



MEETING NOTICE

SPC/IQAC/2021-22/M.1

25/12/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2021-22/M.1

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 03, January 2022 at 3:00 pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

1. Assuming the new Chairman of IQAC, Rev. Dr Antony Prakash Monteiro
2. Discussion on the Circular received by Mangalore University on Digital fluency in NEP
3. Preparation of AQAR
4. Follow-up of SSR preparation
5. Any other matter with the permission of the Chair

Copy to :

1. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
2. Prof. Udaya K, Dean of Science
3. Prof. Ganesh Bhat, Dept. of Mathematics
4. Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics
5. Dr Chandrashekhar, Dept. of Physics
6. Dr Malini K, Dept. of Chemistry
7. Prof.Dinakara Rao, Dean of Humanities
8. Mr.Vinayachandra, HoD Computer Science
9. Dr Radhakrishna Gowda, HoD BBA Department.
10. Mr.Abdul Rahiman G, Chief Librarian
11. Dr Praveen Praaksh D'Souza, PG studies in Physics
12. Mr.John Monteiro, Administrative staff
13. Mr.Paul Herald Mascarenhas, Member, Local Society
14. Mr A Jagajeevandas Rai, Member, Alumni Association
15. CA Jagannath Kamath, Member r, Employer
16. Mr.Michel D'Souza, Member, Industrialist
17. Mr.John D'Souza, Stakeholder
18. Student Representative


Dr AP Radhakrishna
IQAC, Coordinator

Coordinator

Philonagar, IQAC 574202, Puttur, D.K., Karnataka

Philonagar, Puttur


Rev. Dr Antony Prakash Monteiro
Principal

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

Meeting Type	Regular IQAC Meeting - Meeting No. 2021-22/M.1
Date & Time	03, January, 2022 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Rev. Dr Antony Prakash Monteiro	Chairman	
2.	Very Rev. Fr Lawrence Mascarenhas	Managing Representative	
3.	Dr. AP Radhakrishna	IQAC Coordinator	
4.	Prof. Udaya K,	Dean of Science	
5.	Prof. Dinakara Rao,	Dean of Humanities	
6.	Prof. Ganesh Bhat	Associate Professor, Dept. Of Mathematics	
7.	Dr. Malini K,	Associate Professor Dept. Of Chemistry	
8.	Dr. Chandrashekhar	Associate Professor, Dept. Of Physics	
9.	Mr. Vinayachandra,	HoD, Computer Science	
10.	Dr. Emmanuel Deepak D'Silva	Coordinator, PG studies in Physics	
11.	Mr. Abdul Rahiman G,	Chief Librarian	
12.	Mr. Paul Herald Mascarenhas	Member, Local Society	
13.	Dr. Praveen Prakash D'Souza,	Assistant Professor PG studies in Physics	
14.	Mr. John Monteiro,	Administrative Staff	- ABSENT -
15.	Mr. A Jagjevandas Rai,	Member, Alumni Association	
16.	CA Jagannath Kamath	Member, Employer	- ABSENT -
17.	Mr. Michel D'Souza,	Member, Industrialist	ABSENT
18.	Mr. John D'Souza,	Member, Stakeholder	- ABSENT -
19.	Dr. Radhakrishna Gowda	HoD BBA	

MEETING MINUTES

Present:

1. Rev. Dr Antony Prakash Monteiro
2. Very Rev.Fr Lawrence Mascarenhas
3. Dr AP Radhakrishna
4. Prof. Udaya K,
5. Prof. Ganesh Bhat
6. Prof. Dinakara Rao,
7. Dr Malini K,
8. Dr Chandrashekhar
9. Mr. Vinayachandra,
10. Dr Emmanuel Deepak D'Silva
11. Mr. Abdul Rahiman G
12. Mr. Paul Herald Mascarenhas
13. Dr Praveen Praksh D'Souza
14. Mr A Jagajevandas Rai
15. Dr Radhakrishna Gowda V

Absent:

1. Mr. John Monteiro,
2. CA Jagannath Kamath
3. Mr. Michel D'Souza
4. Mr. John D'Souza

Approval of Agenda:

Agenda

1. Assuming the new Chairman of IQAC Rev. Dr Antony Prakash Monteiro
2. Discussion on the Circular received by Mangalore University on Digital fluency in NEP
3. Preparation of AQAR
4. Follow-up of SSR work
5. Staff development program
6. Republic day celebration
7. Any other matter with the permission of the Chair

Approval of Minutes of Meeting of IQAC held on 3.1.2022.

The Minutes of the previous IQAC meeting held on 13.12.2021 was placed for the approval.

Resolution: The minutes of the meeting were confirmed and approved.

The action taken report on the recommendation of the previous IQAC meeting was placed for approval.

S.N.	Resolution / Recommendation	Action Taken
1	Preparing the common Timetable	Time Table Committee prepared the Common time Table and resolved the issue.
2	Research initiatives	Second phase VGST grants received by Dr AP Radhakrishna and Rev. Dr Antony Prakash Monteiro and equipment will be ordered soon
3	The College will observe the major infrastructure development work	The initiatives are made
4	Feedback by students and other stakeholders.	Feed Back from students and alumni are taken online.

Resolution: ATR was approved.

Proceedings of the Meeting:

- IQAC Coordinator welcomed the members and then presented the previous meeting held on **13-12-2021**, and the members approved the minutes. He thanked the outgoing Principal, Prof Leo Noronha, in his absence and remembered his contribution
- Rev. Dr. Antony Prakash Monteiro assumed the post of the Chairman of IQAC and said he would seek support from all members of IQAC and with the help of members and other teaching staff.
- The Principal informed the members that elaborate arrangements were made for introducing the NEP curriculum and several rounds of meetings were done with the NEP task force, and deans of different streams. He has also given details about the video conferences the University and the Government conducted.
- Dr. Chandrashekhar, the coordinator of the NEP task force, briefed the members on steps to implement the NEP curriculum. The google forms were distributed for electing the electives.
- The Principal informed the house that a circular dated 20.12.2021 was received from the University regarding the skill component subject - Digital Fluency.
- Dr. Chandrashekhar informed the house that Digital Fluency and Environmental Science were offered to three sections of students, and the other three sections, Yoga and Sports, were offered as value-based subjects. NCC, NSS, and Rover and Rangers were compulsory components and students will select one of the components.
- Members discussed about the open elective subjects and decided to offer elective papers from different Departments and students will study the subject across the stream as per the spirit of NEP.
- Prof. Udaya expressed his views on student-centric activities as per the NEP syllabus and said, these activities will enhance the skill of the students and also create interest in the subject.

- IQAC coordinator informed the house, that AQAR of 20-21 is almost ready and the committee is doing the review of AQAR and soon it will be submitted.
- Members also discussed SSR. They expressed their views and came to the conclusion that the criteria meeting should be held every week.
- Members have also discussed the Republic day celebration.

Any other matter :

- Discussed the discipline in the College
- More activities by the functional units
- Discussed the conduct of Certificate courses
- The infrastructure developments of the College

Resolution:

- Resolved in the meeting to introduce the digital fluency and Environmental Science subject as the skill-based component.
- Resolved in the meeting to introduce Yoga also as a skill-based component.
- Resolved in the meeting to offer elective papers by all Departments.
- Resolved in the meeting to have criteria meetings in connection with AQAR
- Resolved to have the review of the AQAR prepared.
- Resolved in the meeting to begin SSR work.

Adjournment

With the vote of thanks by the IQAC coordinator, the meeting was concluded at 4.30 pm

The following IQAC meeting will take place in the month of November's first week.

Minutes submitted by: Dr. A. P. Radhakrishna, Coordinator, IQAC

Minutes approved by: Dr Malini, Associate Professor, Department of Chemistry.



MEETING NOTICE

SPC/IQAC/2021-22/M.2

06/02/2022

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2021-22/M.2

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 16, February, 2022 at 3:00 pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

1. Review of Activities conducted
2. Blended mode of Education
3. Wall Board magazines
4. Annual Magazine
5. IA Examinations
6. Class disruption
7. Science day program
8. Follow-up of SSR preparation
9. Any other matter with the permission of the Chair

Copy to :

1. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
2. Prof. Udaya K, Dean of Science
3. Prof. Ganesh Bhat, Dept. of Mathematics
4. Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics
5. Dr Chandrashekhar, Dept. of Physics
6. Dr Malini K, Dept. of Chemistry
7. Prof.Dinakara Rao, Dean of Humanities
8. Mr.Vinayachandra, HoD Computer Science
9. Dr Radhakrishna Gowda, HoD BBA Department.
10. Mr.Abdul Rahiman G, Chief Librarian
11. Dr Praveen Praaksh D'Souza, PG studies in Physics
12. Mr. John Monteiro, Administrative staff
13. Mr.Paul Herald Mascarenhas, Member, Local Society
14. Mr A Jagajeevandas Rai, Member, Alumni Association
15. CA Jagannath Kamath, Member r, Employer
16. Mr.Michel D'Souza, Member, Industrialist
17. Mr.John D'Souza, Stakeholder
18. Student Representative

Dr AP Radhakrishna
IQAC, Coordinator


Coordinator
IQAC


Rev. Dr Antony Prakash Monteiro
Principal

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RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2021-22/M.2
Date & Time	16, February, 2022 3:00pm
Place	IQAC Office

