

Minutes of the IQAC Meeting of 2nd November 2017

Members Present:

- George Padikara
- Jacob Ezanikatt
- Tony Sam George
- Karuna Bhaskar
- S V Suryarekha
- Saritha Mathew
- Sritha Sandon

Apologies

- Molly Joy
- Sangeetha Reddy
- Sr. Genevieve

Proceedings

Bro. George welcomed the members and requested Bro. Jacob to lead the members in prayer. Bro. Jacob called upon God to grant the members with divine wisdom in all the decisions that were being made and in life's journey. Following this, the minutes of the previous IQAC meeting were read and ratified. The action taken report was given. Briefly, for staff development, it was noted that the non-teaching, especially maintenance staff expressed comfort with very informal self-work through art or some similar activity. Efforts are being made to help them become comfortable with coming together for an FDP. It was also noted that a student conference was planned for February 2018. The purpose and philosophy of encouraging students to present in a non-threatening environment was explained. It was noted that the academic audit was not carried out since LIC of BU did not carry this out this year and the college needs to do the same. With regards to the clinic, it was reported that the work was still in progress to create networks that would generate income and bring in more exposure to clinical work for the students. It was reported that internships and field visits were not being carried out with the rigor that was expected as the current syllabus for MSc Psychology does not provide opportunities for the same and time constraints make it very difficult for the students to go for internships. It was also noted that peer evaluations were being carried out regularly. It was finally noted that the international conference was rescheduled for 2018 to coincide with 20 years of the establishment of Montfort College. Matters that would be taken up in the agenda were not reported.

Following this, the agenda for the meeting was taken up.

The first matter to be taken up was the Letter of Intent to NAAC. It was brought to the notice of the members that the college no longer had the NAAC accreditation status since July 2017. It was stated that the college would have to send a Letter of Intent to NAAC for reaccreditation and that this would be the 3rd cycle. The Self-Study Report was in the second draft and the college had submitted the Annual Quality Assurance Report even though the college was no longer accredited. There was some discussion regarding whether there would be enough time after the LOI was submitted to complete the SSR and submit it within the stipulated 1 month. It was noted that the information needed for the SSR was in place but needed to be put in the new format. It was noted that the new format was different from the old one with more objective type questions and percentages being called for.

The next matter to be taken up was the plan for the coming academic year. One plan was to offer short-term courses on specific forms of therapy so that students would have the added skill of a specific therapy in addition to their regular skills. These add-on courses would be at a cost. Bro. George mentioned that the college would collaborate with Centre for Psychological Counselling, Department of Psychology, Bangalore University to run these programs. The certificate will have the emblem of the University in addition to the emblem of the college and the coordinator of the Centre for Psychological Counselling and the Principal of Montfort College would both sign the certificates. Therefore, the certificate would have some added value.

Increasing placement opportunities was the next topic. Ms. Sandon explained that while majority of the students do get placed after graduating, the college is at a disadvantage because recruiters do not recruit on campus. Students either get recruited by word-of-mouth or former students in various bodies recruit our students at their places itself. So the college is not unable to show much activity in the placement centre nor is it able to meet the requirements of the university and NAAC to show campus recruitment. Further, Ms. Sandon noted that the college does not have a formal documentation of the number of students who have been placed or pursuing higher studies. Ms. Bhaskar mentioned that from an organizational perspective, if an organization is anyway getting the recruits through informal means, the organization would not go through the tedious process of campus recruitment, especially in areas like counselling where the organizations themselves are smaller and their needs are also small numbers. It was also noted that making the alumni more active and keeping track of these details would benefit not only the college and students but also prospective employers who may prefer students with 2-3 years' experience.

The next matter to be discussed was the lack of feedback from employers and from internship supervisors. After a brief discussion, the members suggested that the feedback forms be online (google-forms) or via email so that it would be more efficient. It was also suggested that students' grading be tied-in with feedback: that the students

would not be graded till the feedback was received. However, it was noted that since internal assessment marks were only 30 and that practicum involved an immense amount of work, it would be unfair to the students to tie-up feedback to it. It was decided that the supervisors could also contact work-places to get feedback from employers.

With regards to certificate programs, the members suggested looking at the glossary for colleges on the NAAC website to determine the differences between add-on programs and certificate programs. There was some discussion regarding the CBCS system and the lack of choice in the system.

The next item to be discussed was the group-therapy/ group-process for faculty. The purpose or goal was to build a team among the faculty. It was noted that since each faculty member had their own world-view and a unique set of skills and abilities, there were instances when giving and taking feedback became a challenge. The members mentioned that therapy may not be advised for colleagues however some form of team-building activity could be organized to address the issue.

SWOCH analysis for the college was taken up next. It was noted that the person who facilitates this form of analysis would have to understand the uniqueness of the institution and take the focus of the college into consideration while conducting such an analysis. Ms. Sandon requested members to suggest a suitable person for this task. The members stated they would keep that in mind.

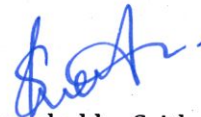
The next topic to be taken up was the lack of on-line library memberships for journals to encourage resource. It was noted that faculty and students often have to rely on free material for research. One suggestion was to use sage open access. However, it was noted that considering the varied amount of interests among the stakeholders, open access alone would not cater to the needs. Another option was to tie-up with other libraries. It was noted that while NIMHANS does allow students to access the library resources for a 2-week period, faculty do not get this access unless they are doing PhD or post-doctoral research. It was also noted that the college would have to consider investing in some of the resources such as Sage research, ProQuest or Ebscohost since this was the need of the day. Members also suggested that the faculty could look at the UGC website and website of other colleges/universities for their open access journals as well till the college was able to purchase a database. It was noted that college could bargain for what they needed with the database providers and that the investment may be 1-2 lakhs per year. With regards to hard-copy print journals, it was noted that the college subscribes to several reputed Indian journals including IAAP and NAO P. The members also suggested TISS journal (Indian Journal of Social Work) would be a good investment as they publish counselling research as well.

The final topic on the agenda was taken up: organizing programs for disaster management and gender sensitization. Members suggested that gender sensitization

could focus on appropriate behaviour for all students and that the context of culture could be incorporated where necessary.

In other matters, Dr. Tony asked if the college was checking for plagiarism in submissions. He suggested that the college invest in this activity and mentioned that there were several good freeware tools that would help discourage students from plagiarising documents. He also suggested that faculty encourage students to run the document via plagiarism detection software themselves first before submitting the assignment/ report. This would help them develop professional skills as well and would not have a punishment overtone to it. Another suggestion was to look into open-source learning management software as well which would enhance the teaching-learning environment as well. It would encourage a 24/7 classroom and discussion groups etc. A final suggestion given was to increase the focus of skills training in the course.

The members were thanked for their valuable inputs and the meeting came to an end.



Recorded by Sritha Sandon

