

**Sacred Heart College (Autonomous), Tirupattur - 635601**

**Minutes of the Governing Body Meeting**

**Date: 19/12/2020      Time: 4:00 p.m.      Venue: Board Room**

**Prayer and Welcoming**

Rev. Dr. D. Maria Antony Raj SDB, the Principal started the meeting with an Audio Visual Prayer Song "We Thank Thee".

He then welcomed the members of the Governing Body to the meeting. He welcomed Rev. Dr. John Alexander, the Rector and Secretary. He welcomed the external members of the governing body Rev. Dr. Arockiasamy Xavier, SJ, the Outstanding Educationalist, Dr. A. Liyakath Ali, Member-Syndicate, TVU, Vellore, University Nominee to the meeting. He extended his words of welcome to the internal members Rev. Dr. K.A. Maria Arokiaraj, Additional Principal, Rev. Dr. Praveen Peter, Vice Principal (Admin.) Shift-I & Controller of Examinations, Rev. Dr. G. Theophil Anand, Vice Principal (Admin.) Shift-II, Dr. S.R. Xavier Rajarathinam, Vice Principal (Academics Shift-I), Dr. A. George Maria Selvam, PG Head, Dept. of Mathematics (Shift-I), the Teacher Representatives to the meeting.

Rev. Fr. Principal informed that Rev. Fr. K.M. Jose, the Chairman and Dr. Ezhilan, State Government Nominee have expressed their inability to attend the meeting.

**Minutes of the Previous Governing Body**

Dr. A. George Louis Raja read the minutes and Rev. Fr. Principal presented the Action Taken Report of the previous Governing Body meeting held on 30/08/2019. Both the minutes and Action Taken Reports were passed without any corrections.

**Minutes of the Finance Committee**

Rev. Dr. G. Theophil Anand, Vice Principal (Admin.) Shift-II read the minutes of the Finance Committee meeting held on 12/12/2020. It was recommended by Rev. Dr. Arockiasamy Xavier, SJ to record the non-receipt of Autonomy Grant for the academic year 2019-2020 in the minutes of the finance committee meeting.

Also, it was pointed out to change the term B.Sc., Counselling Psychology as B.Sc., Psychology.

With the above amendments the minutes of the Finance Committee was passed by the Governing Body.

### **Minutes of the 36<sup>th</sup> Ordinary Meeting of the Academic Council**

Rev. Dr. Praveen Peter SDB, Vice Principal (Admin.) Shift-I & Controller of Examinations read the minutes of the 36<sup>th</sup> Ordinary Meeting of the Academic Council. It was suggested to correct the expansion for the acronym SHYIA as Sacred Heart Young Innovator Award. With the above correction the minutes of the 36<sup>th</sup> Ordinary Meeting of the Academic Council was passed by the Governing Body. The feedback analysis reports presented and approved by the board of studies of all the departments duly endorsed by Fr. Principal that was subsequently approved by the academic council was presented.

### **Minutes of the Curriculum Development Cell (CDC) Meetings**

Rev. Dr. D. Maria Antony Raj SDB, the Principal presented the minutes of the Curriculum Development Cell Meetings held on 04/08/2020, 02/09/2020, 11/09/2020, 04/11/2020, 28/11/2020 and 04/12/2020.

The following corrections were made in the above meetings:

The statement "The M.Phil., scholars who have arrears and have applied for the examination can be declared pass as per guidelines from the Government" found in the minutes of the meeting held on 02/09/2020 has to be removed.

In the minutes of the meeting held on 04/12/2020 the entry (5 out of 2 Questions) found in both UG and PG question paper pattern should be corrected as (2 out of 5 Questions).

With the above amendments the minutes of the Curriculum Development cell meetings held on 04/08/2020, 02/09/2020, 11/09/2020, 04/11/2020, 28/11/2020 and 04/12/2020 were passed by the Governing Body.

Rev. Dr. D. Maria Antony Raj SDB, the Principal briefed about the conduct of April 2020 Examinations in Online mode. He explained about the indigenously tailored software which had provisions to upload the question papers and answer scripts, invigilation and evaluation. He further stated that as per Government

regulations the students without internet access were allowed to appear for the examination in the campus.

Dr. A. Liyakath Ali, Member-Syndicate, Thiruvalluvar University highly appreciated the efforts of the college in the conduct of online examinations and also appreciated the support of Sacred Heart College in automating the preparation of Seniority List of Faculty members in the affiliated colleges of Thiruvalluvar University.

Rev. Dr. Arockiasamy Xavier, SJ also acknowledged this initiative and suggested to get a Letter of appreciation from Thiruvalluvar University and to upload it in the official website of the college.

### **Admissions**

Rev. Dr. D. Maria Antony Raj SDB, the Principal presented the admission statistics. He informed that seats in all the Undergraduate programmes are full except for B.A. (History). He also stated that seats in most of the Postgraduate courses are also full, although vacancies are there in M.Sc., (Biochemistry), M.Com., M.A (Tamil and Economics) programmes. Due to change of policy by UGC and also delayed permission granted by the university, the M.Phil admission have dipped.

Rev. Dr. John Alexander SDB, the Rector and Secretary suggested including the admission data of Adi Dravidar Christians.