ATTENDANCE

SN	Name of the Member	Designation	Signature
1	Rev.Dr Antony Prakash Monteiro	Chairman	<i>AP</i>
2	Very Rev.Fr Lawrence Mascarenhas	Managing Representative	<i>Lawrence</i>
3	Dr AP Radhakrishna	IQAC Coordinator	<i>AP Radhakrishna</i>
4	Prof.Udaya K,	Dean of Science	<i>Udaya K</i>
5	Prof.Dinakara Rao,	Dean of Humanities	<i>Dinakara</i>
6	Prof.Ganesh Bhat	Associate Professor, Dept. Of Mathematics	<i>Ganesh Bhat</i>
7	Dr Malini K,	Associate Professor Dept. Of Chemistry	<i>Malini K</i>
8	Dr Chandrashekhar	Associate Professor, Dept. Of Physics	<i>Chandrashekhar</i>
9	Mr. Vinayachandra,	HoD, Computer Science	<i>Vinayachandra</i>
10	Dr Emmanuel Deepak D'Silva	Coordinator, PG studies in Physics	<i>Deepak</i>
11	Mr.Abdul Rahiman G,	Chief Librarian	<i>Abdul Rahiman G</i>
12	Mr.Paul Herald Mascarenhas	Member, Local Society	<i>Paul Herald</i>
13	Dr Praveen Praksh D'Souza	Assistant Professor PG studies in Physics	<i>Praveen</i>
14	Mr.John Monteiro,	Administrative staff	<i>John</i>
15	Mr A Jagajeevandas Rai,	Member, Alumni Association	<i>Jagajeevandas Rai</i>
16	CA Jagannath Kamath	Member, Employer	- ABSENT -
17	Mr.Michel D'Souza,	Member, Industrialist	- ABSENT -
18	Mr.John D'Souza,	Member, Stakeholder	- ABSENT -
19	<i>Dr. Radhakrishna Gowda</i>	<i>HoD BBA</i>	<i>Dr. Radhakrishna Gowda</i>

MEETING MINUTES

Present:

1. Rev. Dr Antony Prakash Monteiro
2. Very Rev.Fr Lawrence Mascarenhas
3. Dr AP Radhakrishna
4. Prof. Udaya K,
5. Prof. Ganesh Bhat
6. Prof. Dinakara Rao,
7. Dr Malini K,
8. Dr Chandrashekhar
9. Mr. Vinayachandra,
10. Dr Emmanuel Deepak D'Silva
11. Mr. Abdul Rahiman G
12. Mr. Paul Herald Mascarenhas
13. Dr Praveen Praksh D'Souza
14. Mr A Jagajevandas Rai
15. Mr. John Monteiro,
16. Dr Radhakrishna Gowda V.

Absent:

1. CA Jagannath Kamath
2. Mr. Michel D'Souza
3. Mr. John D'Souza

Approval of Agenda:

Agenda

1. Review of Activities conducted
2. Blended mode of Education
3. Wall Board magazines
4. Annual Magazine
5. IA Examinations
6. Class disruption
7. Science day program
8. Follow-up of SSR preparation
9. Any other matter with the permission of the Chair

Approval of Minutes of Meeting of IQAC held on 3.1.2022

The Minutes of the previous IQAC meeting held on 03.01.22 was placed for the approval

Resolution: The minutes of the meeting were confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 03-01-2022

The Action taken Report on the recommendation of the previous IQAC meeting was placed for the approval

S.N.	Resolution / Recommendation	Action Taken
1	Resolved in the meeting to introduce the digital fluency subject as the skill-based component.	Introduced as one of the skill-based components and offered to the students of NEP mode.
2	Resolved in the meeting to introduce Yoga also as a skill-based component.	Introduced and students have studied.
3	Resolved in the meeting to offer elective papers by all Departments.	Eleven Departments have offered elective papers, and students studied the subject as per their interest across the subject stream.
4	Resolved in the meeting to have criteria meetings in connection with AQAR	Meetings were conducted
5	Resolved to have the review of the AQAR prepared.	AQAR work is in progress
6	Resolved in the meeting to begin SSR at the earliest.	SSR preparation already started

Proceedings of the Meeting :

- IQAC Coordinator read the previous meeting held on **03-01-2022**. Prof. Udaya approved the minutes, and Prof. Ganesh Bhat seconded.
- The Principal reviewed the activities conducted in the previous month. He informed the house that functional units had already begun their activities. He stressed to the members to direct the Departments to perform the activities without sparing the teaching. Doing community-oriented activities will add more value, the Principal observed. He suggested, to organize the community reach program, the functional units and Departments can contact NGOs such as Rotary Club, Lions Club, Red Cross society, etc.,
- Prof. Vinaya Chandra said the blended mode of Education is the present-day scenario of Education. Apart from classroom teaching, the WhatsApp group teacher can reach the student using Google class.
- Members discussed the blended mode of Education and decided in the meeting to have the WhatsApp group of students maintain the Google Class Room and Department YouTube Channel.
- Prof. Ganesh Bhat said the Wall Board Magazines would bring the best of students into the limelight. There is a need of efforts to strengthen the Wall Board Magazine, observed by Prof. Ganesh Bhat.

