MINUTES OF MEETING-01/2019

T-JOHN COLLEGE UGC-AUTONOMOUS STEERING COMMITTEE MEETING

Meeting Time: 3.30 TO 4.30 PM	Location: Principal Office	Date: 27.2.2019

Meeting called by	**PRINCIPAL: DR.SHIKHA TIWARI**
Kind of Meeting	**STRATEGIC PLAN: UGC-AUTONOMOUS STEERING COMMITTEE WEEKLY MEETING**
Facilitator	**PROF.DR.C.KARTHIKEYAN**
Note Taker	**MRS.POORNIMA- SECRETARIAL STAFF**
MEMBERS PRESENT	**Prof. Dr.Shika Tiwari, Principal, TJC, Prof.Dr.C.Karthikeyan, Director-Management Studies, Prof.Suresh, Director-BHM, Prof.Srinivas Prasad, HOD-MCA, In-Absentia- Dr.Sonia Singh, Member Steering Committee, IQAC members**

Sl.No	Agenda	Responsibility/Individual/Team/Committee	Action Date	STATUS QUO
1.	**Autonomous Application**: Dr Shika Tiwari, Principal TJC, presided on the plan of action to apply for Autonomous to UGC, after having a thorough study on the feasibility with the team comprising, Prof.Dr.C.Karthikeyan, Prof.Suresh, Prof.Srinivas Prasad. Prof Dr.C.Karthikeyan, seconded the opinion with a feasibility study report from all the areas of developments happening over the past few years and seconded the opinion.	STEERING COMMITTEE Prof Dr.Shika Tiwari, Prof Dr.C.Karthikeyan, Prof Suresh,and Prof Srinivas Prasad	30 JUN	Feasibility study completed and Non-statutory committees to verify and proceed
2.	**Pre-Plan Study and Orientation**: Prof Dr.C.Karthikeyan and Dr.Shika Tiwari, on completion of orientation programme by the UGC, at Bangalore, Sought clarity on the subject of applying for autonomous, could categorically stipulate the eligibility, status of eligibility conditions, norms to apply, and guidelines with application deadlines were clarified prior to the meeting, and was proposed to the steering committee.	Steering Commitee	19 Feb	Completed with Briefing to Steering Committee and Satisfied on Preliminary Study on Status quo
3.	**Eligibility Conditions**: Prof Dr.C.Karthikeyan, explained on the eligibility norms and Principal, Dr.Shikha Tiwari, seconded with the available	STEERING COMMITEE	19 FEB	Action Completed

	documents and the preceeding achievements of the institutions towards satisfying the eligibility conditions of autonomous status.			
4.	**Allocation of Responsibilities:** Dr.Shika Tiwari, Principal, TJC, proposed on the division of roles and responsibilities, for the entire task of preparation for autonomous process.	Prof Dr.C.Karthikeyan	02 Mar	
5.	**Standardisation of Existing Non-Statutory Committees:** Prof Dr.C.Karthikeyan, Director-Mgmt Studies, TJC, proposed the allocation and reinvigoration of non-statutory bodies as listed: • **Planning and Evaluation Committee,(existing and new members)** • **Grievance Redressal Committee,(existing and new members)** • **Examination Committee, (existing and new members)** • **Admission Committee, (existing and new members)** • **Library Committee, (existing and new members)** • **Student Welfare Committee, (existing and new members)** • **Sexual Harassment Committee,(existing and new members)** • **Extra-Curricular Activities Committee, (existing and new members)** • **Academic Audit Committee, (existing and new members)** Prof Suresh, seconded the initiative and proposed to involve all the existing members to hold meetings at different levels to renew the memberships and appoint members from multidisciplinary levels to improve efficacy levels of the centres of excellence.	Prof Dr.C.Karthikeyan & Prof.Suresh	10 Mar	
6.	**Renewal of Existing Centres of Excellence:** Prof Dr.C.Karthikeyan, Proposed that the existing	Prof Srinivas and ALL HODs	25 MAR	

	centres of excellence to be renewed with newer development plans to suit multidisciplinary initiatives and strive for patents and copy rights, with the existing centres of excellence. ***Centre of Excellence : Training Kitchens and Baking systems of BHM** ***Centre of Excellence: CTL-Centre for Teaching and Learning, training teachers for level-1/2 and career development programmes** ***Centre of Excellence: Centre for career development and training-TJC MBA** ***Centre of Excellence of RH : Rockfeller Habit Monitoring Centre for Quality Compliance Audits** ***Potential for Centre of Excellence: TJCASSR-upcoming multidisciplinary social science research centre –(awaiting approval)** ***Centre of Excellence: Examination and evaluation centre-** ***Centre of Excellence: Students Happiness and Psychological Health Care: Manokendra counseling centre** ***Centre of Excellence: Clothing and Design: FAD Design Lab**			
7.	**Strengthening Councils and Other Bodies:** Prof Dr.Shika Tiwari, directed the Steering Committee members to strengthen the following existing bodies: • **Governing Council : TJC** • **Academic Council: TJC** • **Board of Studies: TJC** • **Finance Committee: TJC** Prof Dr.C.Karthikeyan, Seconded the point of action and initiated the plan of action to revive the existing councils to get strengthened with external members and increase the frequency of meetings to seek value additions.	Steering Committee	01 Apr 2019	
8.	**Frequency of Meetings:** Prof Dr.Shika Tiwari, proposed that the frequency of meetings to be increased to, verify and recheck on the action plans and expedite actions, and it was seconded by all members. The frequency of meetings was proposed by Dr.C.Karthikeyan as follows: Every Week End: Friday: 02.30 to 04.30- Review	Steering Committee		complet ed

	Meeting.			
9.	Meeting Completion: Prof Dr.C.Karthikeyan, delivered the vote of thanks to all members present and thanked all the members for their valuable contributions, and the next meeting date is tentatively fixed as 09.03.2019.	Prof DR.C.K		Completed

for

Dr. Rose Mary Chacko

Notes: