



SACRED  
HEART  
COLLEGE  
Autonomous



# **GOVERNING COUNCIL MEETING**

**Minutes of the Meeting**

**Date: July 5, 2014 Saturday 11 00 am.**

**Venue: HADRIAN HALL**

## **Minutes of the First Governing Council Meeting – S H College (Autonomous)**

**held on July 5,2014 Saturday 11 00am**

- Governing Council - S.H. College, Autonomous
- Dr. Fr. Jose Kuriedath CMI - Manager and Chairman
- Dr. Fr. Johnson X Palakkappillil CMI - Principal and Secretary
- Prof. George Philip - Senior Faculty Member (Nominated by the Manager)
- Prof. Alphonse Ligori - Faculty Member (Nominated by the Manager)
- Dr. Siby Zacharias - Faculty Member (Nominated by the Manager)
- Nominee – Dept. of Higher Education/Higher Education Council (Request sent)
- Nominee – University (Request sent)
- Nominee – UGC (Request sent)

### **Special Invitees:**

- Dr. Fr. Jose John - Vice Principal
- Fr. Poulose Kidangen CMI - Former Manager
- Fr. Austin Mulerickal CMI - College Managing Council Member
- Dr. Joseph Moolayil - IQAC Coordinator
- Dr. Cyriac Antony - Dean
- Prof. Johnson John - Dean, Commerce
- Dr. James T.J. - Former Staff Secretary
- Dr. Samson Davis - Exam Controller
- Dr. C M Joy - Member Secretary, Academic Council (Spl. Officer)

5. To send 'thank you' letters to Dr. Manju Singh (UGC) and all other colleges & individuals who facilitated study and preparation for autonomy.
6. The following members were nominated to the Academic Council as per S. 107. d (P. 45):
  - 1) Venugopal C. Govind – Commerce
  - 2) Adv. Jose Kannathanam – Law
  - 3) Jose Dominic – Industry (Hospitality)
  - 4) Thomas George Muthoot (Industry - Muthoot FinCorp)
  - 5) C.J. George (Geojit - Industry)
  - 6) Sebastian Jose – Architect
  - 7) Paul Raj – Entrepreneur
  - 8) Dr. Babu Joseph – former Vice Chancellor, CUSAT
  - 9) Dr. Joseph I Injodey – Academic Administrator
  - 10) Prof. V.J. Pappu – Academician – Administrator
  - 11) Dr. Fr. George Peter Pittappilly CMI – Renewable energy, CMI Education
  - 12) Fr. Johnson Vazhappilly CMI – Medical College
  - 13) Dr. Samson Davis – Controller of Exams
  - 14) Dr. V.S. Sebastian, Dean – Student Services
  - 15) Office Superintendent.
7. To adopt for I & II Sem UG & PG, MG University syllabus and decided to instruct academic council to frame time bound plans for syllabus revision for the rest of the batches without delay. The Boards of the concerned subject shall make suitable arrangements for the preparations of PG & UG curriculum and syllabus, incorporating suitable persons for the purpose.
8. Not to start any new programmes this academic year, other than M. Sc Aqua Culture in the aided stream, as per the university approval; however, to introduce PG programme in Sociology, if possible, in aided stream, or else in unaided stream, next year, and UG Programme in B. Com (Marketing) in the unaided stream. The latter has already been approved by the university.
9. To instruct Academic Council to introduce internship in whichever programmes possible, promote tie-ups with National Institutes, industries and field organizations

- for the same, and further formalize the existing tie-up with Auckland University of Technology (AUT).
10. To authorize the Principal and college council to decide upon the college and exam calendar for the year, in consultation with the Exam Committee.
  11. To authorize the exam committee to finalise the Exam Manual and confirmed Dr. Joseph Moolayil as the convener for the preparation of the draft for the same.
  12. To approve the existing committee for framing the bye-laws with the special officer as the convener, to prepare the draft for finalization by the Governing Council.
  13. To adopt a revised Research Policy and entrusted the Research Advisory Committee to distribute seed money of Rs. 15,8000/- to the selected members of the faculty to promote research, publication and innovation. It was also decided to earmark a corpus amount every year for funding Research Projects, travel, purchase of equipment, books etc.
  14. To continue with the existing scholarships.
  15. To approve all the existing committees as per the college hand book.
  16. To fix fees as per the guidelines of the state and/or University, and to follow the present fee structure to the extent possible.
  17. To accept the e-governance policy and to implement the same in the fields of administration, admission of students, student support, finance management and examination.
  18. To continue with the existing practice of teacher evaluation.
  19. Finance Committee: Nominated Dr. Jose John to the finance committee. Principal nominated Prof. George Philip (senior most) to the finance committee (as per UGC guidelines).
  20. To approve the strategic plan document and decided to construct the new academic cum administrative block with the support of all the stakeholders and benefactors including students, faculty, parents, alumni, employers etc. The council appreciated the various committees working towards achieving the same.
  21. To send proposal for new hostel to UGC after securing necessary permissions of MC.
  22. To start Civil Service Academy in collaboration with Civil Service Institute, Pala.


Other suggestions by the special invitees:

1. Dr. James: To look for measures to enhance quality – e.g., integrated programmes leading to PG.
2. Clarification regarding the administration and management of doctoral programme, whether it would be same as that of other UG/PG programmes, or would it be beyond the powers of autonomous college.
3. Efforts to be made to make a difference by identifying ways and means by which some additional credits could be gained by students from this year itself, and provide certificate to that effect.

The meeting came to an end by 12.30 pm with vote of thanks by the secretary.



**MANAGER**  
Sacred Heart College Thevara  
Cochin - 682 013



Dr. Johnson X Palackappan  
Principal  
Sacred Heart College (Autonomous)  
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