- Decided to conduct the National and International important days. In this regard, The Principal said the Science Departments have to come forward and celebrate February 28th as National Science day.
- Prof. Dinakara Rao said the Campus Greenery initiatives can be taken as a priority and identifying the plants in the Campus can be taken as one of the activity by students.
- Members discussed about IA examinations and reviewed the First IA examinations. Decided in the meeting to conduct the second IA examinations on the first week of March.
- IQAC coordinator reminded, the plan of Action of the Departments and conducting the activities online with the plan of Action.
- Prof. Udaya said the sudden change in the University directives as well as unavoidable reasons, made it difficult to stick on to the Plan of Action.
- The Principal said, even though it is not rigid and mandatory, always better to follow the plan of Action made by IQAC as much as possible.
- IQAC coordinator briefed the house regarding the AQAR and in the next meeting, he will present the AQAR.
- Members also discussed the SSR preparation.

Resolution:

- Resolved in organizing the community-oriented outreach program.
- Resolved organizing more activities by functional units.
- Resolved to conduct the regular meetings of functional units.
- Preparing the plan of Action by the Departments and conducting activities.
- Resolved the strengthening of the Wall Board magazine and bringing the regular issues.
- Resolved to take initiation for Campus Greenery and identifying Flora and Fauna of the Campus.

Adjournment

With the vote of thanks by the IQAC coordinator, the meeting was concluded at 4.45pm. .



MEETING NOTICE

SPC/IQAC/2021 - 22/M.3

10/03/2022

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2021-22/M.3

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 16, March, 2022 at 3:00pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

- Review of Activities conducted
- AQAR Review
- Follow-up of IA examinations
- Staff Development programs
- Students Union Activities
- Research and Consultancy initiatives
- Infrastructure development
- SSR Preparation related
- Any other matter with the permission of the chair

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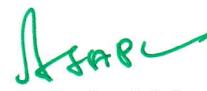
1. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
2. Prof. Udaya K, Dean of Science
3. Prof. Ganesh Bhat, Dept. of Mathematics
4. Dr Emmanual Deepak D'Silva, Coordinator, PG studies in Physics
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11. Dr Praveen Praaksh D'Souza, PG studies in Physics
12. Mr.John Monteiro, Administrative staff
13. Mr.Paul Herald Mascarenhas, Member, Locaql Society
14. Mr A Jagajeevandas Rai, Member, Alumni Association
15. CA Jagannath Kamath, Member r, Employer
16. Mr.Michel D'Souza, Member, Industrialist
17. Mr.John D'Souza, Stakeholder
18. Student Representative

Dr AP Radhakrishna
IQAC, Coordinator


Coordinator

IQAC

Philonagar, Darbe - 574202, Puttur, D.K., Karnataka
St. Philomena College, Puttur


Rev. Dr Antony Prakash Monteiro
Principal

PRINCIPAL ☎08251 230340

ST PHILOMENA COLLEGE puttur.ac.in

PHILONAGAR, DARBE, PUTTUR 574202
puttur.ac.in

RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2021-22 M.3
Date & Time	16, March, 2022 3:00pm
Place	IQAC Office

ATTENDANCE

SN	Name of the Member	Designation	Signature
1.	Rev. Dr Antony Prakash Monteiro	Chairman	
2.	Very Rev. Fr Lawrence Mascarenhas	Managing Representative	
3.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
4.	Prof. Udaya K,	Dean of Science	
5.	Prof. Dinakara Rao,	Dean of Humanities	
6.	Prof. Ganesh Bhat	Associate Professor, Dept. of Mathematics	
7.	Dr Malini K,	Associate Professor Dept. of Chemistry	
8.	Dr Chandrashekhar	Associate Professor, Dept. Of Physics	
9.	Mr. Vinayachandra,	HoD, Computer Science	
10	Dr Emmanuel Deepak D'Silva	Coordinator, PG studies in Physics	
11	Mr. Abdul Rahiman G,	Chief Librarian	
12	Mr. Paul Herald Mascarenhas	Member, Local Society	
13	Dr Praveen Praksh D'Souza,	Assistant Professor PG studies Physics	
14	Mr. John Monteiro,	Administrative Staff	
15	Mr A Jagajeevandas Rai,	member, Alumni Association	
16	CA Jagannath Kamath	Member, Employer	- ABSENT -
17	Mr. Michel D'Souza,	Member, Industrialist	- ABSENT -
18	Mr. John D'Souza,	Member, Stakeholder	
19	Dr. Radhakrishna Gowda	HOD BBA	

