

MINUTES OF THE STAFF MEETING HELD ON 05/05/2018 AT 1000 HRS IN THE
COLLEGE CONFERENCE HALL CHAIRED BY THE PRINCIPAL, GOVERNMENT
COLLEGE OF ARTS, SCIENCE & COMMERCE QUEPEM-GOA.

The following points were discussed:

1. The Principal, Dr. Joydeep Bhattacharjee welcomed all staff members, and introduced the newly appointed Assistant Professors- Ms. Dixita Shingadi (Geography) and Mr. Krishna Kumar Bandolkar (Economics).
2. The Principal informed all present that the second year results would be announced later in the day. He also appreciated the teachers for having completed the assessment of answer books in time. The First Year results would be announced at a later date after the receipt of instructions regarding grading with endowment marks as per CBCS from the Goa University. He also requested the teachers distributing the marksheets to inform the students to take admissions to Third Year irrespective of any backlogs. The students are also to be instructed to answer the supplementary examinations in their own interest.
3. The Principal further declared that admissions for the academic year 2018-19 would be offline and that the prospectus will be made available for sale (Rs.200 Only) from 7th May 2018 onwards. He also emphasised that local students from Quepem taluka should be given preference during admissions.
4. It was decided that the schedule for admissions (Arts, Commerce and Science) would be as follows:
First year: 8th to 14th May 2018; Second and Third year: 4th to 9th June 2018.
Students who have passed Std. XII this year would be admitted in the first round, whereas the others would be admitted in the second round of admissions in June 2018 if seats remained vacant.
5. The Principal further explained the admission procedure to the admission committee members. The admissions would be held in the college auditorium, with maximum 50 students being admitted per faculty in a day. He also requested the teachers to counsel the students in choosing subject combinations, and to meticulously check all the documents needed for completion of admission formalities.
6. It was informed by the Principal that the mode of fee payment during the time of admissions would be by DD/ Bank Challan/Credit or Debit Card.
7. In view of the recently held End Semester Examination, the Principal lauded the efforts of invigilators in curbing malpractices, and reiterated the significance of inculcating ethical practices in educational institutions.
8. The Principal highlighted the importance of NCC for college students. He also requested any two teachers (one gent and one lady below 40 years) to volunteer and take up NCC as an additional duty.
9. The junior teachers were informed by the Principal regarding Refresher/Orientation courses of various universities and requested to complete them in time.
10. The meeting ended with thanks to the Chair.