

**Autonomous Governing Board
Meeting Minutes
2019 - 20**

JMJ COLLEGE FOR WOMEN (AUTONOMOUS) :: TENALI
Minutes of Autonomous Governing Board Meeting on 1st July, 2020

The Autonomous Governing Board meeting of MJM College for Women (Autonomous) Tenali was held on 1st July 2020 at 10.30 A.M through Zoom App.

Agenda for the Meeting:

1. Prayer song
2. Welcoming the members
3. Chairpersons' introductory remarks
4. Change of Governing Board member
5. Presentation of the minutes of the previous Autonomous Governing Board meeting held on 4th October, 2019
6. Approval of presentation of the minutes of Academic Council meeting
7. Approval of presentation of the minutes of the Finance Committee meeting and financial statement of the Autonomous grants received 2019-20 and the proposed budget for the year 2020-2021
8. A brief review of the events conducted by the college from October, 2019 to May, 2020
9. Any other points with the permission of Chair Person:
 - ❖ Ratification of the appointment of Controller of Examinations and Assistant Controller of Examinations
 - ❖ Approval of the applications of new PG Course, Skill Based Courses and Star College application.
10. Chairperson's concluding remarks
11. Vote of Thanks

The following members were Present for the meeting through Zoom App:

S No	Name	Designation
1	Dr. Sr. Tresa KVM, Provincial Superior	Chair Person
2	Dr. Sr. Theresamma Gade, Correspondent	Member
3	Dr. Sr. Shiny K.P, Principal	Ex – Officio
4	Dr. Sr. Shanta Kumari Putti	Member



5	Sr.D.Mariamamma, Vice Principal	Member
6	Prof. M.Vijaya Lakshmi, Dept. Botany, Acharya Nagarjuna University, Nagarjuna Nagar, Guntur	State Government Nominee
7	Prof. G.Rosaiah, Dept.of Botany & Microbiology	University Nominee
8	Rev. Fr. Dr. Francis Xavier S.J, Correspondent, Andhra Loyola Institute of Engineering & Technology, Vijayawada	Member
9	Ms. K. Prameela, Lecturer in Botany, JMJ Tenali	Member
10	Ms.P.Hemalatha, Lecturer in Home Science	Member

Members Absent:

1.	Sr.D.Kavitha, Finance Manager	Member
2.	Dr. Sriman Narayanan, Prof. and Head of Dept. of Analytical Chemistry, University of Madras	UGC Nominee

The meeting began with a prayer song invoking God's blessings upon the members and the institution. Dr.Sr.Shiny K.P, Principal welcomed all the members and invited the Chairperson Dr.Sr.Tresa KVM, Provincial Superior to give her opening remarks and to discuss the agenda points. Dr.Sr.Tresa KVM greeted the members and appreciated them for their presence during this pandemic COVID-19. Dr.Sr. Shiny K.P, informed the members regarding the change of Autonomous Governing Board member. Ms.K.Prameela, the member of the Autonomous Governing Board and the Head of the Department of Botany would be retiring after 36 years of her service on 30th September, 2020 and in her place Dr.P.M. Padmalatha, Head of the Department of Mathematics would be appointed as the member of the Autonomous Governing Board. The Chairperson requested Dr.Sr.Shiny K.P, the Principal to continue with the agenda points due to poor internet connectivity.

Mrs. K. Prameela Dept of Botany, presented the minutes of the previous Governing Body meeting held on 4th October 2019. The members unanimously approved the minutes and Rev.Fr.Dr.Francis.Xavier S.J Correspondent of Andhra Loyola Institute of Engineering and Technology, Vijayawada passed the minutes and Dr.M.Vijaya Lakshmi, the State Government Nominee seconded it.



The Principal presented the action taken report of the recommendations given by the members in the previous Governing Body meeting. Mrs. P. Hemalatha Head of the Dept of Home Science presented the minutes of Academic Council online meeting held on 17th June, 2020. After the detailed discussion, the members unanimously approved the minutes.

Sr. D. Mariamma the Vice-Principal, presented the minutes of the Finance Committee meeting held on 18th June, 2020. She presented the details of grants received in 2019 towards B.Voc programmes that were introduced in the year 2018-19 and the expenditure of Autonomy grant for the year 2019-20. The members approved the minutes and the proposed budget for the Autonomy Grant for the year 2020-2021.

Dr.Sr. Shiny K.P Principal presented the events carried out in the institution from October 2019 to May, 2020 through PPT. The appointment of Dr.P.M. Padmalatha, the Head of the Department of Mathematics as the Controller of Examinations from 1st September 2020 onwards in the place of Dr. Ch. Sarojini who is presently holding the position of Controller of Examinations and Ms. B. Devi Priya, Lecturer in Computer Science as the Assistant Controller of Examinations have been ratified by the members.

The New PG Course in MSC Food Science, Nutrition and Dietetics by the Department of Home Science, four UGC Skill Based Programmes under NSQF have been approved and ratified by the members to start the courses after obtaining approval from UGC and APSCHE.