MEETING MINUTES

Present:

1. Rev. Dr Antony Prakash Monteiro
2. Very Rev.Fr Lawrence Mascarenhas
3. Dr AP Radhakrishna
4. Prof. Udaya K,
5. Prof. Ganesh Bhat
6. Prof. Dinakara Rao,
7. Dr Malini K,
8. Dr Chandrashekhar
9. Mr. Vinayachandra,
10. Dr Emmanuel Deepak D'Silva
11. Mr. Abdul Rahiman G
12. Mr. Paul Herald Mascarenhas
13. Dr Praveen Praksh D'Souza
14. Mr A Jagajevandas Rai
15. Mr. John D'Souza
16. Dr Radhakrishna Gowda V

Absent:

1. CA Jagannath Kamath
2. Mr. Michel D'Souza
3. Mr. John Monteiro,

Approval of Agenda:

Agenda

- Review of Activities conducted
- AQAR Review
- Follow-up of IA examinations
- Staff Development programs
- Students Union Activities
- Research and Consultancy initiatives
- Infrastructure development
- SSR Preparation related
- Any other matter with the permission of the chair

Approval of Minutes of Meeting of IQAC held on 16.3.2022

The Minutes of the previous IQAC meeting held on 16.2.2022 was placed for the approval

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 16.2.2022

The Action taken Report on the recommendation of the previous IQAC meeting was placed for the approval

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to organizing the community-oriented program.	The Programs are planned
2	Resolved to organize more activities by functional units.	Already initiated
3	Resolved to conduct the regular meetings of functional units.	Meetings are held
4	Preparing the plan of Action by the Departments and conducting activities.	Plan of Action by the Departments are done
5	Resolved to strengthen the Wall Board magazine and bring the regular issues.	The measures are taken to for the publication of Wall Board Magazines

Proceedings of the Meeting :

- IQAC Coordinator read the previous meeting held on **16-02-2022**, and the members approved the minutes.
- The Principal Reviewed the activities held in the previous month. He informed the house, NCC unit organized the Republic day function in a systematic way, and he lauded the efforts of NCC and NSS units for their excellent work. He also appreciated the Blood donation camp organized by the Red Cross Unit of the College.
- IQAC coordinator presented AQAR of 20-21, and the members discussed the various points mentioned. The observations made by the members that due to the pandemic and the lockdown restriction, functional units were unable to conduct activities as desired.
- Prof. Vinaya Chandra, a member of the Examination committee said, even though many lecturers had Central valuation work of Mangalore University, the first IA examinations were conducted with the help of PG teachers and final year PG students. He thanked their timely assistance.
- Members discussed the staff development program organized. Principal said, more number of programs can be thought of by Teachers.
- Prof. Udaya said, the Student Union should be active and many activities can be conducted.
- IQAC member and the student welfare officer, Dr. Chandrashekhar said the orientation program for the student union was held. In the next semester, the Student Union has planned to conduct more activities.
- The Principal said, teachers should also concentrate more on Research and consultancy activities, and even webinars could be conducted on Research areas.

- IQAC coordinator said, the Physics Department will organize a Two Day National Seminar on Nuclear Radiation – Experiments and Instrumentation on the 19th and 20th of May, 2022.
- The Principal said, staff members should take the initiative to upgrade their academic credentials by registering for a Ph.D., publishing the research articles in peer review journals, and applying for research projects.
- The Principal informed the house that major infrastructure development work had been initiated, and the classrooms, laboratory, and Silver Jubilee Hall work is going on.
- Members discussed the Preparation of SSR and suggested that Criteria meetings should take place every Saturday and teachers have to involved completely in the Preparation of SSR.

Resolution:

- Resolved to submit AQAR in the second week of April.
- Resolved to Conduct Staff Development Program
- Resolved to have criterion meetings for SSR preparation on every Saturday afternoon.
- Infrastructure Development work to be done.
- Resolved to conduct National Seminar on Radiation.

Adjournment

With the vote of thanks by the IQAC coordinator, the meeting was concluded.



