

The agenda for the meeting was as follows:

- 1) Prayer followed by Welcome by Principal Dr. Sr. Sagayamary B.
- 2) Address by His Grace Rt: Rev: Dr Peter Machado, The Archbishop.
- 3) Reading of the minutes of the last meeting by Fr. Vinoo Fabian.
- 4) A brief report of the College admissions, Fee structure revision by Fr. Prashanth Prem Kumar, Manager.
- 5) Events for the year 2020-2021 by Principal Dr. Sr. Sagayamary B.
- 6) Online Classes & Results of the II, IV & VI Semester students by Mrs. Carol.
- 7) Report of the LIC by Principal Dr. Sr. Sagayamary B.
- 8) Ladies Hostel / Canteen.
- 9) Requirements for the College 2021-22
- 10) New Courses [B.com(vocational), M.B.A , M.C.A]
- 11) Any other.
- 12) Vote of thanks by Fr. Prashanth Prem Kumar

Meeting details:

- 1) The meeting began with a prayer by the Principal. His Grace Rev. Dr. Peter Machado requested all to observe a minute of silence to pray for the former Principal Sr. Philomena Cardoza. The Principal greeted and welcomed all the meeting participants with flower pots. This was followed by the President's address. His Grace Rev. Dr. Peter Machado, Archbishop of Bangalore expressed that he is happy to be visiting St. Aloysius Degree College after a long time. He stressed on the importance of human rights knowledge being an integral part of our education. He also stated that our aim should be to make the student community conscious of humanity. St. Aloysius school and college has been a premium institution known for its value system. It is important for us to introspect where we are now?, what are we upto? And where we intend to go?. St. Aloysius Degree College and Centre for Post Graduate Studies should be a standard, path breaking and affordable institution.
- 2) The minutes of the previous governing council meeting (March 2020) was read by the Vice Principal Fr. Vinoo Fabian. It was passed and approved by the governing council members.
- 3) The Manager updated on the admission and fee structure details. The student intake has increased only by 10 students compared to the previous academic year owing to the pandemic situation. The tuition fee has been increased by 10% and a concession of 10% can be given to Catholic students. The president enquired if more than 10% concession

can be given to Catholic students. Msgr. Jayanathan suggested that a special concession could be given to families if two of their children are a part of St. Aloysius Degree College. The manager also shared the course wise strength of the students. He also said the all the staff should have a sense of belongingness with the institution.

- 4) Mr. Jaijo Joseph syndicate member of BNU suggested that premium courses like B.Com (ACCA) could be introduced in the college. He also said that the college could collaborate with agencies for marketing, digital marketing and branding the institution. He assured that he would help the college by contacting such agencies.
- 5) Fr. Prashanth Madtha SJ stated the BSW courses could be closed due to its poor strength. The President also asked for the closure of BSW.
- 6) Increasing admissions should be prioritized. The President advised that all the staff members should form teams and visit the PU colleges to promote St. Aloysius Degree college. He has instructed the staff members to be fully involved in the admission process and each of them should be entrusted with the responsibility of admitting at least five students for the college. Everyone should be involved in increasing the student intake. Fr. Prashanth Madtha SJ said that a separate marketing committee comprising of staff members needs to be constituted. Mr. Jaijo stated that since PU exams are cancelled the inflow of students seeking admission for degree will be more and we need to encash on the same. Mr. Anil suggested to involve the Alumni of the college in increasing the admissions. He also emphasized the St. Aloysius Degree College is the only degree college in the ABE. Therefore, it should be popularized and a committee could be set up in the ABE for the same.
- 7) The president instructed Fr. Vinoo and Fr. Prashanth Prem Kumar to focus on the ABE PU colleges in rural areas, Sylviapura, Kengeri and mobilize those students to enroll in St. Aloysius Degree College.
- 8) The discussion was followed by a presentation by the Principal on the various events which were organized in the college in the academic year 2020-2021. Fr. Prashanth Madtha SJ was happy to know that numerous activities have been organized and he expressed his appreciation for the same. The President recommended to celebrate other festivals like Diwali and Ramzan in College apart from Christmas. Mr. Jaijo proposed that ABE programs can be organized in the college campus. He also said that corporate events should be allowed and encouraged in the college. This would help in promoting the college.
- 9) The President advised that there should be a three level staff evaluation. The performance of the staff must be evaluated by the management, students and the other staff. The related files should be maintained confidentially by the Principal.
- 10) His Grace Rev. Dr. Peter Machado stated that he is planning on making the college library a centre for Kittle dictionary. Arrangements with the government for grants for the same needs to be made