Prof.M.Vijaya Lakshmi clarified the doubts regarding the seed money allotted to the staff to do Minor Research Projects and the Principal explained that three Minor Research Projects would be carried out in the year 2020-21 by three staff and an amount of Rs.10,000/- would be provided to each staff from seed money to carry out the projects.

Rev. Fr. Dr. Francis Xavier suggested utilizing UV Spectrophotometer to do Minor Research Projects by B.Sc Final Year and PG Chemistry students with the assistance and support of their staff. He further suggested downloading free software for drawing graphs.

The decision to close down five UG Courses such as B.Sc IMB, B.Sc Bio Technology, B.Sc Electronics, B.Sc Fashion Designing and B.Sc Home Science English Medium were approved and ratified by the members.

He appreciated the Management for conducting B.Voc Programmes and submitting the proposals for four Skill Based Programmes under NSQF for the year 2020-21. He also suggested



taking MOU from Priya Pickle Industry, Vijayawada for the Skill Based Programme titled Pickle Making Technician. -

The Analysis and Action taken Report related to Feedback on Curriculum taken from stakeholders (i.e., Students, Staff, Employers and Alumni) was discussed and the Action Taken Report was approved.

On the request of the Chairperson Rev. Dr.Sr.Tresa KVM, the concluding remarks were presented by the Principal which were sent to her as WhatsApp message.

The Chairperson in her concluding remarks thanked the members for being present in the meeting and giving their valuable suggestions and guidance. She congratulated the Management and Staff for the new initiatives, organizing online webinars and attaining good results and bringing many laurels to the institution. She also stated that we need to reach out the students with innovative methods of teaching like virtual learning, live online classes and using other online tools and face the present global crisis. She also urged everyone to seek the blessings and guidance of the divine, the Almighty and commit ourselves to meet the unprecedented challenges of COVID-19 and function the institution in the best possible way in the coming academic year.

Dr. Sr. Shiny KP thanked the members for their support and making available to attend the meeting. The meeting came to an end at 12.00.P.M.

Date: 01-07-2020

Place: Tenali




PRINCIPAL
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JMJ COLLEGE FOR WOMEN (Autonomous)
TENALI

The meeting began with a short prayer by. Sr. D. Mariamma, the Vice. Principal invoking God's Blessing Upon the members. Dr. Sr. Shiny K.P, the Principal welcomed the members for the meeting and invited them to give their Suggestions. She introduced the new members to the floor namely Prof. G. Rosaih, Registrar, Dept. of Botany & Microbiology, ANU, the University nominee, in the place of Prof K. John Paul, Rector, ANU, the University Who have retired from his service. Sr. D. Mariamma, Vice Principal in the place of Sr Amul Mary F., Ms. P Hemalatha HOD of Home Science in the place Ms.K.Nirguna , HOD of Chemistry who is going , to retire from their service on 30th November, 2019.

Principal informed the members regarding the Visit of UGC Expert Committee to evaluate the performance and academic attainments for Extension of Autonomous status to JTMJ College on 14th and 15th October, 2019.

Ms. K. Prameela presented the minutes of the previous Autonomous Governing Board meeting which was held on 26th April, 2019. Principal presented the recommendations implemented by the College that was proposed in the previous meeting. Dr. Fr. Francis passed the minutes and Mrs. K. Prameela seconded it.

Mrs. P. Hemalatha presented the Minutes of Academic Council meeting which was held on 23rd September 2019. Autonomous Governing Board members approved the changes made in the syllabus in various subjects.

Sr. D. Kavitha presented the minutes of Finance Committee meeting that was held on 3rd October 2019. After a few clarifications regarding finance, Sr. Mariyamma presented the Annual e-Governance Report and it was approved by the Governing Board members. Principal briefed Various activities of the College from June to September, 2019 through power point presentation and the members Appreciated the Various management and staff for conducting various events.

Based on the recommendations of Council, the Board discussed the possibilities of initiating a few programs. Dr. Fr. Francis suggested offering free Certificate course through NPTL& APSSDC and Internship or Field projects for the second year or third year degree students for 20 Days in collaborations with industries. He also suggested introducing Learning Management System (LSM) to train and develop various programs for the Students. The board approved to Start a new Course, B. Sc. Dala Science & Analytics by the college.



Prof. M. Vijaya Lakshmi suggested creating QR Codes to plants to explore more information about the plants and it is a great source of learning for the students. She also recommending providing seed money to the staff to purchase mini research projects and from autonomous grant for the students to do study project.

The Analysis and Action taken Report related to Feedback on Curriculum taken from stakeholders (i.e., Students, Staff, Employers and Alumni) was discussed and the Action Taken Report was approved.

Dr. Sr. Shiny thanked the members for their valuable suggestions and recommendations. The Autonomous Governing Body Meeting came to an end at 5:00 PM.

Date: 04-10-2019

Place: Tenali


PRINCIPAL

Principal
J.M.J. COLLEGE FOR WOMEN (Autonomous)
TENALI - 522 202