MEETING NOTICE

SPC/IQAC/2021-22/M.4

3/07/2022

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2021-22/M4

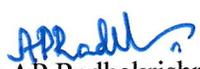
With reference to the subject cited above, a meeting of the IQAC will be scheduled on 09, July, 2022 at 12 pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

1. Beginning the Process of IIQA submitting
2. Follow-up of SSR work
3. Felicitations to Rank winners
4. Talents day and Student Union installation program
5. IA examination
6. Any other matter with the permission of the Chair

Copy to :

1. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
2. Prof. Udaya K, Dean of Science
3. Prof. Ganesh Bhat, Dept. of Mathematics
4. Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics
5. Dr Chandrashekhar, Dept. of Physics
6. Dr Malini K, Dept. of Chemistry
7. Mr.Vinayachandra, HoD Computer Science
8. Dr Radhakrishna Gowda, HoD BBA Department.
9. Mr.Abdul Rahiman G, Chief Librarian
10. Dr Praveen Praaksh D'Souza, PG studies in Physics
11. Mr.John Monteiro, Administrative staff
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14. CA Jagannath Kamath, Member r, Employer
15. Mr.Michel D'Souza, Member, Industrialist
16. Mr.John D'Souza, Stakeholder
17. Amith Aranha Student Representative


Dr AP Radhakrishna
IQAC, Coordinator

**Coordinator
IQAC**

St. Philomena College, Puttur


Rev. Dr Antony Prakash Monteiro
Principal

PRINCIPAL

RECORD OF THE MEETING

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

☎ 08251 230340

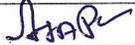
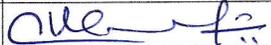
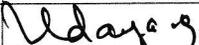
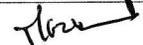
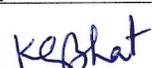
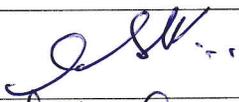
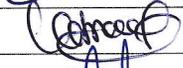
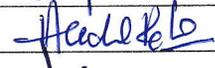
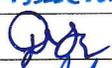
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RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2021-22/M.4
Date & Time	09, July, 2022 12:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Rev. Dr Antony Prakash Monteiro	Chairman	
2.	Very Rev. Fr Lawrence Mascarenhas	Managing Representative	
3.	Dr AP Radhakrishna	IQAC Coordinator	
4.	Prof. Udaya K,	Dean of Science	
5.	Dr Radhakrishna Gowda V	HoD BBA	
6.	Prof. Ganesh Bhat	Associate Professor, Dept. Of Mathematics	
7.	Dr Malini K,	Associate Professor Dept. Of Chemistry	
8.	Dr Chandrashekhar	Associate Professor, Dept. Of Physics	
9.	Mr. Vinayachandra,	HoD, Computer Science	
10.	Dr Emmanuel Deepak D'Silva	Coordinator, PG studies in Physics	
11.	Mr. Abdul Rahiman G,	Chief Librarian	
12.	Mr. Paul Herald Mascarenhas	Member, Local Society	
13.	Dr Praveen Praksh D'Souza,	Assistant Professor PG studies Physics	
14.	Mr. John Monteiro,	Administrative Staff	
15.	Mr A Jagannivasa Rai,	member, Alumni Association	
16.	CA Jagannath Kamath	Member, Employer	- ABSENT -
17.	Mr. Michel D'Souza,	Member, Industrialist	- ABSENT -
18.	Mr. John D'Souza,	Member, Stakeholder	
19.	Amith Aranha,	Student Representative	

MEETING MINUTES

Present:

1. Rev. Dr Antony Prakash Monteiro
2. Very Rev.Fr Lawrence Mascarenhas
3. Dr AP Radhakrishna
4. Prof. Udaya K,
5. Prof. Ganesh Bhat
6. Dr Malini K,
7. Dr Chandrashekhar
8. Mr. Vinayachandra,
9. Dr Emmanuel Deepak D'Silva
10. Mr. Abdul Rahiman G
11. Dr Radhakrishna Gowda
12. Mr. Paul Herald Mascarenhas
13. Dr Praveen Praksh D'Souza
14. Mr A Jagajevandas Rai
15. Amith Aranha
16. Mr. John Monteiro,
17. Mr. John D'Souza

Absent:

1. CA Jagannath Kamath
2. Mr. Michel D'Souza

Approval of Agenda:

Agenda

1. Beginning the Process of IIQA submitting
2. Follow-up of SSR work
3. Felicitations to Rank winners
4. Talents day and Student Union installation program
5. IA examination
6. Any other matter with the permission of the Chair

The members approved the agenda.

Approval of Minutes of Meeting of IQAC held on 9.7.2022

The Minutes of the previous IQAC meeting held on 16.03.2022 was placed for the approval

Resolution: The minutes of the meeting were confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 16.3.2021

The Action taken Report on the recommendation of the previous IQAC meeting was placed for the approval

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to submit AQAR in the second week of April.	Submitted and accepted on 11/5/2022
2	Resolved to Conduct Staff Development Program	Plans are made
3	Resolved to have criterion meetings for SSR preparation on every Saturday afternoon.	Meetings were held.
4	Infrastructure Development work to be done.	Work is in progress
5	Resolved to conduct National Seminar on Radiation	The national seminar was conducted on May 19-20, 2022

The ATR was approved by the house

Minutes of the meeting

- IQAC Coordinator read the previous meeting held on 16-3-2022. Dr Malini approved the minutes and Mr. Vianaya Chandra seconded.

