



### MEETING NOTICE

SPC/AC/2016-17/M.1

20.05.2016

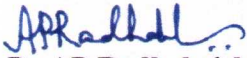
Sirs/Madams

Sub: Regular Academic Council Meeting Notice – Meeting No. 2016-17/M.1

With reference to the subject cited above, a meeting of the Academic Council is scheduled for **June 01, 2016 at 3:00 pm in IQAC Office**. Please make it convenient to attend the meeting with the most recent information on the topics that affect them as per the meeting agenda stated below.

#### Agenda

1. Presenting the Previous meeting and Approval
2. Approval of the Department workload and faculty requirement
3. Discussion on Subject specific Electives and Open electives
4. Academic Calendar of the Institution
5. Addon/Certificate Program and Approval for the academic year 2016-17
6. Introduction of new program/discontinuing the program
7. Any other matter with the permission of the Chair.



**Dr AP Radhakrishna**

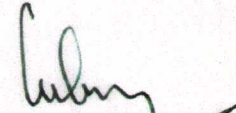
Secretary, Academic Council

**Coordinator**

Copy to **IQAC**

**St. Philomena College, Puttur**

1. All Subject Department HoDs and Subject Coordinators
2. IQAC



**Leo Noronha**  
Principal

**PRINCIPAL**

**ST PHILOMENA COLLEGE**  
PHILONAGAR, DARBE, PUTTUR - 574 202



### Proceedings:

1. Secretary Dr. A. P. Radhakrishna presented the minutes of the Previous meeting held on 2.11.2015. Prof. Dinakar Rao passed the minutes, Mr. Radhakrishna Gowda seconded the minutes.

*Res : The house passed the minutes without any change.*

2. The Principal, in his introductory remarks, emphasized quality education and essentially, at the same time, appealed to have a strategic approach for maintaining and increasing student strength. He requested the deans, HOD, and conveners of different associations to call up departmental meetings and to get ready with the action plan for the odd semester. And the same has to be placed on IQAC. He also said that according to the University circulars received, the odd semester period is from July 01 to October 22, 2016.

*Res : Resolved to regularly organize meetings of the relevant departments and functional units to create an action plan and launch supplementary initiatives.*

3. Department Workload for the Year 2016-17

Members discussed the Department work load and the strategic plan to increase the student strength. As per the W form received by the Departments, the Computer Science Departments required the new faculty to fulfilling the workload. Chairman said he would look into the matter. If the faculty requirement is there, that will be discussed in the Management, and the measures will be taken, said the Principal.

*Res: Workloads of subject departments and staff requirement as per that approved.*

4. Members discussed the academic Calendar. They decided in the meeting to prepare the academic Calendar and distribute it to the Departments. Prof. Ganapathy and Mr. Vinaya Chandra entrusted the responsibilities of preparing the academic Calendar. They decided in the meeting to have the academic Calendar online with the Plan of Action of IQAC so that all activities in the College go on smoothly.

*Res: Academic calendar finalized and approved.*

5. Members discussed the Subject Specific elective and open elective offered in the Odd semester. The Council decided to offer the **Constitution of India** for First semester students, **General Studies** for Third Semester Students of the B.A./BSc Program, and **Environment Studies** for the First semester BBA students.

*Res: Subject specific and open elective course lists were finalized and approved.*

6. Members discussed the Fieldwork practicum for BSW and BCA students of the Fifth semester and the modalities.





7. Secretary presented the list of add-on/Certificate programs. Among the 20 Certificate programs to be offered by different Departments, except Yakashagana by Yaksha Kalakendra of the College, because of the inadequate facilities, 19 certificate programs were approved by the Committee. The Chairman directed the Departments to follow the Guidelines in conducting the program and students should get the maximum benefit.

*Res : Add-on certificate programs list finalized and approved.*

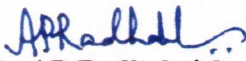
8. Members discussed the possibility of the new programs. The Members favored the beginning of the P.G. program in Hindi and History and Botany.

9. Any other matter:

- Principal instructed to monitor student attendance regularly, conduct bridge courses and and organize programs for advanced and slow learners.
- Mr. Ganapathy S suggested that faculties must be motivated to participate in refresher courses
- Mr. Udaya K suggested a preference for certificate courses and frequently monitored the student's participation.
- Prof Vishnu Bhat requested the Principal to involve teachers of respective faculty in the fresh admission processes.

### Resolution:

With the vote of thanks by the secretary, the meeting concluded



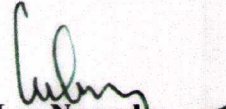
**Dr AP Radhakrishna**

**Secretary, Academic Council**

**Coordinator**

**IQAC**

**St. Philomena College, Puttur**

  
**Leo Noronha**  
**Principal**

**PRINCIPAL**  
**ST PHILOMENA COLLEGE**  
**PHILONAGAR, DARBE, PUTTUR - 574 202**



### MEETING NOTICE

SPC/AC /2016-17/M.2

25.10.2016

Sirs/Madams

Sub: Regular Academic Council Meeting Notice – Meeting No. 2016-17/M.2

Regarding the subject cited above, a meeting of the Academic Council will be held on **November 02, 2016**, at 3:00 pm in **SPANDANA**. Please make it convenient to attend the meeting.