### **Results**

Rev. Dr. Praveen Peter SDB, the Controller of Examinations presented the results of April 2020 examinations and also the April 2020 arrear examinations results for ratification.

### **Scholarships and Research Grants**

Rev. Dr. D. Maria Antony Raj SDB, the Principal briefed on various scholarships provided to the students. He noted that there is a dedicated desk in the college office which handles solely the student scholarships. He was happy to place on record that Rs. 2.41 Crore worth of scholarships was received through various Government/Non-Government scholarship schemes and Rs. 2.39 Crore has been disbursed to the students. He also highlighted about the Management

scholarship worth Rs.35 Lakhs, Mid-day meal scheme worth Rs. 5.33 Lakhs and IVDP scholarship for orphan/semi-orphan students for 6 Lakhs.

In addition to providing seed money to faculty, Fr. Principal suggested that from next year a separate grant , "Fr Carreno Grant", for about Rs. 3,00,000, would be constituted for full time research scholars

It was suggested by Rev. Dr. K.A. Maria Arokiaraj, Additional Principal to include the matching grant in student contributory scholarship.

Rev. Dr. D. Maria Antony Raj SDB, Principal further briefed about the research grants instituted by the management for students and faculty.

### **Details of Left Students**

Rev. Fr. Principal presented the list of students discontinued the courses on personal reasons.

### **Supporting the education of children of Domestic Staff**

Rev. Fr. Principal mentioned that as per the guidelines by the Salesian Province of Chennai to support the education of children of domestic staff working in Salesian institutions, 75% of college fee will be waived for the children of domestic staff, 50% for the children of management non-teaching staff, and 25% for the children of management teaching staff studying in sacred heart college. Further, he also mentioned that Rs.5000 will be provided for each of the children of domestic staff studying in other schools.

### **Annual Quality Assurance Report (AQAR)**

Rev. Fr. Principal presented the AQAR for the academic year 2019-2020 and sought for the approval of the Governing Body. The Governing Body approved the AQAR of the academic year 2019-2020.

### **Autonomy Extension**

Rev. Fr. Principal informed that the visit of the Autonomy Extension Committee is scheduled on 5<sup>th</sup> and 6<sup>th</sup> of February, 2021.

### **CIBI (Centre for Innovation and Business Incubation)**

Rev. Dr. G. Theophil Anand, Vice Principal (Admin.) Shift-II briefed about the proposal to promote incubation in the campus called as CIBI. The members were very much appreciative about this initiative.

## **Endowments**

### **Fr. Carreno Research Grant for Ph.D. Scholars**

Rev. Fr. Principal noted that Fr. Carreno Research Grant for Ph.D. Scholars will be constituted to provide seed money to aid the research of Ph.D. scholars, in addition to existing grants.

## **Digitization of Administration**

Rev.Fr.Principal mentioned about the new add-ons in the e-Administration of Sacred Heart College. He noted that admissions for the academic year 2019-2020 was done online. Provisions were made in the web portal for online submission of application, payment of application fee, certificate verification, payment of college fee and downloading of admit card. He also mentioned about the conduct of April & November-December 2020 examinations in online mode.

## **Outcome Based Education Syllabus**

Rev. Fr. Principal informed that due to the National Education Policy (NEP) 2020, the revision of curriculum under OBE framework is put on hold, and once the clear guidelines are released by the Government, OBE framework will be implemented.

## **Future Projects**

Rev. Fr. Principal presented the following future projects of the college

- Additional Classrooms
- PG Lab for Microbiology
- Green Initiatives
- Gray Water Conversion
- Leadership Training Centre
- Plantation of Palmyra trees one lakh Next three years ...(Cont.)
- Start ups
- Digitization of Library
- Upgradation of Smart Classrooms
- Herbal Garden

He also noted that the above projects will be implemented from time to time based on the availability of funds.

### **New Courses**

Rev.Fr.Principal informed that B.Sc., (Psychology), M.Sc., (Applied Micro biology), Postgraduate Diploma in Cyber Security and Postgraduate Diploma in Data Science courses will be started from next academic year 2021-2022.

### **Feedback of Rev. Dr. Arockiasamy Xavier**

Rev. Dr. Arockiasamy Xavier appreciated the efforts of the college and felt that the proceedings were interactive and impressive. He was also happy to note that reasonable sum of digital books were added in the digital resource. He suggested to contact like minded institutions to support the CIBI incubation center. He also suggested to include the items Endowments in the report and the item left students can be renamed as discontinued/dropouts.

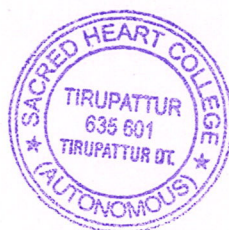
### **Feedback of Dr. A. Liyakath Ali**

Dr. A. Liyakath Ali acknowledged the efforts of the college, particularly the scholarships and fee waiver for the children of domestic and non-teaching staff. He also appreciated seed money provided for research.

### **Vote of Thanks**

Rev. Dr. D. Maria Antony Raj SDB, the Principal acknowledged the members for their contributions. After which, the members disbursed for the group photo.

Minutes prepared by  
Dr. A. George Louis Raja  
Head, Dept. of MCA



  
Principal 19/12/20

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