



MEETING NOTICE

SPC/IQAC/2020-21/M.1

20/7/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2020-21/M.1

With reference to the subject cited above, a meeting of the IQAC is scheduled for 27, July, 2021 at 3:00pm, in the 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. Finalize and approve Annual Action Plan
2. Finalize and approve curriculum delivery blueprint
3. Finalise and approve the methods to be adopted for the effective teaching-learning.
4. Follow-up with NAAC related work
5. Any other matter with the permission of the Chair

Dr AP Radhakrishna
Coordinator, IQAC



Leo Noronha
Principal

Copy to :

1. Prof.Udaya K, Dean of Science
2. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
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. Rev.Dr Antony Praaksh Monteiro, Campus Director
8. Prof.Dinakara Rao, Dean of Humanities
9. Mr. Vinayachandra, HoD Computer Science
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 Jagannivasa Rai, member, Alumni Association
15. Chetan, student representative
16. CA Jagannath Kamath, member, Employer
17. Mr. Michel D'Souza, member, Industrialist
18. Mr. John D'Souza, Stakeholder



RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2020-21/M.1
Date & Time	July 27, 2021 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Prof. Leo Noronha Principal	Chairman	
2.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
3.	Very Rev.Fr Lawrence Mascarenhas, Correspondent	Managing Representative	
4.	Rev.Dr Antony Prakash Monteiro, Campus Director	Convener Criterion VI	
5.	Prof.Dinakara Rao, Dean of Humanities	Convener Criterion VII	
6.	Prof.Udaya K, Dean of Science,	Convener Criterion I	
7.	Prof.Ganesh Bhat, Associate Professor, Dept. Of Mathematics	Convener Criterion II	
8.	Dr Malini K, Associate Professor Dept. Of Chemistry	Convener Criterion V	
9.	Dr Chandrashekar, Associate Professor, Dept. Of Physics	Convener Criterion IV	
10.	Mr.Vinayachandra, HoD, Computer Science	Convener Drafting Committee	
11.	Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics	Convener Criterion III	
12.	Mr.Abdul Rahiman G, Librarian	Coordinator Criterion IV	- Absent -
13.	Mr.Paul Herald Mascarenhas, HOD BSW	Representatives of Local Society	
14.	Dr Praveen Prakash D'Souza, Assistant Professor PG studies in Physics	Coordinator Criterion VI	
15.	Mr.John Monteiro, Office superintendent	Representatives of Administrative staff	
16.	Mr A Jagannivasa Rai,	Representatives of Alumni Association	- ABSENT -
17.	CA Jagannath Kamath	Member, Employer	- ABSENT -
18.	Mr.Michel D'Souza,	Member, Industrialist	- ABSENT -
19.	Mr.John D'Souza,	Member, Stakeholder	- ABSENT -
20.	Mr Chetan P	Representatives of Students	- ABSENT -

IQAC Coordinator



Principal

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PHILONAGAR, DARBE, PUTTUR - 574 202
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MEETING MINUTES

Opening:

The IQAC Coordinator gave a warm welcome to everyone present before outlining the meeting's agenda.

Present:

1. Prof. Leo Noronha
2. Dr AP Radhakrishna
3. Very Rev.Fr Lawrence Mascarenhas
4. Rev. Dr Antony Prakash Monteiro
5. Prof. Udaya K,
6. Prof. Ganesh Bhat
7. Prof. Dinakara Rao,
8. Dr Malini K,
9. Dr Chandrashekhar
10. Mr. Vinayachandra,
11. Dr Emmanuel Deepak D'Silva
12. Mr. Paul Herald Mascarenhas
13. Dr Praveen Prakash D'Souza,
14. Mr. John Monteiro,

Absent:

1. Mr.Abdul Rahiman G
2. Mr A Jagannivasa Rai,
3. CA Jagannath Kamath
4. Mr. Michel D'Souza,
5. Mr. John D'Souza,
6. Chetan P





Approval of Agenda:

1. Finalize and approve Annual Action Plan
2. Finalize and approve curriculum delivery blueprint
3. Finalise and approve the methods to be adopted for the effective teaching-learning.
4. Follow-up with NAAC related work

Approval of Minutes of Meeting of IQAC held on 13.1.2020

The Minutes of the previous IQAC meeting held on 13.1.2020 was placed for approval

Resolution: The minutes of meeting was confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 13.1.2020

