



St. Joseph's College for Women (Autonomous) Visakhapatnam - 530004

(NAAC Reaccredited & ISO 9001:2015, 14001:2015 Certified)



1.4.1(4): Proof of Communication with Relevant Bodies (Minutes of Governing Body)

**St. JOSEPH'S COLLEGE FOR WOMEN (AUTONOMOUS),
VISAKHAPATNAM.**

MEETING OF THE GOVERNING BODY

NOTICE

This is to inform all the Governing Body members to attend a meeting on **31st July 2023 at 3:00 PM** in the College Seminar Hall. The following is the agenda for the meeting

AGENDA

1. Presentation of Academic Activities
2. Examination - Reports results.
3. Financial assistance to stakeholders.
4. Faculty Recruitment.
5. Financial details
6. Alumnae Association.
7. Future plans.
8. Stakeholders feedback

Dr. Shyama
PRINCIPAL 21/7/23
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 001

Minutes of the meeting of the Governing Body of St. Joseph's College for women Society held on 31.07.2023 at 3.00 pm.

The following members were present

Sr. Rose	: President	Sr Rose
Sr. M. Francisca	: Vice President	Sr Francisca
Dr. Sr. Shyji P.D	: Principal & Correspondent	Dr. Shyji
Sr. Annie Paul	: Provincial Administrator	Sr Annie Paul
Sr. Mary K.C	: Secretary & Treasurer	Sr. Mary. K.C
Sr. Daisy PA	: Member	Sr Daisy PA
Sr. Hema S	: Member	Absent
Sr. Jain Thomas	: Member	Jain Thomas
Dr. Y. Lakshmi Prabha	: Staff Representative	Lakshmi Prabha

The meeting started with a hymn to the Holy Spirit

Agenda

- Presentation of Academic Activities

Classes are going on offline mode. Skill oriented classes and project will be added in 6th semester. 4 year degree course with single major subject is implemented from this academic year 2023-2024.

 - Community service project is mandatory at the end of 1st year

Internship/on the job training
 Skill Internship is mandatory
 at the end of 2nd year.

• Semester long Student
 Internship / project work/
 on the job training / Apprenticeship
 is for 3rd years

As per the guidelines of
 APSCHE we are implementing

2. Examination- Reports
 results

Examinations were conducted
 online and offline mode.

Papers were valued by the
 staffs of different colleges

Remedial classes for the
 failed students. Pass
 percentage of the students
 were satisfactory.

3. Financial assistance
 to Stakeholders

Financial assistance to
 deserving students who
 are economically poor
 and 1 term fee is paid
 for the children of the
 management staff.

Major medical expenses
 met for the staff by the
 college.

Educating 5 School going children of Araker.

A. Faculty Recruitment.

As we have implemented 4 year degree course with single major subject, the admission for the 2023-24 has been decreased. The present staff from the department are sufficient. So we have not recruited the staff.

5. Financial details

- Management staff were given Christmas Bonus.
 - Salaries were increased for the management staff.
- Major expenditure were
- Batteries for computer lab
 - Fire safety equipments and renewal of fire safety certificate.
 - LED projectors and computers.
 - Renovation of Chemistry lab and canteen.
 - Laying road in front of library.
 - Digital Evaluation systems

- for examination departments
- Establishing of Language centre.
 - Softwares : Microsoft windows, Microsoft office and cyber security software
 - Advance paid for construction of classrooms

6. Alumnae Association.

SJWAA Contributed Solar water heater to the Hostel. ED cell is started for the Student supported things like xerox, Stationary etc.

7. Future Plans.

- Lift Service in the administrative block
- Intraive boards for all the classrooms
- Interior design Lab for Home Science department
- New Course - Artificial Intelligent, Data Science
- Auditorium.

8. Stakeholder Feedback.

Plan of Action for 2023-2024 based on stakeholder feedback is finalised.
S. Rose

PRESIDENT

**ST. JOSEPH'S COLLEGE FOR WOMEN (AUTONOMOUS),
VISAKHAPATNAM.**

MEETING OF THE GOVERNING BODY

NOTICE

This is to inform all the Governing Body members to attend a meeting on **1st August 2022 at 3:00 PM** in the College Seminar Hall. The following is the agenda for the meeting

AGENDA

1. Presentation of Academic Activities.
2. Examination - Reports results.
3. Financial help to those students who lost their parents due to COVID.
4. Faculty Recruitment.
5. Ratification of the Staff
6. Financial details
7. Alumnae Association Registered
8. Future plans, new courses.
9. Any other.
10. Stakeholders feedback

Dr. Shyama
PRINCIPAL 21/8/22
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 062

Minutes of the meeting of the Governing Body of St. Joseph's College for women Society held on 01.08.2022 at 3.00pm

The following members were present.

Sr. Rose	: President	: Sr. Rose
Sr. M. Francisca	: Vice President	: Sr. Francisca
Dr. Sr. Shyji. P.D	: Principal & Correspondent	: Sr. Shyji
Sr. Annie Paul	: Provincial Administrator	: Sr. Annie Paul
Sr. Mary. K.C	: Secretary & Treasurer	: Sr. Mary. K.C
Sr. Daisy P.A	: Member	: Sr. Daisy
Sr. Alice Marie	: Member	: Sr. Alice Marie
Sr. S. Hema	: Member	: Sr. Hema
Dr. Y. Lakshmi Prabha	: Staff Representative	: Lakshmi Prabha Y

Agenda

1. Presentation of Academic Activities

Classes are going on offline mode. Skill oriented classes and project will be added in 5th semester or in 6th semester. Starting of 4 year B.Sc. Agriculture and Rural Development is in the process.

- Community Service project for 1st years is mandatory
- Internship / on the job training / skill internship for 2nd years

- Semester Long Student Internship project work / on the job training. Apprenticeship is for 3rd year V or VI semesters.

As per the guidelines of AICTE we are implementing.

2. Examination - Reports results. Examinations were conducted online and offline mode. Papers were valued by the other colleges. Remedial classes for the failed students. Pass percentage of the students were satisfactory.

3. Covid-19 Financial help to those students who lost their parents due to COVID. Fee concessions were given to the students.

4. Faculty Recruitment Teaching staffs were recruited for the various departments.

5. Ractification of the Staff. All the Teaching staffs were applied for ractification. Those who are with Ph.D, NET and SET are eligible for Ractification.

6. Financial Details

Management staff were given Christmas Bonus, Salaries were increased for the management staff. Major expenditure were Lab Equipments, Renovation of IQAC Room, Biochemistry Lab and advance paid for construction of rooms, New website, windows 10 software for internet connection Photo copier for examination room and deep freezer for canteen.

7 Alumnae Association Registered

Alumnae Association Registered, Dr. P. Mangaveni - President Dr. Y. Lakshmi Prabha - Vice President BJCWAA contributed amount to build cement benches in the college and for solar lights, Education help to the Tribal children.

8. Future Plans, new courses.

4 year degree course in B.Sc Agriculture and Rural Development in collaboration with Global Foundation for Education, Research and Development.

9. Any other:

(a)

- Psychology Students of AU Distance Education had 2 days practical sessions in our campus.
- MOUs with Institutions, Colleges, Industries and Companies.
- Consultation fee can be given free for our staff in St. Joseph's Hospital.

10. Stakeholder Feedback.

2021-2022 Stakeholder Feedback on Curriculum is discussed and Plan of Action based on it is finalised and forwarded to BOS for implementation.

Se Rose

PRESIDENT

St. Joseph's College for Women Society

Gitanapuram

VISAKHAPATNAM - 530004

**ST. JOSEPH'S COLLEGE FOR WOMEN (AUTONOMOUS),
VISAKHAPATNAM**

MEETING OF THE GENERAL BODY

NOTICE

This is to inform all the General Body members to attend a meeting on **11th August 2021 at 10:00 AM** in the College Seminar Hall. The following is the agenda for the meeting

AGENDA

1. Financial position of the College.
2. Scrutiny and approval of the Balance Sheet.
3. Students' Strength – Admission
4. COVID-19 relief programs undertaken.
5. Recruitment of the Teaching Staff.
6. RUSA grant
7. Autonomy Extension
8. Commencement of Online and Offline Classes.
9. AQAR of 2020-21
10. Stakeholders feedback

A. S. S. S.
31/8/21
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Minutes of the General Body Meeting
of St. Joseph's College for Women Society
held on 11.08.2021 at 10.00 am.

The following members were present.

Sr. Rose	President	Sr. Rose
Sr. Francisca	Vice President	Sr. Francisca
Dr. Sr. Shyji P.D.	Principal & Correspondent	Dr. Sr. Shyji
Sr. Annie Paul	Provincial Administrator	Sr. Annie Paul
Sr. Mary. K.C	Secretary & Treasurer	Sr. Mary. K.C
Sr. Lily	Member	Sr. Lily
Sr. Swarna Jose	Member	Sr. Swarna Jose
Sr. Roseline	Member	Sr. Roseline
Sr. Alice Marie	Member	Sr. Alice Marie
Sr. Daisy. P.A	Member	Sr. Daisy P.A
Sr. Hema. S	Member	Sr. Hema
Sr. Kathri Kutty	Member	Sr. Kathri
Sr. A. Latha	Member	Sr. Latha
Sr. Jain Thomas	Member	Sr. Jain Thomas
Sr. Dipali	Member	Sr. Dipali
Sr. Jacintha	Member	Sr. Jacintha
Sr. Nancy	Member	Sr. Nancy
Sr. Anitha	Member	Absent

The meeting was started with a prayer
conducted by Sr. Hema. Minutes of the meeting
was read and approved by the members.

Agenda.

1. Financial position of the College

Financial Position of the College for the year 2020-21 was presented and explained by Sr. Mary. Main expenditures were, relaying of tiles in canteen, Sports room and administrative block veranda. Ramps made for the administrative block. Mushroom cultivation, Vermicompost Pit & Green house was built for the Botany Department.

2. Scrutiny and approval of the Balance Sheet

Balance Sheet for the year 2020-2021 was presented to the assembly for scrutiny and it was approved.

3 Student's Strength- Admissim.

Over all Students strength for the year is 2333. There was no intake for CEM, HEP & HEC courses

4. Covid-19. relief Programs undertaken during Pandemic distributed for the needy by the Teaching & Non teaching Staff.

Financial assistance to deserving 1 & 11 year Students and Non-Teaching Staff

30% of Fee concession for the Degree Students.

NBS Students went around creating awareness and distributed masks and other items

5. Recruitment of the Teaching Staff

Teaching Staff was not recruited this year, as there are sufficient Staff in all the department.

6. RUSA grant

RUSA construction work yet to be started.

7. Autonomy Extension

Committee is formed by the UGC but due to Pandemic inspection is postponed.

8. Commencement of Online and Offline classes

Classes were conducted online and offline mode. During offline classes the Covid-19 Protocol was followed. Online classes were recorded by the staff.

9. AQAR of 2020-21

AQAR of 2020-21 reviewed and found to be satisfactory.

10. Stakeholder Feedback

2020-21 Stakeholder feedback is discussed and Plan of Action based on feedback is finalised for 2021-2022 and communicated to BOS

Sr Rose
PRESIDENT
St. Joseph's College for Women Society
Gnanapuram
VISAKHAPATNAM - 530004

**ST. JOSEPH'S COLLEGE FOR WOMEN (AUTONOMOUS),
VISA KHAPATNAM**

MEETING OF THE GENERAL BODY

NOTICE

This is to inform all the General Body members to attend a meeting on **12th October 2020 at 10:00 AM** in the College Seminar Hall. The following is the agenda for the meeting.

AGENDA

1. Financial position of the College.
2. Scrutiny and approval of the Balance Sheet.
3. Students' Strength – Admission
4. Personal Empowerment and mentoring.
5. Recruitment of the Teaching Staff.
6. RUSA grant
7. NAAC Re-accreditation / Autonomy Extension
8. AQAR of 2019-20
9. Stakeholders feedback

Dr. Shyji 11/10/20
PRINCIPAL
St. Joseph's College for Women
(Autonomous)
VISA KHAPATNAM - 530 004

Minutes of the General Body Meeting
of St. Joseph's College for Women Society
held on 18.10.2020 at 10.00am

The following members were present.

Sr. Rose	President	Sr Rose
Sr. Francisca	Vice-President	Absent
Dr. Sr. Shyji. P.D	Principal & Correspondent	Sr. Shyji
Sr. Annie Paul	Provincial Administration	Sr Annie Paul
Sr. Mary K.C	Secretary & Treasurer	Sr. Mary.K.C
Ss. Lily	Member	Sr. Lily
Sr. Swarna Jose	Member	Sr. Swarna Jose.
Sr. Roseline	Member	Sr. Roseline
Sr. Alice Marie	Member	Sr. Alice Marie
Sr. Daisy P.A	Member	Sr. Daisy P.A
Sr. Hema	Member	Sr. Hema.
Sr. Kathri Kully	Member	Sr. Kully.
Sr. A. Latha	Member	Sr. Latha
Sr. Nancy	Member	Sr. Nancy
Sr. Jain Thomas	Member	Absent
Sr. Dipali	Member	Sr. Dipali
Sr. Anitha	Member	Sr. Anitha

The meeting was started with a Hymn to the Holy Spirit. Minutes of the meeting was read and approved by the members.

Agenda.

1. Financial Position of the College.

Financial Position of the College for the year 2019-20 was presented and explained to the members by Sr. Mary. Main expenditures were renovation of office computer room and language lab. Relaying of Tiles in the Hostel Corridor and rooms and main building classrooms and verandas.

Aluminium partition cabins in the Staff Rooms.

Purchase of Equipments and Furniture.

2. Scrutiny and approval of the Balance Sheet.

Balance sheet for the year 2019-20 was presented to the assembly for the scrutiny and it was approved.

3. Students' Strength - Admission.

Over all students strength for the year is 2423. There were no intakes for CEM, HEP & HEC Courses.

A. Personal Empowerment and mentoring.

Personal Empowerment courses are regularly conducted and evaluated. Credits are

awarded for the same.
Mentoring is done regularly for the students by the staff.

5. Recruitment of the Teaching Staff.

Advertisement for the requirement of the staff was posted in facebook and in the college website.

6. RUSA Grant

RUSA Construction work yet to be started. Renovation of lab work yet to be completed.

7. NAAC Re-accreditation/ Autonomy Extension

Committee is formed but due to Pandemic Situation inspection is postponed.

8. AQAR of 2019-20

AQAR of 2019-20 reviewed and found to be satisfactory.

9. Stakeholder Feedback:

Stakeholder Feed back was presented and proposed Plan of Action was approved for implementation in 2020-21

S. Rose

PRESIDENT

St. Joseph's College for Women Society

Gnanapuram

VISAKHAPATNAM - 530004

**ST. JOSEPH'S COLLEGE FOR WOMEN (AUTONOMOUS),
VISAKHAPATNAM
MEETING OF THE GOVERNING BODY**

NOTICE

This is to inform all the Governing Body members to attend a meeting on **5th August 2019 at 9:00 AM** in the College Seminar Hall. The following is the agenda for the meeting.

AGENDA

1. Possibility of starting new courses.
2. Examination Results.
3. Staff enrichment programs to be organized.
4. Proposed to conduct National & Regional Conference
5. Faculty Forum.
6. Ratification of the Staff
7. Preparation for NIRF, Swatch College.
8. Promotion for Non-Teaching staff.
9. Stakeholders feedback

S. S. S. S.
PRINCIPAL 27/7/19
St. Joseph's College for Women
(Autonomous)
VISAKHAPATNAM - 530 004

Minutes of the Governing Body of St. Joseph's College for Women Society Meeting held on 5.8.2019 at 9. a.m.

The following members were present:

Dr. Vianney	President	Dr. Vianney
Dr. Dominic	Vice President	Dr. Dominic
Dr. Sr. Shyji P.D	Principal & Correspondent	Dr. Shyji
Dr. Annie Paul	Provincial Administrator	Dr. Annie Paul
Dr. Mary. K.C	Secretary and Treasurer	Dr. Mary. K.
Dr. Daisy. P.A	Member	Dr. Daisy P.A
Dr. Alice Marie	Member.	Dr. Alice Marie
Dr. Hema S.	Member	Dr. Hema S.
Dr. P. Jayalakshmi	Staff-representative.	P. Jayalakshmi

Agenda

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|---|---|
| 1. Possibility of starting New Courses. | Resolved to introduce M.A. Economics and M.Sc Handloom from the year 2020. |
| 2. Examination Results | Examination results were presented for the academic year 2018-19 for the Intermediate Courses, Degree and Postgraduate Course. Over all percentage were good. |

3. Staff enrichment program to be introduced. Resolved to conduct many programmes for the staff to have hands on experience in teaching and learning.

4. Conduct of National & Regional Conference. Resolved to conduct National, Regional Conference by different departments.

5. Faculty Forum. Faculty forum is conducted every month by inviting Resource persons from research fields.

6. Ratification of the staff. Resolved to apply for the ratification of unaided staff to Andhra University.

7. NIRE, Swatcha College. The College go through on line data entry for the ranking of College for NIRE & Swatcha College.

8. Promotion of Non-Teaching Staff. Resolved to acquire permission from Commissioner of Collegiate Educat. to promote aided Non-Teaching Staff of the College.

9. Stake holder Feed back. Proposed plan of Action based on stakeholder feed back is approved for implementation in 2019-2020

Dr. Vidya