



An Institution of  
the Society for the Higher Education  
of Women in India

Office of the Principal

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## MINUTES OF THE FIRST MEETING OF THE ACADEMIC COUNCIL OF SOPHIA COLLEGE (AUTONOMOUS) – 22<sup>ND</sup> FEBRUARY 2019

Venue – Suman Tulsiani Convention Centre at 1.30 pm

The meeting was conducted by the Chairperson, Dr. (Sr) Ananda Amritmahal, Principal of the college, and was attended by all the Heads of Departments, the additional nominated members of staff and Dr. Yasmin Khan as Member Secretary.

Of the three nominees of the University, Dr. M. M. V. Ramana and Dr. Uttara Sahastrabhudhe were unable to attend, and only Dr Anushree Lokur, who was the VC nominee was present.

Dr. Usha Mukundan and Ms. Zara Murao were present from the panel of four experts from outside the college. Ms. Padmini Somani and Dr. Rajiva Kothurkar were unable to attend.

The meeting started with Sr. Ananda welcoming all the members and giving a brief introduction. The members then briefly introduced themselves.

Sr Ananda informed the Academic Council that the final University letter approving Autonomy had been received by the college on 23<sup>rd</sup> July, after the current academic year had started, and so no major changes had been made in the syllabi.

She then presented a summary of each department's syllabi, highlighting the titles of papers along with the course codes and whether that paper was revised and to what extent. Dr. Anushree Lokur mentioned that the course codes need to be passed. This was accordingly done. She also asked whether there had been any changes in the credits allotted to each course. Sr Ananda replied that no change had been made to the system followed by the University of Mumbai for the allocation of credits. A resolution accepting all the syllabi presented was proposed by Dr M. Colaço, seconded by Dr A. Coutinho, and passed unanimously.

Then the resolutions with regard to examination and assessment, both for internal and semester end exams were presented. Here too only the changes from the University norms were highlighted for discussion. The motion to adopt these was proposed by Dr Meeta Saxena and seconded by Dr Roshan D'Souza. This was followed by the passing of the resolutions regarding attendance rules (proposed by Dr Ignat Mendes and seconded by Sr Patricia D'Souza) and finally the passing of the resolution with regard to the penalties to be levied in cases of the use of unfair means (proposed by Dr Perpetua Miranda and seconded by Dr Paul Rosario).

After this the meeting was opened for discussion of any other matters.

Sr Ananda mentioned that this first meeting had been delayed since the Government nominee for the Governing Body had not been assigned to our college despite several reminders. Finally the Principal Secretary, Higher Education, Government of Maharashtra, had asked the college to go ahead with the meeting without waiting for the government nomination. Hence, finally the Governing Body meeting had been held on 23<sup>rd</sup> January 2019. Since it is mandatory for two meeting to be held each academic year, the next GB meeting had been scheduled for 23<sup>rd</sup> April 2019. To fulfil the mandate of having two AC meetings it was decided that the next AC meeting be tentatively scheduled for 12<sup>th</sup> April. The Principal has asked all the departments to complete their second BOS meetings prior to this date.



The meeting concluded with a vote of thanks to the Chair.

#### Resolutions:

1. Resolved that the syllabi of the various departments at Sophia College, passed by the respective Boards of Studies, be and hereby are accepted. Resolved also that the course codes as presented be and hereby are accepted.
2. Resolved that the following regulations with regard to examination and assessment (internal assessment and semester end examination) be and hereby are accepted and put into practice at Sophia College (Autonomous) from the academic year 2018-2019 onwards.
3. Resolved that the student's eligibility criterion for appearing for the Semester End Examination is a minimum of 75% attendance during the semester. A condonation of a maximum of 25% may be permitted at the discretion of the Principal. A student with less than 50% attendance will not be allowed to appear for the Semester End Examination. Such students will be declared 'FAILED' and will appear for the ATKT examination.
4. Resolved that, in cases of the use of unfair means by students, the Vigilance Committee will examine each case and make recommendations for action, in accordance with the University Ordinance to the Principal.

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**Dr. (Sr) Ananda Amritmahal**  
Principal, Sophia College Autonomous