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

S.N.	Resolution / Recommendation	Action Taken
1	UGC recognition for the measures taken by the College as Swachhta Campus.	More proactive measures are initiated - installing the dustbins at different places and segregation of wastages.
2	Suggestions for water conservation	The Action was taken to implement.
3	An online fed back mechanism should be strengthened.	The feedback mechanism through the mobile app was already installed, and its features were updated.
4	Preparation of the annual action plan by IQAC.	Prepared and presented for approval.
5	The effective methodology to be adopted for Certificate Program	Measures are taken, and the certificate programs are conducted
6	Preparation of AQAR of 20-21	AQAR was prepared and discussed.
7	Resolved to speedup SSR preparation	SSR preparation is going on, and SSR committee convened the meeting with criterion members.
8	Preparation of annual action plan of departments and functional units	Prepared and presented for approval

Resolution: The action taken report was confirmed and approved.





Proceedings of the Meeting :

- Dr AP Radhakrishna, IQAC Coordinator, read the minutes of the previous meeting held on 13/1/2020. The minutes of the meeting were approved.
- Finalize and approve the Annual Action Plan
Dr. A. P. Radhakrishna, the coordinator of the IQAC, presented the draft Annual Action Plan for the IQAC that had been created in accordance with the Academic Calendar of the Institution. He presented the house with an update on the Action Plan's contents and planned completion dates. Members discuss topics outlined in the Action Plan.
- Finalize the Certificate Program
Different Departments have proposed to conduct the Certificate program in the year 2020-21 and discussed in the academic council and approved. The same is discussed in the meeting and approved. Suggested to give the detail of the program to the students and begin the program at the earliest.
- Effective teaching and learning methods
The principal said that the COVID pandemic has completely changed the education sector. The lockdown and the guideline from the University to implement the online mode of education resulted in a lot of strain on the teachers, students and also the Management. He informed that to face the challenges, the following strategies were made
 - The setting up of the full-fledged audio-visual room.
 - Teachers were provided with a mobile stand, a collar mike, and other facilities for online teaching.
 - LMS has been created for the smooth functioning of online classes.
 - The watts group and Goggle classroom are created to teach the students.
 - The classes are taken online in real-time as well as through shared video lectures.
 - Teachers are asked to attend the online training course on online teaching.
- IQAC Coordinator, Dr. AP Radhakrishna, informed that many departments have conducted BOS meetings and finalized the Certificate Program. He appreciated the efforts of a few Departments conducting the Certificate Program, especially BCA, even in COVID by online mode.
- Prof. Udaya has expressed his opinion about the evaluation of students. As the offline classes have begun, he said that personal attention should be given by the teachers so as to make students learn more effectively.





- Rev. Dr. Antony Prakash Monteiro discussed in detail about the New Educational Policy (NEP) and the challenges in front as well as the opportunities available for the growth of an institution.
- Prof. Ganesh Bhat said that the task force could be initiated for smooth implementation of NEP, and also the workshop could be arranged through the online mode.
- NAAC Related work

Principal informed the members that a letter was sent to the NAAC office stating the prevailing conditions of covid, and due to the lockdown imposed, not many activities were held in the College and hence requesting for the postponement of the dates for SSR submission. The principal said that a letter was received by the NAAC, and they have extended the period up to December 2021.

Mr. Vinayachandra, Chairman of the drafting Committee, informed that as per the letter received, once the normalcy returns, immediately the College has to submit IIQA and then SSR and for that purpose criterion wise meeting should be organized with the drafting committee immediately.

IQAC Coordinator Dr. AP Radhakrishna, requested the conveners of the different criterion to speed up their work and submit the relevant data to the SSR committee. He thanked the members for their support so that AQAR report of the 2019-20 was submitted as per the plan.

Resolution:

- The Minutes of Meeting was confirmed and approved.
- The IQAC's annual action plan was placed, appraised, and approved.
- Certificate programs offered by different Departments are approved.
- Convene the meeting of SSR committee with different criterion
- More blended teaching for the effective delivery of teaching contents.
- Creation of NEP task force
- Workshop on NEP

Additions to the Agenda

- Discussed about Student Discipline and role of disciplinary committee.
- Online class

After the Principal's remark and the IQAC coordinator's vote of thanks, the meeting was adjourned at 4:30 PM.

The following IQAC meeting will take place on October 15, 2021, as decided.

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

Minutes approved by: Prof. Udaya K, Member, IQAC.


