PADRE CONCEIÇÃO COLLEGE OF ENGINEERING
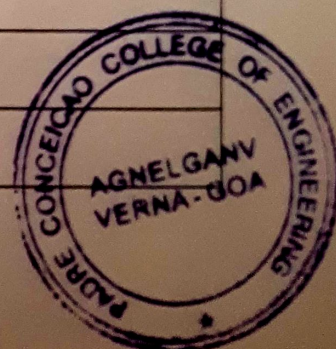
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MINUTES OF THE FOURTH IQAC MEETING

The minutes of the 4TH Institutional Quality Assurance Cell (IQAC) meeting held on the 17th of March 2023 in the Conference room, Padre Conceicao College of Engineering, Verna, Salcette, Goa.

The following members were present :

Sr. No	Name	Role
1.	Fr. Agnelo Gomes	Management Member
2.	Fr. Issac Fernandes	Management Member
3.	Prof. Mahesh Parappagoudar	Chairman
4.	Prof. Stephen Dias Barreto	Member
5.	Prof. Rahul Ribeiro	Member
6.	Prof. Jayalaxmi Devate	Member
7.	Prof. Anusha Pai	Member
8.	Prof. Shailendra Aswale	Member
9.	Dr. Joe Kurian	Co-ordinator – Member Secretary
10.	Ms. Alzira Xavier	Member
11.	Mr. Jainulla Abuddin	External Expert
12.	Dr. Pravin Malik	Alumni Member
13.	Ms. Mandira Nagarsenkar	Student Member
14.	Mr. Shailesh Khanolkar	Special Invitee
15.	Mr. Flasio Colaco	Special Invitee

The following members were not present.

1.	Prof. Venkatesh V. Kamat	External Expert
2.	Ms. Kanchan Abhay Patil	Student Member

1. **Introduction of the newly constituted IQAC.**

   The Chairman commenced the meeting and the Member Secretary introduced the new members of the IQAC.
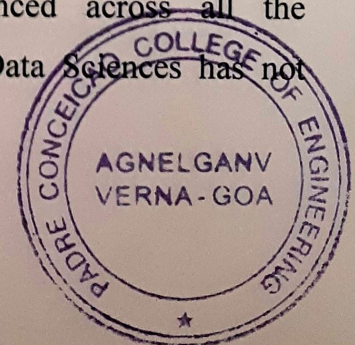
2. **Confirming minutes of the third IQAC meeting.**

   The following points were made.

   IQAC#3(3e). The utilization of Techspace could be enhanced by defining the activities carried out in Techspace as a "Service". The 3D printing and manufacturing processes that are "In-Process Goods" and "Product Development activities" are permitted under GST.   **IQAC#3(3f).** The various Engineering Board of Studies are seized of the need to change the duration of the Internship. Feasible options include clubbing the three subjects of the seventh semester and the two eighth semester subjects together in the next revision.

   IQAC#3(3h, 3j, 3k, 3i) Research involvement requires to be enhanced through lectures and interactive workshops by faculty, external resources and enhanced exposure to research technology and publishing.

   Further collaboration between faculty pursuing research and interested students can enhance research. Collaboration between faculties has to be initiated. Research requires to be promoted as a desirable goal: it has to be benchmarked and managed throughout the Organization. A regular assessment of progress towards the stated goals of research publication has to be verified periodically to identify and resolve obstacles.

   IQAC#3(4) Minor Specializations have commenced across all the Departments. The proposed Master's program in Data Sciences has not been approved by AICTE.

IQAC#3(5a) The Mechanical Department has been accredited for three years by an NBA team in April 2022.

IQAC#3(5b) AQAR format will be implemented across Departments by Heads of Departments to understand the student's perception of the Institutional Higher Educational process.

Training of faculty members would be carried out prior to implementation of the Annual Quality Assurance Report format. **IQAC#3(5d)** Psychometric testing instruments shall be procured and assessments carried out to understand students and enable adjustments and integration.
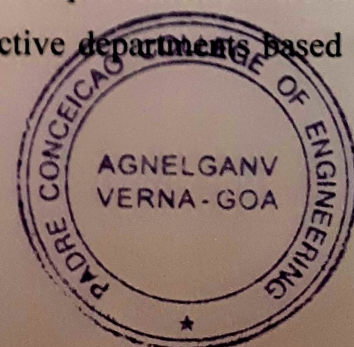
IQAC#3(6) Since the new Training & Placement Officer has taken charge, the number of Core Companies visiting the campus has increased in case of Mechanical Engineering. Godrej & Boyce, Putzmeister, Buoyancy Consultants, Adani Group, Paradeep Phosphates have interviewed the current batch. Commscope is a regular recruiter and the HR-Head is our alumnus and he regularly updates us of any job openings.

3. **Review of NBA Audit Summary of Mechanical Engineering Department.**

   Prof. Flasio Colaco presented the NBA Audit summary of Mechanical Department emphasizing the strengths and weaknesses at the Institute level and the Programme level, Action initiated on the basis of NBA feedback was also presented.

4. **Summary of Academic Audit and Action Taken Report (ATR) from the Departments.**

   Institute level Academic Audits were carried out in July 2022 and February 2023, reviewing aspects of Scheme and syllabus, Teaching-learning process, Professional activities, Faculty innovations & participation in Faculty Development Programmes, Short Term Programmes and Research & Development. Improvements were initiated by the Heads of Departments in their respective departments based on the feedback received during the Audit.

5. **Plan for Institutional Improvement.**

A. The Actions initiated on the basis of feedback received during Academic Audit (Point #4), NBA Feedback of Mechanical Department (Point #3) as well as AQAR (Point #2:5b) when filled by students will drive the Institutional improvement as listed below.

    i. Standardization of the different versions of CO-PO mapping has been initiated for the first year batch across departments.

    ii. Faculty has been empowered to revise the Targets/ Thresholds when migrating from RC 2016-17 to the current RC 2019-20.

    iii. Guidelines to faculty to engage a minimum number of lectures during a semester for 3 credit/ 4 credit courses have been initiated this semester commencing February 2023.

    iv. Internal Audits at the end of every semester, periodic review of Course Files, Formal Review of the Course Outcomes by PAC and verification of the same before every Internal Test has been initiated.

B. The NBA audit of Computer Department due in May 2023 would also be a step in Institutional Quality Assurance and improvement.

C. The Green Energy laboratory has commenced with funding from an Alumni. It was further proposed to set up a small solar power plant and facilitate research in that domain.

D. It was also decided to explore research collaborations with research laboratories like NIO, Higher Educational Institutions like NIT, Goa, and State Government Departments.

E. Consultancy And Industry Institute interactions in the domains of Minor Specializations across Departments as well as Mechatronics & hardware development, Industry 4.0 and Environmental sustainability offer opportunities for faculty growth.
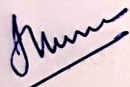
F. Faculty enrolling for Phd needs to be encouraged by the Management as well as promoting students to collaborate with faculty during the Phd research progress.

G. PCCE needs to encourage faculty to innovate in the domain of Research, Startups, New Product Development, Creative Assignments, Open Electives, Aptitude Trainings, Mini Projects, Communication Workshops, Skill Workshops and Mock Interviews to enable student potentialities differentiating the students' educational experience.
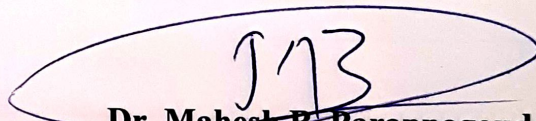
6. **A O B with permission of the Chair.**

The Member Secretary proposed a vote of thanks to all those who participated in the IQAC and concluded the meeting.

Dr. Joe Kurian
Coordinator and Member Secretary- IQAC

Dr. Mahesh B. Parappagoudar
Principal and Chairman - IQAC