#### Agenda

1. Presenting the Previous meeting and Approval
2. Review of Academic activities.
3. Discussion on Subject specific Electives and Open electives for the Even Semester
4. Review of Certificate program.
5. Any other matter

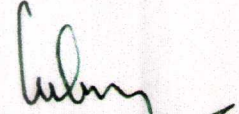


**Dr AP Radhakrishna**  
Secretary, Academic Council

**Coordinator**

Copy to: **IQAC**  
St. Philomena College, Puttur

1. All Subject Department HoDs (UG & PG)
2. IQAC



**Leo Noronha**  
Principal

**PRINCIPAL**  
**ST PHILOMENA COLLEGE**  
PHILONAGAR, DARBE, PUTTUR - 574 202



### Proceedings:

1. Secretary Dr. A. P. Radhakrishna presented the previous meeting minutes on 1.06.2016. Prof. Dinakar Rao passed the minutes, Mr. Radhakrishna Gowda seconded.

*Res: The house passed the minutes without any change.*

2. Secretary presented the follow-up action on the resolution made in the previous meeting

- The elective papers were introduced for the I and III semesters.
- Nineteen certificate programs are offered by different Departments as decided.
- The beginning of new programs in P.G. studies is in the discussion.

3. The Principal appreciated deans and departmental heads helping to smooth the odd semester's functioning.

4. The Principal conveyed special thanks to the examination Committee and particularly to Mr. Vinayachandrra for seating arrangements in the examination hall to curb malpractice attempts of students.

5. The Principal informed the council that University Examinations for the Odd semester were held on October 26, 2016, and went smoothly.

6. Dr. Prasanna Rai suggested shifting P.U Botany/Zoology Laboratories to the PUC building to avoid overlapping the time table Principal assured to have a separate meeting for the discussion of the same.

7. The Principal also emphasized the care required during University Examinations and requested the Invigilators to be more vigilant in their assignments so that the squad detects no malpractice cases.

8. Members discussed the subject-specific electives and open electives introduced in the odd semester and decided in the meeting to introduce **Human Rights, Gender & Environmental Studies** as elective paper for BSc, B.A., and BCom of II semester. **Constitution of India** for II semester BBA.

9. Members reviewed the conduct of Certificate programs. The Principal directed the concerned members to ensure that the Certificate Program is going on smoothly.

### Any Other Matter :

- The Principal informed the council members that the Annual athlete meet is scheduled on December 21, 2016, and I.T. Fest 'Pinnacles' is to be held on January 12, 2017
- Mr, Vinaya Chandra informed, tentatively, that the first I.A. examination will be held in the first week of February.
- Prof. Maxim Carl initiated a discussion on college timings, and better to start the classes from 9.15 am instead of 9 am, because of the students coming from remote places.



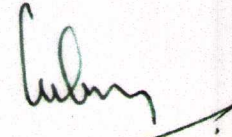
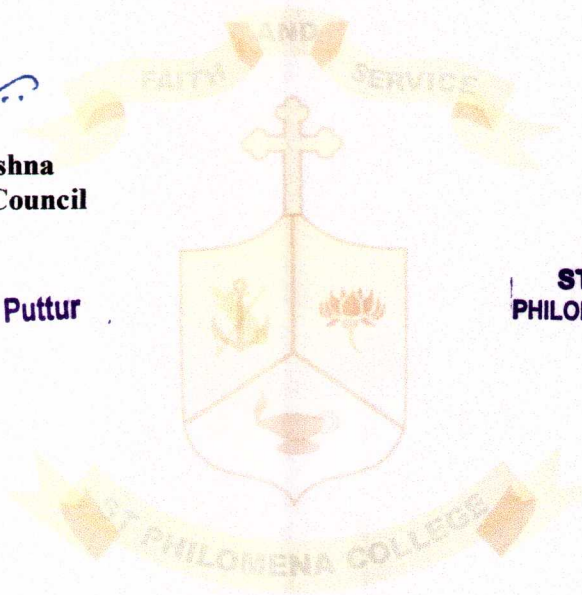
### Resolution:

- It was resolved in the meeting to introduce **Human Rights. Gender & Environmental Studies** as elective paper for BSc, B.A., and BCom of II semester. **Constitution of India** for II semester BBA.
- It was resolved in the meeting to conduct the Certificate program systematically.

With a vote of thanks by the secretary, the meeting was adjourned.



**Dr AP Radhakrishna**  
Secretary, Academic Council  
**Coordinator**  
**IQAC**  
St. Philomena College, Puttur



**Leo Noronha**  
Principal  
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