- 11) The President enquired about the ladies hostel facility for the girl students. The Principal informed that an arrangement has been made with the Canosian Convent for the same. It was suggested to keep that as a temporary option since the hostel fee charged would not be affordable for the students. Shifting the boys hostel to St. Aloysius School primary block and using the current college hostel for the girl students could be considered.
- 12) The Principal Dr. Sr. Sagayamary presented the academic plan and requirements of the college for the coming year. The major point of discussion was the introduction of new courses such as MBA, MCA, B.Com (Vocational) and B.Sc. The president clarified if it will be feasible to start such courses owing to the low strength of students in the existing courses. He advised that for the next three years the priority should be to improve admissions and later add on of new courses can be decided. He also asked the Principal to prepare a detailed requirement list for the MBA courses. This list must highlight the liability that will be incurred in establishing and running a new course like MBA in the college. The President stated that B.Com (Vocational) can be considered. Fr. Prashanth Madtha SJ said that the college could apply for BSC (fashion/apparel designing) and MBA and later withdraw the application if the required strength is not met./
- 13) The requirements of the college was discussed by keeping in mind the recommendations made by the LIC. It was decided that a ladies room adjoining the ladies restroom must be set up. The Manager was asked to check with Mr. Deepak for solar lights. The Principal informed that a prospective person to run the college canteen has been contacted. She was advised by the President to make proper agreements with the canteen vendor to avoid any issues in future.
- 14) The President said the sports activities in the college should be made more vibrant. A hockey team could be formed. Mr. Jude Felix can be contacted for help in this regard.
- 15) Fr. Prashanth Madtha SJ said that he will meet the Principal and Manager to plan and discuss further about admissions. He also advised to contact institutions from North East to mobilize students for St. Aloysius Degree College.
- 16) Sr. Jane shared her grievance about the current records and documents maintained in the college. She said it was necessary to improvise the record keeping system followed. The President asked for the requirements needed for the same. Msgr. Jayanathan emphasized on backing up data/records. Need to establish a record room was discussed.
- 17) Mr. Anil suggested that the college should organize unique programs, international seminars, mutual exchange programs and FDP's. Dr. Joseph Stanley could be contacted to help with SKIP (skills for progress). He also advised that along with Sr. Jane, the college should also appoint a regular auditor.
- 18) The President requested Mr. Jaijo & Mr. Anil to share and direct all their valuable contacts for the promotion and growth of the college.

The meeting ended with a vote of thanks by Rev. Dr. Peter Machado himself.

The meeting commenced at 9:00 am with a prayer by the Principal Dr. Sr. Sagaya Mary.

The agenda for the meeting was as follows:

- 1) Prayer by the Manager Fr. Prashanth Prem Kumar
- 2) Welcome by the Principal Dr. Sr. Sagayamary B
- 3) Address by His Grace The Archbishop Rev. Dr. Peter Machado
- 4) Reading of the minutes of the last meeting by the Vice Principal Fr. Vinoo Fabian
- 5) Admission & Fee structure revision - Fr. Prashanth Prem Kumar
- 6) A brief report of the college activities and plan of action by the Principal Dr. Sr. Sagayamary B
- 7) Presentation of Result analysis – Ms. Carol David
- 8) Non-feasibility of the introduction of new courses (B.Sc , MBA & MCA)
- 9) Guidelines & norms for salary increment of college staff
- 10) Bus facilities
- 11) Renting the college Auditorium/Play ground
- 12) Challenges faced
 - Effective orientation of NEP is required. Challenges faced especially with regard to the diploma and skill based courses for regular students.
- 13) Any other
- 14) Future plans
 - Needs to be discussed, reported and implemented as per the requirements of AQAR
- 15) Vote of thanks - Fr. Prashanth Prem Kumar

Meeting Details:

- 1) The meeting began with a prayer by the Manager. The Principal greeted and welcomed all the meeting participants with flower pots.
- 2) The minutes of the previous governing council meeting (July 2021) was read by the Vice Principal Fr. Vinoo Fabian. It was seconded by Dr. Anil Albert D'Souza and passed by Fr. Prashanth Madtha SJ.
- 3) His Grace Rev. Dr. Peter Machado, Archbishop of Bangalore enquired if action was taken on all the plans made at the previous meeting. The Principal Dr. Sr. Sagaya Mary informed that the details on the action plan will be updated in her upcoming presentation.
- 4) The Manager updated on the admission and fee structure details. The tuition fee has been increased by 10% for the year 2022 and the ABE has approved the same. The Manager also shared the course wise strength of the students, along with the caste wise break up.

The details of arrears collected and pending was also discussed. The amount of concession given for the academic year was Rs 10,81,000.

His Grace Rev. Dr. Peter Machado said that a concession upto 50% can be given to Catholic students on merit basis. He also advised to give a 50% fee concession to those students who complete UG in our college and continue with PG courses in the college.

- 5) The Secretary Fr. Prashanth Madtha SJ said that they are working on the salary scale of the staff. He asked the Principal and Manager to meet him and share their opinions on the same so that it can be integrated.
- 6) Sr. Jane Fernandes gave an update about the expenses incurred towards the staff salary on a monthly and yearly basis. It was observed that the amount of fees collected from the students equaled the amount spent on staff salary. Therefore, there is no profit or loss made.
- 7) The Manager Fr. Prashanth Prem Kumar informed that the rest rooms in the college have been renovated and 60 benches have been purchased. This has been funded by the ABE.
- 8) Fr. Prashanth Madtha SJ enquired why only four students have been admitted for the MSW course. He checked what were the initiatives taken and advised the Manager to travel to North East to mobilize students for the college.
- 9) The Vice Principal Fr. Vinoo Fabian said that the PG students are allotted by BNU and hence it is difficult for the college to mobilize students.
- 10) The Principal Dr. Sr. Sagaya Mary made a presentation on the events and activities organized in the college from June 2021. The ppt included pictures of Seminars & workshops conducted, Celebrations & observations, Social outreach programs, LIC visit, Alumni meet, student competitions, Admission improvement, LIC observations, MOU's to be signed, action plan taken and future plans. The Archbishop was very happy to know that such a variety of programs were organized in the college campus. He appreciated the Principal for making the college vibrant. He said that being a small college our programs were on a grand scale and he was pleased to know about it. He also expressed his appreciation for the staff members.
- 11) The next presentation on result analysis was done by Ms. Carol. It had the odd & even semester results and the final year student topper list. All the members were happy to know about the 95 pass percentage in the odd semester. His Grace Rev. Dr. Peter Machado enquired if any student has secured University rank. Ms. Carol informed him that Jestina of M.com had secured the fourth rank in BNU and a rank was assured for M.Com this year as well.
- 12) The next point of discussion was regarding the non-feasibility of introducing BSC (Fashion Technology course). The principal said that she had visited Mount Carmel College to get an understanding about the course. It was observed that it requires a huge infrastructure investment. Therefore, starting the course in the college currently might not be feasible.

- 13) The Secretary Fr. Prashanth Madtha SJ opined that MBA course does not have good job opportunities as of now. MCA and MA (English) has a global demand and so it can be considered. The Archbishop said that the required documents to start these courses should be prepared immediately and Mr. Dominic, the Registrar of BNU can be contacted regarding this.
- 14) Discussion related to the bus facilities for students was made. Dr. Sr. Sagaya Mary informed that they have spoken to Mr. Santhosh of Infant Travels. The arrangement would be to pay a 15% commission to ABE. His Grace Rev. Dr. Peter Machado asked for all the details and Fr. Prashanth Madtha SJ was in favour of the arrangement. He asked for a written proposal for the same.
- 15) The next proposal was to rent out the college auditorium. The Archbishop Fr. Prashanth Madtha SJ stated that since it is a commercial activity it could lead to problems. Firstly, it would be considered as an offence. Secondly, since the college land is on lease the government could question on the profitability made by renting out the auditorium. Thirdly, it could give rise to notion about Manthanthara that is conversion if there were mass gatherings in the campus especially on Sundays.
The Secretary Fr. Prashanth Madtha SJ said that the college auditorium can be rented out. There will not be any issues faced. The amount collected thereof should be shown as contributions made by the organizers to the institution.
- 16) The Manager suggested we could give the college playground to Mr. Jude Felix for his academy. The Archbishop expressed his disagreement since it could cause problems.
- 17) The Principal recommended that the playground could be used for a sports academy for our own students. The Secretary Fr. Prashanth Madtha SJ said that these requirements should be included in the annual budget first.
- 18) The Archbishop insisted that the ground can be divided into three parts and used for different sports like cricket, hockey, volleyball and football. He advised to encourage sports for the girl students especially hockey and football.
- 19) Fr. Prashanth Madtha SJ asked the Principal and the Manager to hold an annual requirement and budget meeting in college. Sports requirement should be included.
- 20) The Principal Dr. Sr. Sagaya Mary spoke about the MOU's to be signed by the college. She also mentioned that the certificate courses conducted by HOPE Foundation were free of cost. The Archbishop said that it should not be free and a minimum of at least Rs 100 should be charged as registration fees. Fr. Prashanth Madtha SJ said that before signing any MOU, the ABE should give its approval for the same. The Archbishop also stated that a full background verification of the partnering institution should be done before signing an MOU.
- 21) The next suggestion was given by Mr. Anil. He said that the college could offer crash courses for outsiders. Courses in IT and the like could be given and this will also help in publicizing the college. He also stated that other colleges have rented out their playground to sports academy. He said he can help to set up the same in our college.

- 22) Fr. Prashanth Madtha SJ enquired about the bridge that was proposed to be built outside the college premises. The Manager informed that the walls are damaged and the structure is going to be rebuilt at the time of renovation of the open sewage.
- 23) His Grace Rev. Dr. Peter Machado informed that he has contacted a congregation for women's hostel. He asked the Principal Dr. Sr. Sagaya Mary to give the requirement in writing. He also advised that the current college hostel can be used exclusively for girl students henceforth. It should accommodate 30-40 students.
- 24) Fr. Vinoo informed the future plans discussed regarding starting new PG courses, introduction of skill based courses, setting up of women's hostel, digital library and sports academy should be put in the AQAR report.
- 25) The Secretary Fr. Prashanth Madtha SJ insisted that the planning for the admissions in June should start immediately and also advised to hold many staff meetings. The Principal informed that monthly four staff meetings were held. He also asked the Principal and Manager to meet every week and record the minutes of their meetings.
- 26) The Archbishop asked the Manager to call for a meeting along with the head of St. Aloysius High School, PU College and Degree College together. He also said that a study should be made on why our B.Com students do not opt for M.Com. Some incentives could be offered to them based on marks if they join M.Com.

The meeting ended at 12:30 pm with a prayer by His Grace Rev. Dr. Peter Machado

Dr. Sagayamary B.
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