Res : The house Approved the minutes of the Previous meeting.

- IQAC coordinator briefed the members that the College will formally go for the fourth cycle of NAAC accreditation. Hence a special meeting was called.
- The Principal thanked the members for their support in the preparation of SSR and for the steps taken in submitting IIQA. Followed the discussion, coordinators of the different criteria presented their work. Matric wise detailed discussions were done. Prof. Vinayachandra, the Chairman of the SSR Committee briefed about the preparation of SSR. He urged the members to gear up and prepare the required document.

Res : The house was Resolved to take necessary actions to complete SSR work.

- IQAC coordinator said, the coordinator and conveners of each criterion call the meeting and do the work systematically under the guidance of the SSR team

Res : The house decided to convene criterion meetings frequently with the SSR committee.

- The Principal said, on 18 th July, the felicitation function will be held. Due to Covid restrictions, the felicitation to rank holders of two academic years 2020-22 could not take place and hence decided to organize the function. He expressed his happiness that there are 26 students secured ranks, which is a record in the University.

Dr Chandrashekhar informed the house that elaborate arrangements have been made to organize the Student Union installation and the felicitations for the Rank holders.

Res: The house Resolved to conduct a Felicitation function to Rank winners and also the Talen's day program.

- In the meeting it was decided to conduct the second IA examination in the first week of August.

Res: Resolved to conduct the second IA examination in the First week of August.

- The Principal said, Departments have to take the greater initiative in the collaborative work with agencies like Rotary, Lion's Club, and other NGOs. The strategies should be made in this regard.

Res: The house is Resolved to have an LOI/MOU with NGOs.

Resolution:

- The house Approved the minutes of the Previous meeting.
- The house was Resolved to take necessary actions to complete SSR work.
- The house decided to convene criterion meetings frequently with the SSR committee.
- The house Resolved to conduct a Felicitation function to Rank winners and also the Talen's day program.
- Resolved to conduct the second IA examination in the First week of August.
- The house Resolved to have LOI/MOU with NGOs.

Adjournment

With the vote of thanks by the IQAC coordinator, the meeting was concluded.



MEETING NOTICE

SPC/IQAC/2021-22/M.5

28/07/2022

Sirs/Madams

Sub: Special IQAC Meeting with Criteria Coordinators and conveners

Notice – Meeting No. 2022-23/M5

With reference to the subject cited above, a special meeting of IQAC with Criterion Coordinators, conveners, and SSR committee will be scheduled on, July 29, 2022 at 3 pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

1. Presenting the minutes of the previous meeting and Approval regard
2. IQA Acceptance – discussion
3. Process of SSR preparation and Timeline Fixing
4. Research initiatives
5. Any other matter with the permission of the Chair

Copy to :

1. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
2. Prof. Udaya K, Dean of Science
3. Prof. Ganesh Bhat, Dept. of Mathematics
4. Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics
5. Dr Chandrashekhar, Dept. of Physics
6. Dr Malini K, Dept. of Chemistry
7. Mr.Vinayachandra, HoD Computer Science
8. Dr Radhakrishna Gowda, HoD BBA Department.
9. Mr. Abdul Rahiman G, Chief Librarian
10. Dr Praveen Praaksh D'Souza, PG studies in Physics
11. Mr. John Monteiro, Administrative staff
12. Mr. Paul Herald Mascarenhas, Member, Local Society
13. Mr A Jagajeevandas Rai, Member, Alumni Association
14. CA Jagannath Kamath, Member r, Employer
15. Mr.Michel D'Souza, Member, Industrialist
16. Mr.John D'Souza, Stakeholder
17. Amith Aranha Student Representative


Dr AP Radhakrishna
IQAC, Coordinator

**Coordinator
IQAC**

Philomena College, Puttur
Philonagar, Darbe - 574202, Puttur, D.K., Karnataka


Rev. Dr Antony Prakash Monteiro
Principal

RECORD OF THE MEETING

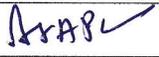
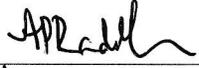
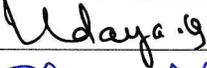
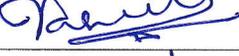
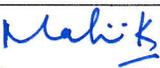
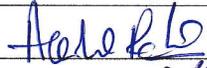
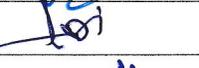
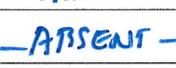
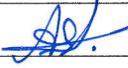
PRINCIPAL

