



SOPHIA COLLEGE (AUTONOMOUS)

SENIOR COLLEGE AND GENERAL COMMITTEES AND COMMITMENTS

2019 - 2020

Note 1: Each committee is requested to give a brief report to the Principal at the end of the academic year.

Note 2: Every meeting should be minuted and the records to be maintained.

I. College Development Cell (Senior College)

1. Dr. (Sr.) Anila Verghese	Chairperson of the Trust
2. Sr. Patricia D'Souza	Nominee of the Secretary of the Management
3. Dr. Chinmoyee Vatsyayan	Head of the Department
4. Ms. Swarupa Kamat	Elected teaching staff member
5. Dr. Yasmin Khan	Elected teaching staff member
6. Dr. Gianni E. Mapara	Elected teaching staff member
7. Mr. Rampratap Yadav	Elected non-teaching staff member
8. Dr. Vispi Balaporia	Local member nominated by Management (Research)
9. Dr. Vidita Rakshit	Local member nominated by Management (Education)
10. Mrs. Rita D'Souza	Local member nominated by Management (Industry)
11. Dr. Madhav Sathe	Local member nominated by Management (Social Service)
12. Mrs. Sheila Master	Consultant, Internal Quality Assurance Committee
13. Dr. Anagha Tendulkar	Coordinator, Internal Quality Assurance Committee
14. Ms. Medhavi Chaturvedi	Student Body President
15. Ms. Shatakshi Mukherji	Cultural Secretary
16. Dr. (Sr.) Ananda Amritmahal	Principal

II. Planning And Evaluation Committee

1. Dr. (Sr.) Ananda Amritmahal	Principal
2. Ms. Gilda Pereira	Vice Principal (Arts)
3. Dr. Yasmin Khan	Vice Principal (Science)
4. Dr. Chinmoyee Vatsyayan	
5. Dr. Roshan D'Souza	
6. Dr. Paul Rozario	
7. Dr. Tina Chakravarty	
8. Dr. Anagha Tendulkar	

III. Internal Quality Assurance Cell

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|--------------------------------|--|
| 1. Dr. (Sr.) Ananda Amritmahal | Principal (Chairperson, IQAC) |
| 2. Ms. Gilda Pereira | Vice Principal (Arts) |
| 3. Dr. Yasmin Khan | Vice Principal (Science) |
| 4. Sr. Annie Peter | Vice Principal (Junior College) |
| 5. Mrs. Sheila Master | Ex-Student Consultant, IQAC |
| 6. Dr. Anagha Tendulkar | Coordinator, IQAC |
| 7. Dr. Roshan D'Souza | Faculty Member |
| 8. Dr. Sumanika Sethi | Faculty Member |
| 9. Mrs. Boskey Martis | Representative of Office Staff |
| 10. Mr. Ramesh Ramane | Representative of other non-teaching Staff |
| 11. Ms. Rajni Desai | Ex-Student |
| 12. Mrs. Nevah D'Mello | Ex-Student |
| 13. Sr. Teresa Pereira | Management Representative |
| 14. Ms. Medhavi Chaturvedi | Student Body President |
| 15. Ms. Shatakshi Mukherji | Cultural Secretary |

IV. IQAC Sub Committee

- | | |
|-------------------------|-------------------|
| 1. Dr. Anagha Tendulkar | Coordinator, IQAC |
| 2. Dr. T.C. Roymon | Arts |
| 3. Ms. Samrita Sinha | Arts |
| 4. Ms. Tanaz Asha | Science |
| 5. Mr. Vijay Vig | Science |

V. Administrative Team

- | | |
|--------------------------------|---------------------------------|
| 1. Dr. (Sr.) Ananda Amritmahal | Principal (Chairperson, IQAC) |
| 2. Ms. Gilda Pereira | Vice Principal (Arts) |
| 3. Dr. Yasmin Khan | Vice Principal (Science) |
| 4. Sr. Annie Peter | Vice Principal (Junior College) |
| 5. Ms. