



## SOPHIA GIRLS' COLLEGE (AUTONOMOUS), AJMER

### Minutes for BOM Meeting held on 22nd April 2017

A meeting of the Board of Management of Sophia Girls' College (Autonomous), Ajmer was held on Saturday, 22<sup>nd</sup> April 2017 in the Conference Room of the College.

The following members participated in the meeting.

1. Rev. Sister Savina - President, Education Society.
2. Rev Sister Mabel - Vice President, Education Society
3. Rev. Sister Janet - Secretary, Education Society.
4. Rev Sr. Aruna - Treasurer ,Education Society
5. Dr. Sr. Pearl - Member, Education Society
6. Mrs. Sandra Lee - Staff Representative, Sophia Girls' College (Autonomous),
7. Mr. Gautam Chaturvedi - Staff Representative, Sophia Girls' College (Autonomous),
8. Dr. Jitendra Tripathi - Joint Secretary, UGC
9. Dr. K. B. Sharma - Principal, S.B. College Management Nominee
10. Dr. Sr. Serena - Principal, Sophia Girls' College (Autonomous),

#### Agenda:

1. To read and approve the minutes of the previous meeting.
2. To consider and approve the resolutions passed by the Academic Council of the College.
3. To approve Semester –wise programmes / courses of study leading to the award of degrees.
4. To approve the fees (both admission and tuition) recommended by the Finance Committee / Management.
5. To approve the new courses to be introduced in the coming session 2017-18.
6. To approve the Strategic and Perspective plans of the College
7. To inform about the new members appointed for the Examination Cell.
8. To present the Feedback Analysis Report and Action Taken Report of stakeholders.
9. To nominate new members to the Academic Council.
10. Any other business

S.No.	Description
1.	The meeting commenced with a prayer after which Sr. Savina, the President welcomed the members. This was followed by introduction of the members. <b>To read and approve the minutes of the previous meeting.</b>
<b>Decision Taken</b>	Dr. Sr. Serena read the minutes of the previous meeting which was proposed to be passed by Dr. Jitendra Tripathi - UGC Nominee & seconded by Sr. Janet, Secretary of Sophia College, Education Society. The minutes were unanimously passed by the present members.

2.	<b>To consider and approve the resolutions passed by the Academic Council of the College.</b>
<b>Decision Taken</b>	Dr. Sr. Serena informed the members about the following resolutions passed at the last Academic Council meeting held on 28 <sup>th</sup> September 2016 (i) To approve syllabus of all the Courses from Semesters I to VI for U.G. and I to IV for P.G. (ii) New members for BOS & Academic Council. (iii) Names of Examiners. (iv) Introduction of New Courses of M.A./M.Sc. Geography & M.Com. A.B.S.T. (v) Introduction of Credit System from the coming Academic Session 2017-18 (vi) Syllabus of Elective /Skill Enhancement courses for Semester III & IV & Generic Elective for Semester V & VI. (vii) Passing Criteria & Policy as in the Exam Manual The members resolved to pass the above decisions taken at the Academic Council Meeting. Passed Unanimously.
3.	<b>To approve Semester-wise Programs / Courses of study leading to the award of degrees.</b>
<b>Decision Taken</b>	The Principal Dr. Sr. Serena apprised the house that the present Semester wise Undergraduate Programmes running in the College are B.A., B.A. (English Honours), B.A. (Economics Honours) B.Sc. (Biology), B.Sc. (Mathematics), B.Com, B.B.A. and B.C.A. The Post Graduate Courses are M.A. (English Literature), M.A. /M.Sc. (Geography), M.Sc. (Computer Science), M.Com. (ABST). The members appreciated the large number of courses offered by the College & approved the same.
4.	<b>To approve the fees (both admission and tuition) recommended by the Finance Committee &amp; Management.</b>
<b>Decision Taken</b>	The members studied the fee structure proposed by the Finance Committee and agreed to increase the Annual Fee from Rs.6,000/- to Rs.10,000/- and the Tuition Fees by Rs.4,000/- annually, for all the existing courses in the College. Passed Unanimously.
5.	<b>To approve the new courses to be introduced in the coming session 2017-18.</b>
<b>Decision Taken</b>	The members were informed that the Management had given permission to introduce M.A. (Political Science) & Bachelor in Library and Information Science (B.L.I.S.) from the coming session (2017-18). The members appreciated the initiative of the Management and approved the same. Passed Unanimously.
6.	<b>To approve the Strategic and Perspective plans of the College</b>
<b>Decision Taken</b>	The Principal presented the Strategic Plan of 2017-18 for approval. She also presented the five year Perspective plan from 2016-2022. The members studied the plans and appreciated the initiative of the College and approved the same. Passed Unanimously

7.	<b>To inform about the new members appointed for the Examination Cell.</b>
<b>Decision Taken</b>	Dr. Sr. Serena informed the Honorable members that due to increase in workload two new members were introduced into the examination cell- <ul style="list-style-type: none"> <li>• Sr. Swapna -M.Sc. (Zoology)</li> <li>• Mr. Anwar Kamal -MCA</li> </ul> <p>The names were approved by the members.</p>
8.	<b>To present the Feedback Analysis Report and Action Taken Report of stakeholders.</b>
<b>Decision Taken</b>	The Principal presented the Feedback Report and the Action Taken Report of the stakeholders (the Parents, Employers, Alumni, Staff and Students) regarding the curriculum design, courses and other aspects of the College. The members duly appreciated the initiatives taken.
9.	<b>To nominate new members to the Academic Council.</b>
<b>Decision Taken</b>	It was proposed to extend the term of the following Management Nominees in the Academic Council by one year <ul style="list-style-type: none"> <li>• Dr. Kumkum Singh - Doctor</li> <li>• Dr. Anant Bhatnagar - Principal, Shramjivi College, Ajmer</li> <li>• Sister Carol - Lawyer, Director, Sasvika Social Service Centre, Ajmer.</li> </ul> <p>The new member nominated for a period of one year is Mr. Prakash Jain a Businessman. The members accepted the extension as well as the new nomination.</p>
10	<b>Any other Business</b>
<b>Decision Taken</b>	In any other business the following names were approved by the honourable members as Staff Representatives for a period of two years: <ul style="list-style-type: none"> <li>• Dr. Jyoti Chandel - Head, Dept. of Political Science</li> <li>• Mrs. Deepmala Singhal - Head, Dept. of Physics</li> </ul> <p>As there was no other matter to be discussed the meeting ended with a vote of thanks to the chair &amp; all the members.</p>

*Dr. Sr. Serena*  
Dr. Sr. Serena

**PRINCIPAL  
SOPHIA GIRLS' COLLEGE  
(AUTONOMOUS)  
AJMER**

*Sister Savina*  
Rev. Sr. Savina

**President  
Sophia College Education Society  
Ajmer**