

General Body Meeting of the PTA held on 20th March 2021

The Parent Teacher Association of St. Xavier's College, Mapusa, held its 2nd General Body meeting in the Academic year 2020-21, on Saturday, 20th March 2021, at 3.00 p.m. in an online mode through Microsoft Teams.

The Agenda for the meeting was as follows:

1. Prayer
2. Welcome
3. Filling up the Vacant posts on the PTA Executive Body
4. Report of the Leadership Programme
5. Report of On-Going Projects that require urgent attention
6. Presentation of Appeal
7. Re-Allocation of Funds to the Library Building
8. AOB

Welcome

The Principal, Prof. Dr. Blanche Mascarenhas welcomed the Parents and Teachers to the General Body Meeting of St. Xavier's College Parent Teacher Association and called the meeting to order.

Prayer

Dr. Vijay Viegas said the prayer imploring God's blessings on all the events of the day.

Welcome

The Administrator of the College, Rev. Fr. Antonio Salema, welcomed all the parents and teachers to the meeting. Drawing attention to the current situation, Fr. Salema spoke of the online classes being conducted for our students and lauded the teaching faculty of the College for the commitment they have been displaying. He also appreciated the positive involvement of the parents in this endeavour during these difficult times. He informed the gathering of the 3 new systems administrators being appointed, who will ensure our systems are ready for any new challenges. Addressing the NEP of the Central Government that is on the anvil, he stressed on the need to be appreciative of the novel elements, but also be aware and study its implications. He thanked the College PTA for the assistance they have rendered towards the College.

Reading and Approval of Minutes of Previous Meeting

The minutes of the meeting held on 31st October 2020 were read out by the Secretary, Dr. Maria Claudette Gomes. A translation of the Minutes of the previous meeting in Konkani, were read by Mr. Silvester Vaz. Mr. Mahesh Nair proposed the passing of the minutes, and Dr. Santana Fernandes seconded the same. The minutes were, thus, adopted by the House.

The Principal informed the audience of a change in designation of the Office bearers of PTA. The new designations were: Dr. Maria Claudette – Secretary; Ms. Prajoti Chimulkar - Jt. Secretary; Ms. Maria Difa Fernandes – Treasurer.

Matters Arising Therefrom

The Principal, then, invited comments, if any, from the members under, Matters arising therefrom. There were no discussions or amendments.

Filling up the Vacant Posts on the PTA Executive

The Principal asked for parents of TYBSc and TYBCom to come forward to be member of the PTA Executive Body. Ms. Jyoti Shinde, a Parent from the TYBSc expressed her intent. Since no

other candidate expressed interest, her nomination to the SXC PTA Executive Body was accepted. The post of a Parent Representative from the TYBCom did not get any candidate expressing interest, and so, it was decided that a Parent member from TYBCom would be inducted.

Report of the Leadership Programme

The Chairperson, Ms. Yvette Pais, read out a report of the Leadership programme that was organised for the students by Leadership Studio IND, in collaboration with St, Xavier's College Parent Teacher Association. The workshop topic was 'Leaders Always Connect' and was conducted for the BCom students of the College in Feb 21 and March 21. This workshop was conducted in the online mode by Leadership Studio IND, in collaboration with St, Xavier's College Parent Teacher Association. The fees for the programme were Rs. 200/-.

This workshop was a 3 hr, 8-module structure that aims at explaining qualities that a leader should possess. The qualities are power, skill, teamwork, motivation, competence, responsibility, support and communication. This online workshop looks to encourage students to open up with icebreakers and activities geared to get them to acknowledge or acquire the qualities they aspire for. As part of the workshop, all the above-mentioned traits are innovatively presented through motivational stories and life examples, to allow students to either know or gain the qualities that would enable them to be good citizens and enabled leaders.

Sessions for the BCom students were conducted in the following weeks: FYBCom- 15th to 18th February 2021, SYBCom- 22nd to 25th February 2021, TYBCom- 1st to 4th March 2021. The sessions were held in the first half of the day.

Ms. Yvette thanked Mr. Alan D'Souza and his team for their efforts and enthusiasm towards this fundraiser that would assist the PTA in its endeavours.

Report of On-Going Projects that require urgent attention

The Administrator, Rev. Fr. Antonio Salema, appraised the gathering of the on-going projects in College that require urgent attention. He informed the gathering of the extensive damage to the Library building roof, which had to be attended to urgently. Classes did not get affected due to students attending in the online mode. Nevertheless, the damage to the roof had to be tackled on a war footing. A study was done to look into the implications of having an RCC slab sloping roof for the Library Building. Tenders were asked for, and Dukle Constructions presented the best quotation for the job, which was Rs. 48,75,650/-. After discussions, it was agreed to reduce the quote by 3.5%, and the final amount was Rs. 48,08,862/-.

The College buildings also need to be made differently abled, and therefore require lifts to be installed. Plans have been made to install a lift in the Library building. Lifts would also be installed in the other College buildings in the near future.

The Administrator expressed his gratitude for all the assistance provided by the College PTA for projects undertaken for the benefit of our student community.

Appeal

The Chairperson, Ms. Yvette Pais, spoke of the Library Building repairs that was a major project for the College. She informed the gathering of the Appeal for funds that the PTA Executive Body had prepared. This appeal would be distributed in soft copy format. A parent inclined to avail of the appeal and assist the College would be required to make a transfer to the PTA Account. Making an earnest request to all parents to help the Institution, Ms. Yvette informed the gathering that the appeal was necessitated due to the urgent repairs of the College Library Building. Any parent who would require the appeal in the printed form, could approach the Office bearers of the PTA to acquire the same. She earnestly appealed to all the parents to come together and work for the benefit of the children.

Reallocation of Funds

The Chairperson, Ms. Yvette Pais, informed the gathering of the breakup of expenses of the PTA fees, till date. Of the Rs.1000/- collected as PTA fees from each student, Rs. 800/- was assigned to the expenses for the PG Block and Rs.200/- was for the PTA expenses.

She presented a resolution to reallocate the said Rs.800/-, assigned to the PG Block expenses, towards the renovation of the Library Block. The said resolution was proposed by Ms. Isabel de Noronha and seconded by Mr. Lester Braganza. The resolution to reallocate the fee amount from the PTA fees was thus adopted by the House.

The Chairperson also presented a resolution for an increase in the fees from Rs.1000/- to Rs.1200/-. She informed the gathering that the increase, even though nominal, was necessitated due to the nature of major repair work of the College buildings that needed to be undertaken. The increase in the PTA fees, if passed would provide Rs.1000/- for the expenses of repair work in the Library Block, and Rs.200/- would remain for the PTA expenses. The said resolution was proposed by Ms. Anjali Sajilal and seconded by Ms. Elaine D'Mello. The resolution to increase the PTA fees to Rs.1200/- from the coming academic year 2021-22 was thus adopted by the House.

AOB

1. A parent wished to know of the dates of the semester end exams of the current semester
- The Principal informed that the exams of the current semesters would commence on 6th June 2021. She also informed the gathering that every circular, notice or any new information with regard to the academic term, exams, etc. is uploaded on the College website.

2. Mr. Sandeep Butaney wished to know of the SOPs followed in College, and expressed his preference for online classes

- The Principal informed of the exercises undertaken by the College to ensure the SOPs are followed. She stated of how a minimum number of students are being called to College, and all necessary measures are taken. Expressing her disapproval at the students not following the designated SOPs once they are out of class, she implored of the parents to please ask their wards to follow the necessary precautions.

3. Mr. Anil Sawant requested to know why the departments of Chemistry and Botany do not give notes, when the Microbiology department does.

- The Principal informed that teachers do not have to give notes, but, upload the lecture or aid the students who missed the lecture. She reassured that care will be taken to ensure that students get the required matter. She stressed on how teachers have been trying their best. Library facilities have also been made available to the students to help them get their necessary material.

4. The parent of Mr. Gautam Karakkamkunnil raised the issue of the timetable of the classes which is taxing on the students and teachers.

- The Principal stressed on the College having a large student body, as well as a number of programmes. As such, the timetable requires major effort to make place for everyone. The current timetable has been framed to make up for all the lectures students have lost, and offline lectures are in force for only fixed classes. She, however, hoped to look for ways to make it easier for the students, if possible. Ms. Isabel de Noronha, Convenor of the Timetable Committee, added that the new timetable was framed to make up for the loss of lectures during the practical week.

5. A parent wished to know if the Final exams will be held in College in the offline mode. The parent of Ms. Rachel Lobo also wanted to know of the same.

- The Principal confirmed that the Sem 2, 4 & 6 Semester End Exams will most likely, be in offline mode, as per the directive received by the College, till date. She requested the students to check the College website on a regular basis, as it depends on the prevalent circumstances.

6. Mr. Anil Sawant wished to know of access students may have to e-books.

- The Librarian, Ms. Dakshata Zambulkar, informed the gathering that they may approach her for any assistance required. The College has the ENLIST site, where students would require a

username and password for access. Besides, the College is also availing of the subscription for the Pearson Online Library.

7. Ms. Anjali Sajjal wished to know how students are required to shift between lectures in online mode. She also drew attention to the different platforms being in use for online classes.

- The Principal said that students having online lectures do not need to shift as they attend from home. She said that students having offline lectures, too, do not shift, as all lectures are held in the same classroom. She also informed that students having practicals are allowed to be on campus for the lecture and then proceed home. As for the platforms used for classes, the Principal said that freedom was given to the faculty to use different modes, as per the requirement of the students.

8. A parent wished to know of the status of the 2nd ISA for FYBCom students.

- The Principal informed the parent that the ISAs for FY and SY students will be in the online mode, while the TY students will have their ISA in the offline mode. She requested the parent to refer to the College website for the Circular regarding the same.

9. A parent said that the notes received by students came very late, and so it was difficult for the students to study.

- The Principal informed that no notes are to be given to the students. They may receive some material and make use of the e-book facility provided. Additionally, the students may visit the library to complete their work.

10. A request was made to visit the classroom for feedback of the Teachers.

- The Principal stated that the teachers are free to approach the Principal as and when necessary. She informed that cameras also help in getting to know about maintaining social distancing. She did accept that we do have issues with connectivity at times. But she emphasised that it is being noted and that everyone is trying to do the best.

11. Mr. Anil Sawant drew attention to the fact that the new class for the students starts even before the earlier one is over.

- The Principal took note of the same.

12. A parent wished to know the reason for a student not being allowed to wear a jacket in the Examination Hall.

- The Principal informed the parent that an attempt was made to find out if the student had a medical reason for the same. However, not being allowed to wear a jacket, is part of the precautionary measures to prevent incidence of unfair means. Therefore, students were denied use of a jacket in class. She informed the gathering that SOPs for exams stated very clearly the things a student is allowed to carry into the Examination Hall. Provision was made during the exams for students to keep their belongings in spaces with camera facilities.

13. A parent wished to know if meetings are held during class hours which result in the teachers missing class.

- The Principal told the parent that teachers are instructed not to miss class, and no meeting is scheduled unless it is important/ urgent.

14. A parent wished to know if there would be administration of vaccine to college students.

- The Principal stated that there was no circular/ notification to that effect, till date. She spoke of how she would endorse it, as a protective measure, and would personally advise it. However, Parents were advised to take a decision regarding the same.

15. A parent drew attention that Practicals end at 1.25 p.m. and lectures start at 1.45 p.m., and so students miss important classes.

- The Principal spoke of the reason why we have adopted the current schedule of the timetable. The current schedule allows the benefit of having practicals and lectures. She promised to see if any minor alterations in timing may be made. She, however, stressed on the difficulties faced by the timetable committee where issues like mode, timing, number of batches, and other finer adjustments have been attempted to be taken care of with the current schedule. She emphasised that efforts were made to accommodate all students and programmes.

16. The parent of Ms. Erika Xavier wished to know if online classes and practicals are being held on the same day.

- Ms. Isabel de Noronha, Convenor of the Timetable Committee, clarified that every student would have lectures during the practical week on 4 days. There is a break of half an hour given between the practical and the lecture.

17. The parent of Mr. Simon Fernandes suggested shifting the lectures in the practical week to late evening.

- The Principal said that it would not be feasible as the break will be too long, for some students. She assured that the Timetable Committee would attempt to look for a better option, if possible.

18. The parent of Ms. Emilia Da Costa wished to change the stream of study in second year.

- The Principal informed her that the representation would have to be made to Goa University.

19. The parent of Ms. Ashni Natekar wished to know if students are permitted to borrow library books.

- The Librarian informed that students are allowed to borrow 2 books for a period of a week. The timings for borrowing are 8.45 a.m. to 3.15 p.m. Students of each stream have been assigned days on which they may come to visit the Library and borrow and return Library books. The days allotted are as follows: Students of Arts (including Mass Communication & Journalism), BBA and BBA(T&T)- Monday and Thursday; Students of Commerce and BCA- Tuesday and Friday; Students of Science (including Biotechnology)- Wednesday and Saturday. The same information is displayed on the College website. Students are required to follow all designated SOPs in the Library.

20. A parent wished to know the procedure for availing of wifi on Campus.

- The Principal stated that the online lectures of students have to be accessed from home. At present the wifi on Campus is being used by the teachers for their classes.

21. A parent wanted to know if the Sem 1 marks would be given.

- The Principal informed that the results of the Supplementary exam have been declared and the Semesters 1 & 3 will be declared shortly.

24. The parent of Ms. Simran Nair stated that the Business Statistics lectures could not be heard.

- The Principal took note of the same.

Vote of Thanks

The Vote of thanks was delivered by Ms. Prajoti Chimulkar, the Joint Secretary of St. Xavier's College PTA. She expressed her gratitude towards all the stakeholders for their constant support. Thanking everyone for contributing to the conduct of the meeting, she wished for the same encouragement and support of the College PTA.

The meeting was called to a close by the Principal, Prof. Dr. Blanche Mascarenhas, at 5.10 p.m.

Secretary
(Dr. Maria Claudette Gomes)

Chairperson
(Ms. Yvette Pais)

President
(Prof. Dr. Blanche Mascarenhas)

Dated: _____