Coordinator
IQAC

St. Philomena College, Puttur

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


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MEETING NOTICE

SPC/IQAC/2020-21/M.2

20/8/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2020-21/M.2

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 30, August, 2021 at 3:00pm, in the IQAC Office. Please make it convenient to discuss the agenda stated below.

Agenda

1. Follow-up of NEP implementation
2. Follow-up of NAAC-related work
3. Follow-up of Functional Units
4. Follow-up of Curriculum delivery
5. Any other matter with the permission of the Chair

Dr AP Radhakrishna
Coordinator, IQAC



Leo Noronha
Principal

Copy to :

1. Prof.Udaya K, Dean of Science
2. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
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. Rev.Dr Antony Praaksh Monteiro, Campus Director
8. Prof.Dinakara Rao, Dean of Humanities
9. Mr. Vinayachandra, HoD Computer Science
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, Locaql Society
14. Mr A Jagannivasa Rai, member, Alumni Association
15. Chetan, student representative
16. CA Jagannath Kamath, member, Employer
17. Mr.Michel D'Souza, member, Industrialist
18. Mr.John D'Souza, Stakeholder



RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2020-21/M.2
Date & Time	August 27, 2021 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Prof. Leo Noronha Principal	Chairman	
2.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
3.	Very Rev.Fr Lawrence Mascarenhas, Correspondent	Managing Representative	
4.	Rev.Dr Antony Prakash Monteiro, Campus Director	Convener Criterion VI	
5.	Prof.Dinakara Rao, Dean of Humanities	Convener Criterion VII	
6.	Prof.Udaya K, Dean of Science,	Convener Criterion I	
7.	Prof.Ganesh Bhat, Associate Professor, Dept. Of Mathematics	Convener Criterion II	
8.	Dr Malini K, Associate Professor Dept. Of Chemistry	Convener Criterion V	
9.	Dr Chandrashekhar, Associate Professor, Dept. Of Physics	Convener Criterion IV	
10.	Mr.Vinayachandra, HoD, Computer Science	Convener Drafting Committee	
11.	Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics	Convener Criterion III	
12.	Mr.Abdul Rahiman G, Librarian	Coordinator Criterion IV	
13.	Mr.Paul Herald Mascarenhas, HOD BSW	Representatives of Local Society	
14.	Dr Praveen Prakash D'Souza, Assistant Professor PG studies in Physics	Coordinator Criterion VI	
15.	Mr.John Monteiro, Office superintendent	Representatives of Administrative staff	
16.	Mr A Jagannivasa Rai,	Representatives of Alumni Association	- ABSENT -
17.	CA Jagannath Kamath	Member, Employer	- ABSENT -
18.	Mr.Michel D'Souza,	Member, Industrialist	- ABSENT -
19.	Mr.John D'Souza,	Member, Stakeholder	- ABSENT -
20.	Mr Chetan P	Representatives of Students	- ABSENT -

AP Radh
IQAC Coordinator



Principal

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MEETING MINUTES

Opening:

The IQAC Coordinator welcomed the members before outlining the meeting's agenda.

Present:

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

Absent:

1. Mr A Jagannivasa Rai,
2. CA Jagannath Kamath
3. Mr.Michel D'Souza,
4. Mr.John D'Souza,
5. Chethan P





Approval of Agenda:

1. Approve the follow-up of NEP implementation.
2. Approve the activities of functional units. Finalize and approve the Certificate program
3. Finalize and approve the examination reform.
4. Follow-up with NAAC-related work

Approval of Minutes of Meeting of IQAC held on 27.7.2021

The Minutes of the previous IQAC meeting held on 27.7.2021 was placed for approval Resolution :
The minutes of meeting was confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 27.7.2021

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

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to form NEP task force in the College. .	NEP task force was created
2	Resolved to organize workshops on NEP	Workshops on NEP were organized
3	Implementing Certificate Programs	Action taken
3	Resolved to have meetings of SSR drafting committee with Criterion heads	Series of meetings were held
4	Preparation of AQAR	AQAR was prepared and finalized.
5	IQAC action plan would be strictly implemented, it was decided.	Action taken
6	Resolved to use the most effective teaching and learning techniques	Action taken
7	Resolved to use online education resources and tools for the effective implementation of curriculum	Action taken
8	Resolved to educate staff members on effective use ICT technologies to facilitate the teaching-learning process in a seamless manner	Action taken
9	Resolved to continue with delivery of curriculum in a way that goes beyond the syllabi	Action taken

Resolution: The action taken report was confirmed and approved



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Proceedings of the Meeting:

