff/FDP's
6. Suggestions from members/any other matter
7. Any other matter

Members present for the meeting:

1. Prof. Rajan V. N
2. Prof. Roshan Santhumayor
3. Mrs. Jesfrida Priya Menezes
4. Mrs. Zeena Cornelio
5. Mr. Deenath Alton Dsa
6. Mr. Shridhara
7. Mr. Lavith Raj
8. Austin Samuel Pinto
9. Mrs. Vineetha Thresa Cutinha
10. Dr. Prakash Pinto
11. Mrs. Niveditha Caroline Lobo
12. Vijaya N Shetty

The first IQAC meeting for the year 2020-2021 was held on 24th August 2021. The meeting was held in the Principals Chamber at 4:00 P.M.

Meeting began with a silent prayer followed by words of welcome from the Principal Prof. Rajan V.N, Principal Prof. Rajan V.N introduced himself to the members, as he was appointed recently on 10-07-2021 after the transfer of Rev. Fr Alwin Serrao.

The IQAC coordinator Mrs. Jesfrida Menezes kept forward the minutes of the previous meeting. The report was proposed by Dr. Prakash Pinto.

The principal then informed the members about the NAAC Peer team visit to be held on 27th and 28th September 2021. Dr. Prakash Pinto, Dean of St. Joseph's Engineering college briefed about the Peer team visit at their College. He informed that Cultural Program should be kept ready.

Mrs. Niveditha Lobo, GFGC Carstreet College suggested having a dry run at the college by appointing a delegate IQAC Co-ordinator from outside college. She also suggested on giving training to the students to talk in English/Hindi languages during the Peer team visit. Training to the Alumni is also required on matters like library budget, admission, Sc/St, Cost of a Student, infrastructure facilities, library log book, Salary, etc. Salary information of the staff should be known by all staff members.

She also informed that the following information and things should be kept ready.

- 1] Social Security measures.
- 2] Reason for the decrease in admission.
- 3] MOU's.
- 4] Programs conducted for the year.
- 5] Working conditions of computers.
- 6] Software/Configuration of computers.
- 7] 2020-21 updated information.
- 8] The list of improvements.
- 9] Department Profile.
- 10] Suggestion Box.
- 11] Grievance redressal.
- 12] Contribution of Alumni to the college.

The principal informed that the College has tied up with code Unnathi, a skill development training program, will begin CA Foundation Course and also a tie-up with Deccan herald to help students with competitive exams.

The meeting ended at 5:00 P.M. with Mr. Roshan Santhumayar, proposing the vote of thanks.

Tufindo

IQAC Coordinator

[Signature]
Principal
Principal 24/9/21

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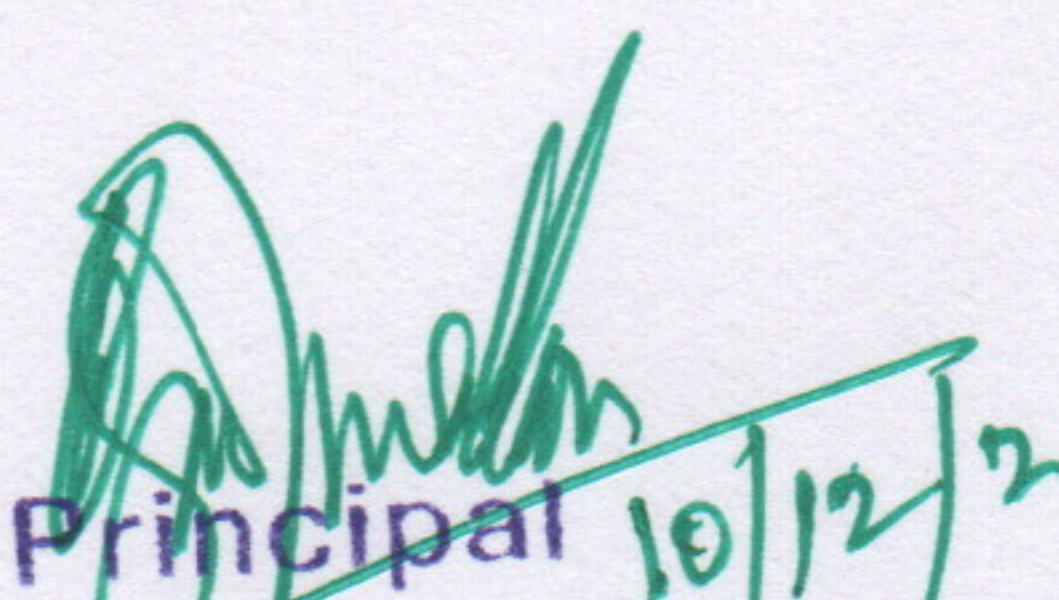
Action Plan :

- ❖ NAAC Peer Team visited the college and the college was awarded a 'B' grade with 2.43 CGPA
- ❖ NAAC Peer Team suggested some improvements like

- Introduce soft skill courses like Tally, GST, and Personality development to instill skills among students
- Additional UG Arts and Science can be introduced.
- P.G Programme in Commerce can be introduced.
- Coaching for taking Competitive Examinations to be undertaken.
- Alumni Association be registered and strengthened.
- Placement activities need to be enhanced
- Linkages be developed with leading institutions / Industry.
- Infrastructural facilities be further upgraded.
- Research culture needs to be promoted
- IT facilities to be increased.
- Teachers with higher qualification to be appointed.

And suggested college work on it.

- ❖ Installation of fire extinguisher system in the college.
- ❖ Registration of youth Red Cross
- ❖ College initiated ToFEI Campaign to make campus Tobacco-free.
- ❖ The college has obtained building stability certificate.
- ❖ BCA program has begun and there are 62 students. A new computer Lab has been developed for the convenience of the BCA students. 8 New computers have been installed.
- ❖ One faculty cleared the NET exam and 2 Faculty members cleared the KSET exam. A total of 9 faculty members wrote the NET and KSET exams.
- ❖ MOU entered on 24/11/2021 with SEVENTH SENSE TALENT SOLUTIONS for Entrepreneurship Development Program.
- ❖ Under the project named CODE UNATHI, our college signed an MOU with HELD High Foundation on 20/09/2021 through its partnership with UNDP .
- ❖ MOU was signed with Bajaj Finserv on 23/06/2021 to train students in the field of Banking.


Principal 10/12/21
Padua College of Commerce and Management
Nanthur, Mangalore - 575 004

IQAC REPORT 2020-2021

The IQAC meeting for the academic year 2020-21 is scheduled on 6th October 2020 at 4 P.M in principal chamber. Please make it convenient to attend.

Agenda:

1. Prayer
2. Welcome – Fr. Alwin Serrao
3. IQAC report –Mrs. Jesfrida
4. Preparing for NAAC
5. Admissions for the academic year 2021
6. Quality enhancement programs
7. New program – BCA
8. Professional development of Staff/FDP's
9. Suggestions from members/any other matter
10. Vote of thanks – Mr Roshan Santhumayor

Members present for the meeting:

1. Rev Fr Alwin Serrao
2. Mr. Roshan Santhumayor
3. Dr. Norbert Lobo
4. Smt. Niveditha Caroline Lobo
5. Dr. Prakash Pinto
6. Mr. Shridhara
7. Ms. Akshatha
8. Mrs. Zeena Cornelio
9. Mrs. Jesfrida Priya Menezes
10. Mr. Deenath Alton Ds

Minutes of the meeting:

- ❖ Rev Fr Alwin Serrao, the principal chaired the meeting and welcomed the members present
- ❖ The minutes of the previous meeting were kept forward by the IQAC coordinator.
- ❖ Follow up of the last meeting was kept forward.

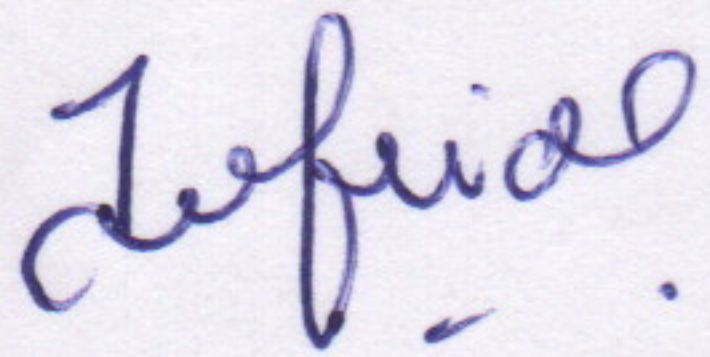
Detailed discussion of the agenda was as follows:

- 1) Principal gave a report of the facilities newly added to the college like computer lab is added on with 2 laptops; library is facilitated with E-Lib and N-List and 7 rooms with ICT projectors. A drainage system passing through the campus of Bharathi College has been constructed for the easy carriage of sewage which in turn is connected to the Mangalore city corporation.
- 2) It was brought to the notice that IIQA is filled and will be submitted on 6th October 2020. SSR is prepared with all the documents been checked by the St. Agnes Paramarsh team. Student satisfaction survey training has to be given to the students. The website is getting upgraded with all the documents relating to SSR being uploaded on it.
- 3) Principal informed about the admissions for the academic year 2019-20 BCOM-164, BBA-19. 43 students have registered for Certificate course in Aviation and Hospitality and there were 5 transfer admissions.
- 4) The college conducted Webinars, Online activities and competitions. College has also planned of signing a MOU with ICT Academy.
- 5) FDP's are planned for the teaching staff and administrative training programmes are planned for the non teaching staff.
- 6) Blood donation camp is planned for the academic year.
- 7) There is a plan to introduce BCA as a new program for which affiliation is awaited. Infrastructure for the same is also required.
- 8)
 - It was informed that 13 staff have written KSET exam and 12 are writing NET exam.
 - Mrs. Flavita has cleared NET exam in January 2020.
 - Mr Roshan Santhumayor and Mr. Prashanth have registered for Ph.D at Srinivas University.
 - Fr. Alwin Serrao's Ph.D is in conclusion stage.
 - Mr Roshan Santhumayor and Mr. Prashanth have published a book on Life Skills for the students of Mangalore University.
 - 5 staff members have completed SWAYAM course.
- 9) It was suggested that all staff should register them self for the Swayam courses as well as the ARPIT online courses. It was also suggested to AICTE short term course of 6 days.

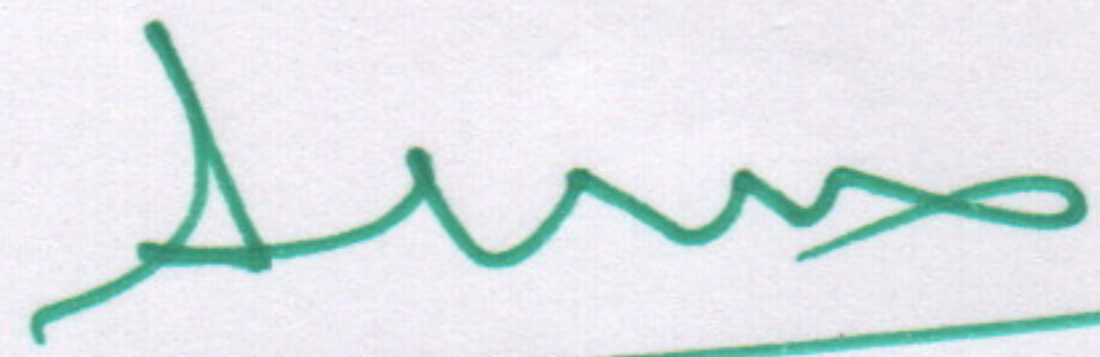
The meeting concluded with Mr Roshan Santhumayor proposing the vote of thanks.

Action Plan

- SSR has been accepted by the NAAC team, DVV is also completed and the NAAC Peer Team Visit might be visiting the college in the month of August – September 2021.
- 4 Online webinars were conducted.
- MOU has been signed with ICT Academy.
- Blood donation camp was conducted with collaboration with Fr Mullers were 84 students/Public donated blood.
- BCA programme has got permission from the university and will be started in the academic year 2021-22.
- 3 of the staff members cleared KSET and 1 staff members cleared NET.
- Mr Samuel, Lecturer, Department of Commerce is newly appointed in the place of Ms Mitchell dias.



IQAC CO-ORDINATOR



PRINCIPAL

Principal

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The meeting of the IQAC for the academic year 2020-2021 is scheduled for the 07th of December 2021 at 4.00 pm in the college auditorium. Please make it convenient to attend.

AGENDA

1. Opening remarks by the principal
2. Minutes of the previous meeting
3. Follow up of the report and activities of IQAC
4. Filling and submission of AQAR
5. Quality initiative suggestions
6. Any other matter
7. Vote of thanks

MEMBERS PRESENT FOR THE MEETING

1. Prof. Rajan V N
2. Mr. Roshan Santhumayor
3. Mr. Shridhara
4. Ms. Akshatha
5. Mrs. Zeena Cornelio
6. Mrs. Jesfrida Priya Menezes
7. Mr. Deenath Alton Dsa
8. Mr Austin Pinto

MINUTES OF THE MEETING

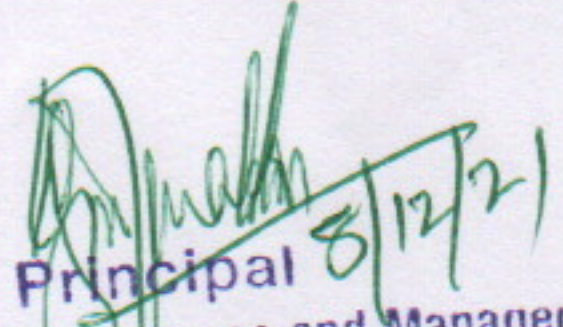
- ❖ Prof Rajan V N, the principal chaired the meeting
- ❖ The meeting commenced with a prayer led by the principal, followed by warm words of welcome
- ❖ The minutes of the previous meeting were read by the IQAC coordinator to all members

THE DETAILED DISCUSSION OF THE AGENDA WAS AS FOLLOWS

- AQAR was to be filed before 31st December 2021
- Members suggested for the conducting of student centric methods of teaching
- It was suggested to do programs for the advanced learners and slow learners.
- Staff members should appear and clear NET, KSET exams or should enrol for PHD.
- It was suggested to conduct career-oriented programs to the students

ACTION PLAN

1. AQAR filling is in progress
- 2.. Seminars and presentations are initiated to students
3. Mr Roshan Santhumayor cleared NET &KSET exam, whereas Mr Shridhar cleared KSET exam.
4. Career guidance programs were organised for the final year students to make prepared for the corporate world.


Principal 8/12/21
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