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iqac@spcputtur.ac.in

RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2021-22/M5
Date & Time	29, July, 2022, 3-00 PM
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Rev. Dr Antony Prakash Monteiro	Chairman	
2.	Very Rev. Fr Lawrence Mascarenhas	Managing Representative	
3.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
4.	Prof. Udaya K,	Dean of Science	
5.	Mr. Vasudeva N	Associate Professor & HOD Economics	
6.	Prof. Ganesh Bhat	Associate Professor, Dept. Of Mathematics	
7.	Dr Malini K,	Associate Professor, Dept. Of Chemistry	
8.	Mr. Abdul Rahiman G,	Chief Librarian	
9.	Dr Chandrashekhar	Associate Professor, Dept. Of Physics	
10.	Mr. Vinayachandra,	HoD, Computer Science	
11.	Dr Emmanuel Deepak D'Silva	Coordinator, PG studies in Physics	
12.	Dr Vijaya Moleyar	Associate Professor, HoD Kannada	
13.	Dr Radhakrishna Gowda	HoD, Bachelor of Business Administration	
14.	Mr. Abhishek Suvarna	Assistant Professor, Dept. BBA	
15.	Mr. Paul Herald Mascarenhas	Member, Local Society	
16.	Dr. Praveen Prakash D'Souza,	Assistant Professor, PG studies in Physics	
17.	Mr. John Monteiro,	Administrative Staff	
18.	Mr A Jagajeevandas Rai,	Member, Alumni Association	
19.	CA Jagannath Kamath	Member, Employer	- ABSENT -
20.	Mr. Michel D'Souza,	Member, Industrialist	- ABSENT -
21.	Mr. John D'Souza,	Member, Stakeholder	- ABSENT -
22.	Amith Aranha	Student Representative	

MEETING MINUTES

Present:

1. Rev.Dr Antony Prakash Monteiro
2. Very Rev.Fr Lawrence Mascarenhas
3. Dr AP Radhakrishna
4. Prof.Udaya K,
5. Mr. Vasudeva
6. Prof.Ganesh Bhat
7. Dr Malini K,
8. Mr.Abdul Rahiman G,
9. Dr Chandrashekhar
10. Mr.Vinayachandra,
11. Dr Emmanuel Deepak D'Silva
12. Dr Vijaya Moleyar
13. Dr Radhakrishna Gowda
14. Mr.Abhishek Suvarna
15. Mr.Paul Herald Mascarenhas
16. Dr. Praveen Prakash D'Souza,
17. Mr.John Monteiro,
18. Mr A Jagajeevandas Rai,
19. Amith Aranha,

Absent:

1. CA Jagannath Kamath
2. Mr.Michel D'Souza,
3. Mr.John D'Souza,

Approval of Agenda:

Agenda

1. Presenting the minutes of the previous meeting and Approval regard
2. IIQA Acceptance – discussion
3. Process of SSR preparation and Timeline Fixing
4. Any other matter with the permission of the Chair

Secretary, IQAC presented the Agenda of the meeting and the house approved the Agenda.

Approval of Minutes of Meeting of IQAC held on 29.7.2022

The Minutes of the previous IQAC meeting held on 9.7.2022 was placed for the Approval

Resolution: The minutes of the meeting were confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 09.7.2022.

S.N.	Resolution / Recommendation	Action Taken Report
1	Resolved to submit IIQA in the second week of July.	IIQA was submitted on July 24.
2	Resolved to conduct criterion meetings.	Criteria meetings were conducted frequently for SSR work
3	Resolved to conduct the felicitation function to the Rank Holders and the Student Union installation.	The function was held.
4	Resolved to organize Talent Day program.	Talents day was organized.

Minutes of the meeting:

- IQAC Coordinator welcomed the members and read the previous meeting held on **09.7.2022**, and the members approved the minutes.
Res: The House passed the minutes without any change.
- IQAC coordinator said, IIQA was submitted on July 14 and after a week two quarries were received and on submitting the answers, IIQA was approved, and the portal is now open for SSR submission.
Res: The house accepted the IIQA acceptance.
- Principal complemented the efforts of the SSR team and members of the staff for the acceptance of IIQA and all should remember that only 45 days are remaining for the final submission of SSR. He reminded the members that before September 13, SSR should be uploaded.
Res : The house resolved to complete SSR before September 13.
- Members discussed the progress of the SSR work and fixed the Timeline for SSR preparation and submission.
Res : The house resolved to fix the Timeline for SSR
- Decided in the meeting to complete SSR before August 20, and the revisit will be in the last week of August, and the uploading of SSR on September 5, Teachers day.
Res: The house resolved to fix the Timeline for SSR
- Discussions were done regarding the strengthening of the Research in the College. The Principal said that already the College has applied for the Research center, and Approval may be received soon after the inspection from University Committee.

Resolution :

- The house passed the minutes without any change.
- The house accepted the IIQA acceptance.
- The house resolved to complete SSR before September 13.
- The house resolved to fix the Time line for SSR

Adjournment

With the vote of thanks by the IQAC coordinator, the meeting was concluded.