- Dr AP Radhakrishna, IQAC Coordinator, read the minutes of the previous meeting held on 27/07/2021. The minutes of the meeting were approved.
- The Principal informed the members that the present meeting is just the follow-up of the various issues discussed in the previous meeting held on 27-7-21. He told the members that different functional units in the College began their activities as normalcy slowly prevailed after the COVID pandemic.
- Dr. A. P. Radhakrishna, the coordinator of the IQAC, appreciated the efforts of the NCC unit of the College in organizing the Independence Day and the clean campus drive they conducted.
- Prof. Vinayachandra, a member of the examination committee, informed that the first I.A. examinations were held systematically as per schedule.
- **Implementing NEP Curriculum in the College:** The Principal informed the members that for smooth implementation, the NEP task force was set up with the Principal as the Chairman, Dr. Chandrasekhar, Associate Professor of Physics, as the Convener, deans of the different Departments, and IQAC coordinator as members.
- Dr. AP Radhakrishna informed that workshops and seminars would be organized to create awareness about the NEP.
- **NAAC Related work**
IQAC Coordinator Dr. AP Radhakrishna briefed the members that the meeting of the different Criteria was convened from 28.7.2021 as scheduled. The preparation of SSR has been initiated.

Resolution:

- The Minutes of the Meeting were confirmed and approved.
- Arranging the Orientation program on NEP for students
- More blended teaching for the effective delivery of teaching contents.

Additions to the Agenda

- IA examination
- Campus greenery initiatives
- Strengthening of Research activities

With the vote of thanks by the IQAC coordinator, the meeting was concluded.
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. Praveen Prakash D" Souza, Member, IQAC.

AP Radhakrishna
Coordinator

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

St. Philomena College, Puttur

Praveen Prakash D" Souza
PRINCIPAL

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MEETING NOTICE

SPC/IQAC/2020-21/M.3

7/10/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2020-21/M.3

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 15, October, 2021 at 3:00pm, in the IQAC Office. Please make it convenient to discuss the agenda stated below.

Agenda

1. Review of the activities conducted by functional units.
2. Review of the NAAC related work
3. Review of the student discipline
4. Review of the Curriculum delivery
5. Self appraisal Report compilation
6. Any other matter with the permission of the Chair

Dr AP Radhakrishna
Coordinator, IQAC


Leo Noronha
Principal

Copy to :

1. Prof.Udaya K, Dean of Science
2. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
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. Rev.Dr Antony Praaksh Monteiro, Campus Director
8. Prof.Dinakara Rao, Dean of Humanities
9. Mr.Vinayachandra, HoD Computer Science
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, Locaql Society
14. Mr A Jagannivasa Rai, member, Alumni Association



RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2020-21/M.3
Date & Time	October 22, 2021 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Prof. Leo Noronha Principal	Chairman	
2.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
3.	Very Rev.Fr Lawrence Mascarenhas, Correspondent	Managing Representative	ABSENT
4.	Rev.Dr Antony Prakash Monteiro, Campus Director	Convener Criterion VI	
5.	Prof.Dinakara Rao, Dean of Humanities	Convener Criterion VII	
6.	Prof.Udaya K, Dean of Science,	Convener Criterion I	
7.	Prof.Ganesh Bhat, Associate Professor, Dept. Of Mathematics	Convener Criterion II	
8.	Dr Malini K, Associate Professor Dept. Of Chemistry	Convener Criterion V	
9.	Dr Chandrashekhara, Associate Professor, Dept. Of Physics	Convener Criterion IV	
10.	Mr.Vinayachandra, HoD, Computer Science	Convener Drafting Committee	
11.	Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics	Convener Criterion III	
12.	Mr.Abdul Rahiman G, Librarian	Coordinator Criterion IV	
13.	Mr.Paul Herald Mascarenhas, HOD BSW	Representatives of Local Society	
14.	Dr Praveen Prakash D'Souza, Assistant Professor PG studies in Physics	Coordinator Criterion VI	
15.	Mr.John Monteiro, Office superintendent	Representatives of Administrative staff	
16.	Mr A Jagannivasa Rai,	Representatives of Alumni Association	ABSENT
17.	CA Jagannath Kamath	Member, Employer	ABSENT
18.	Mr.Michel D'Souza,	Member, Industrialist	ABSENT
19.	Mr.John D'Souza,	Member, Stakeholder	
20.	Mr Chetan P	Representatives of Students	ABSENT

IQAC Coordinator



Principal

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MEETING MINUTES

Opening:

The IQAC Coordinator gave a warm welcome to everyone present before outlining the meeting's agenda.

Present:

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

Absent:

1. Very Rev.Fr Lawrence Mascarenhas
2. Mr A Jagannivasa Rai,
3. CA Jagannath Kamath
4. Mr.Michel D'Souza,
5. Mr Chetan P





Approval of Agenda:

1. Finalize and approve the reviews of the activities conducted.
2. Finalize and approve Certificate program
3. Finalise and approve the examination reform.
4. Follow-up with NAAC related work

Approval of Minutes of Meeting of IQAC held on 27.8.2021

The Minutes of the previous IQAC meeting held on 27.8.2021 was placed for approval

Resolution : The minutes of meeting was confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 27.8.2021

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

S.N.	Resolution / Recommendation	Action Taken
1	Preparation of AQAR	AQAR was prepared and finalized.
2	Resolved to have orientation on NEP to students	Programs were carried out.
3	Resolved to include cutting-edge methods into blended learning for the efficient delivery of educational information	Teacheres are orineted
4	Decided to continue celebrating days of national importance and international commemoration days in a more meaningful way.	Directed the appropriate units to take notice of that
5	Resolved to prepare departments and units for the adoption of NEP curricula at the institutional level.	Action taken
6	decided to organize workshops and training sessions to enhance the skills of the teaching and non-teaching staff.	Action taken
7	Resolved to assist teachers in their enrollment in Ph.D. programmes and to publish publications in journals	The Research Committee has taken the necessary action

Resolution : The action taken report was confirmed and approved





Proceedings of the Meeting :

- Dr AP Radhakrishna, IQAC Coordinator, read the minutes of the previous meeting held on **27/08/2021**. The minutes of the meeting was approved unanimously.
- Principal lauded the efforts of the different functional units. As the normalcy returned after COVID pandemic, different functional units were geared up and conducting the program which is really commendable, said by the Principal.
- Prof. Vinayachandra, member of the examination committee informed that the IA examinations were held as per the plan and systematically. The seating arrangements were changed so that the conduct of examination became easier.
- Prof. Udaya expressed his views on IA examination. He said that class teachers to be more vigilant regarding the students skipping the examination for the unknown reasons.
- Dr Malini stressed on the importance of the mentoring. Calling students and discussing with them will transform their behavior.
- Dr Chandrashekhar, informed the members that NEP will be implemented and the lot of changes will take place in Education and hence the College will face lot of Challenges.
- Dr AP Radhakrishna, IQAC coordinator, gave the detail of two programs on NEP conducted. Workshop on NEP 2020 was organized on 21.9.21 where Dr Norbert Lobo was the speaker. A National webinar was organized on 24.9.21. Dr Karnkara Kotegar was the resource person.
- Rev. Dr Antony Prakash Monteiro said that the orientation program on NEP for students should be initiated at the earliest to minimize the confusion and derive the clarity.
- Members discussed about the infrastructure facilities in the College as well as the Campus cleanliness
- Members have also discussed about the student discipline. Principal said that overall discipline of students is excellent and the discipline committee should take more vigilant steps in order to avoid untoward incidence in the campus.
- IQAC coordinator said that the self appraisal reports of the teachers have to be made and submitted at the end of the semester and the review committee will review self appraisal and prepare the report.
- **NAAC Related work**
IQAC Coordinator Dr AP Radhakrishna briefed the members that the meeting of different criterion was convened and the new guidelines of NAAC in preparing SSR were discussed in detail. The manual of NAAC accreditation for Affiliated Colleges has been mailed by the IQAC to all the criterion heads for their reference. Also the watts app group of different criteria were created for the smooth functioning. He requested the Conveners and coordinators of criteria are requested to gear up their work.





Resolution:

- The Minutes of Meeting was confirmed and approved.
- Resolved to organize the Orientation program on NEP to students

Additions to the Agenda

- Department heads were asked to compile the data of their students after graduation
- Department heads are asked to conduct the Departmental activities as per the action plan.
- Heads of the Departments are requested to motivate the faculty to attend the seminar/FDP organized by the National bodies.
- HoDs are requested to initiate the collaborative programs.

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

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

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

Minutes approved by: Dr Praveen Prakash DUDaya K, Member, IQAC.



Coordinator.

IQAC

St. Philomena College, Puttur



PRINCIPAL

ST PHILOMENA COLLEGE
PHILONAGAR, DARBE, PUTTUR - 574 202



MEETING NOTICE

SPC/IQAC/2020-21/M.4

1/11/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2020-21/M.4

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 13, November 2021, at 3:00 pm, in the IQAC Office. Please make it convenient to discuss the agenda stated below.

Agenda

1. Discussion on activities in the new semester calendar
2. Action plan of Departmental activities
3. Implementation of NEP curriculum
4. Framing the Common TimeTable
5. Finalize and approve the methods to be adopted for effective teaching-learning.
6. Discussion on NAAC-related work
7. Any other matter with the permission of the Chair

Copy to :

1. Prof.Udaya K, Dean of Science
2. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
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. Rev.Dr Antony Praaksh Monteiro, Campus Director
8. Prof.Dinakara Rao, Dean of Humanities
9. Mr. Vinayachandra, HoD Computer Science
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, Locaql Society
14. Mr A Jagannivasa Rai, member, Alumni Association
15. Chetan, student representative
16. CA Jagannath Kamath, member, Employer
17. Mr.Michel D'Souza, member, Industrialist
18. Mr.John D'Souza, Stakeholder

Dr AP Radhakrishna
Coordinator, IQAC
Coordinator
IQAC

St. Philomena College, Puttur


Leo Noronha
Principal



RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2020-21/M.4
Date & Time	November 13, 2021 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Prof. Leo Noronha Principal	Chairman	
2.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
3.	Very Rev.Fr Lawrence Mascarenhas, Correspondent	Managing Representative	
4.	Rev.Dr Antony Prakash Monteiro, Campus Director	Convener Criterion VI	
5.	Prof.Dinakara Rao, Dean of Humanities	Convener Criterion VII	
6.	Prof.Udaya K, Dean of Science,	Convener Criterion I	
7.	Prof.Ganesh Bhat, Associate Professor, Dept. Of Mathematics	Convener Criterion II	
8.	Dr Malini K, Associate Professor Dept. Of Chemistry	Convener Criterion V	
9.	Dr Chandrashekhar, Associate Professor, Dept. Of Physics	Convener Criterion IV	
10.	Mr.Vinayachandra, HoD, Computer Science	Convener Drafting Committee	
11.	Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics	Convener Criterion III	
12.	Mr.Abdul Rahiman G, Librarian	Coordinator Criterion IV	
13.	Mr.Paul Herald Mascarenhas, HOD BSW	Representatives of Local Society	
14.	Dr Praveen Prakash D'Souza, Assistant Professor PG studies in Physics	Coordinator Criterion VI	
15.	Mr.John Monteiro, Office superintendent	Representatives of Administrative staff	
16.	Mr A Jagannivasa Rai,	Representatives of Alumni Association	-ABSENT-
17.	CA Jagannath Kamath	Member, Employer	-ABSENT-
18.	Mr.Michel D'Souza,	Member, Industrialist	-ABSENT-
19.	Mr.John D'Souza,	Member, Stakeholder	-ABSENT-
20.	Mr Chetan P	Representatives of Students	-ABSENT-

IQAC Coordinator



Principal

PRINCIPAL



MEETING MINUTES

Opening:

The IQAC Coordinator welcomed the members before outlining the meeting's agenda.

Present:

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

Absent:

1. Mr A Jagannivasa Rai,
2. CA Jagannath Kamath
3. Mr.Michel D'Souza,
4. Mr.John D'Souza,
5. Mr Chetan P





Approval of Agenda:

1. Discussion on activities in the new semester calendar
2. Action plan of Departmental activities
3. Implementation of NEP curriculum
4. Framing the Common TimeTable
5. Finalize and approve the methods to be adopted for effective teaching-learning.
6. Discussion on NAAC-related work

Approval of Minutes of Meeting of IQAC held on 22.10.2021

The Minutes of the previous IQAC meeting held on 22.10.2021 was placed for approval

Resolution : The minutes of meeting was confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 22.10.2021

S.N.	Resolution / Recommendation	Action Taken
1	Resolved to continue with Certificate programs	Process initiated
2	Preparation of SSR	Different criteria are working on SSR as per the new guidelines received by NAAC
3	Resolved to strengthen campus student activities	Steps are taken
4	Resolved to obtain Self-appraisal from teaching and non-teaching staff	Obtainined, assessed and report generated
R	Resolved to continue CIE activities in a more organised fashion	Examination Committee has taken the required actions
6	Decided to increase teacher mentorship more successfully	Student Mentoring Committee has taken necessary actions
7	Instructed the examination committee to organise the IA tests in line with examination manual.	Action taken

Resolution : The action taken report was confirmed and approved





Proceedings of the Meeting :

- Dr AP Radhakrishna, IQAC Coordinator, read the previous meeting held on 15.10.2021 and the committee was approved the same.
- The Principal welcomed the members and wished the fruitful new semester calendar. Principal expressed his concern about the falling of students admission to the first years in view of NEP curriculum as well as the aftermath of the COVID situation. Due to the COVID situation, the academic year has been disrupted which result in the declining of student admission. He requested the members to approach the students and persuade them to join the program. The Principal also stressed the need of orientation for the freshers on NEP and the new modalities.
- Dr Chandrashekhar, coordinator of NEP task force briefed the members about the salient features of NEP curriculum and the open elective strategies.
- Prof. Udaya said that framing the common Time Table for NEP curriculum with the ongoing system is really a daunting task
- Replying to the points raised, the Principal requested the Time Table Committee to make a strategy to frame the common time Table.
- Dr AP Radhakrishna, IQAC coordinator requested the Departments to conduct the Department meetings and prepare the plan of Action for the Even semester.
- Rev. Dr Antony Prakash Monteiro expressing his views said that Departments have to organize seminars, guest lectures and also more number of activities by the functional units.
- IQAC coordinator informed the members that using the online platform the feedback by students and other stakeholders will be done soon.
- Members discussed about the infrastructure upgradation

Resolution:

- The Minutes of the Meeting were confirmed and approved.
- Preparing the common TimeTable
- Feedback by students and other stakeholders.

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

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

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. Deepak E D Silva Member, IQAC.


Coordinator
IQAC

St. Philomena College, Puttur



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MEETING NOTICE

SPC/IQAC/2020-21/M.5

6/12/2021

Sirs/Madams

Sub: Regular IQAC Meeting Notice – Meeting No. 2020-21/M.5

With reference to the subject cited above, a meeting of the IQAC will be scheduled on 13, December, 2021 at 3:00pm, in the IQAC Office. You are required to attend and discuss the agenda to arrive at a meaningful conclusion.

Agenda

1. Followup of NEP implementation strategies
2. Followup of Departmental action plan
3. Follow-up of Curriculum delivery initiatives
4. Followup of NAAC-related work
5. Followup of Research activities initiative
6. Any other matter with the permission of the Chair

Copy to :

1. Prof.Udaya K, Dean of Science
2. Very.Rev.Fr Lawrence Mascarenhas, Managing Representative
3. Prof.Ganesh Bhat, Dept.of Mathematics
4. Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics
5. Dr Chandrashekhara, Dept.of Physics
6. Dr Malini K, Dept.of Chemistry
7. Rev.Dr Antony Praaksh Monteiro, Campus Director
8. Prof.Dinakara Rao, Dean of Humanities
9. Mr. Vinayachandra, HoD Computer Science
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15. Chetan, student representative
16. CA Jagannath Kamath, member, Employer
17. Mr. Michel D'Souza, member, Industrialist
18. Mr. John D'Souza, Stakeholder

Dr AP Radhakrishna
Coordinator, IQAC



Leo Noronha
Principal



RECORD OF THE MEETING

Meeting Type	Regular IQAC Meeting - Meeting No. 2020-21/M.5
Date & Time	December 13, 2021 3:00pm
Place	IQAC Office

ATTENDANCE

Sl No	Name of the Member	Designation	Signature
1.	Prof. Leo Noronha Principal	Chairman	
2.	Dr AP Radhakrishna HOD Physics	IQAC Coordinator	
3.	Very Rev.Fr Lawrence Mascarenhas, Correspondent	Managing Representative	- ABSENT -
4.	Rev.Dr Antony Prakash Monteiro, Campus Director	Convener Criterion VI	
5.	Prof.Dinakara Rao, Dean of Humanities	Convener Criterion VII	
6.	Prof.Udaya K, Dean of Science,	Convener Criterion I	
7.	Prof.Ganesh Bhat, Associate Professor, Dept. Of Mathematics	Convener Criterion II	
8.	Dr Malini K, Associate Professor Dept. Of Chemistry	Convener Criterion V	
9.	Dr Chandrashekhar, Associate Professor, Dept. Of Physics	Convener Criterion IV	
10.	Mr.Vinayachandra, HoD, Computer Science	Convener Drafting Committee	
11.	Dr Emmanuel Deepak D'Silva, Coordinator, PG studies in Physics	Convener Criterion III	
12.	Mr.Abdul Rahiman G, Librarian	Coordinator Criterion IV	
13.	Mr.Paul Herald Mascarenhas, HOD BSW	Representatives of Local Society	
14.	Dr Praveen Prakash D'Souza, Assistant Professor PG studies in Physics	Coordinator Criterion VI	
15.	Mr.John Monteiro, Office superintendent	Representatives of Administrative staff	
16.	Mr A Jagannivasa Rai,	Representatives of Alumni Association	ABSENT
17.	CA Jagannath Kamath	Member, Employer	ABSENT
18.	Mr.Michel D'Souza,	Member, Industrialist	ABSENT
19.	Mr.John D'Souza,	Member, Stakeholder	
20.	Mr Chetan P	Representatives of Students	ABSENT

IQAC Coordinator



Principal
PRINCIPAL



MEETING MINUTES

Opening:

The IQAC Coordinator welcomed the members before outlining the meeting's agenda.

Present:

1. Prof.Leo Noronha
2. Dr AP Radhakrishna
3. Rev.Dr Antony Prakash Monteiro
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.John D'Souza,
15. Mr.John Monteiro

Absent:

1. Very Rev.Fr Lawrence Mascarenhas
2. Mr A Jagannivasa Rai,
3. CA Jagannath Kamath
4. Mr.Michel D'Souza,
5. Mr Chetan P





Approval of Agenda:

1. Followup of NEP implementation strategies
2. Followup of Departmental action plan
3. Follow-up of Curriculum delivery initiatives
4. Followup of NAAC-related work
5. Research activities initiative

Approval of Minutes of Meeting of IQAC held on 13.11.2021

The Minutes of the previous IQAC meeting held on 13.11.2021 was placed for approval

Resolution : The minutes of meeting was confirmed and approved.

Approval of Action Taken Report based on recommendations of the IQAC at the meeting held on 13.11.2021

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

S.N.	Resolution / Recommendation	Action Taken
1	Conducting the Certificate courses	Certificate courses are conducted on schedule
2	Preparation of SSR	Different criteria are working on SSR as per the new guidelines received by NAAC
3	The student's activities	Steps are taken
4	Self-appraisal Report	Self Appraisal of staff is evaluated by the Committee
5	Resolved to request management to strengthen ICT facility in the classrooms	Action taken

Resolution : The action taken report was confirmed and approved





Proceedings of the Meeting :

- Dr AP Radhakrishna, IQAC Coordinator, read the previous meeting held on 13.11.2021 and the it was approved.
- The Principal said that the eleobrate arrangements have been made for the introduction of NEP curriculum and he thanked the members of NEP task force for the effective srtategies incorporated.
- Dr Chandrashekhar, coordinator of NEP task force said that students are oriented thourughly regarding the NEP curriculum. There were lot of confusions in the minds of students in selecting the core papers as well as the elective papers. In stream wise the orientation program were arranged, the google forms were distributed for electing the electives. Due to these efforts, students have picked the elective of thrir choice and studying.
- Prof. Udaya the Chairman of the Time Table committee said that in the Time Table certain days were allotted for the elective papers and there by students were not find any difficulty in choosing the subject of their interest.
- Mrs Varija, the member of Time Table Committee briefed the members about the Common Time Table for effective implementation of NEP.
- Preparation of said that framing the common Time Table for NEP curriculum with the ongoing system is really a daunting task.
- Replying to the points raised, the Principal requested the Time Table Committee to make a strategy to frame the common time Table.
- Dr E Deepak D'Silva, coordinator of PG studes in Physics told that the research activities hevae to be strengthened further. The second phase of VGST project has been approved by the Committee and the grants were released.
- Dr AP Radhakrishna, the cocordinator of VGST CISEE scheme, said that he has received the second installment and soon the equipments will be procured. He also said that the instruments set up in the first phase will be utilized for the research.
- Members disussed about the progress of Certificate curses of the Departments.
- IQAC coordinator informed the members that the online feed back received from stake holders will be analysed.
- Principal informed the members that the College will go for the major infrastructure development and the Management is working on it.





Resolution:

- The Minutes of the Meeting were confirmed and approved.
- Preparing the common Time Table
- Feed back by students and other stakeholders.

Additions to the Agenda

- Infrastructre
- New Corses
- Admission statergy
- Student Internship and industry visit

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

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. Deepak E D;Silva Member, IQAC.


Coordinator
IQAC

St. Philomena College, Puttur



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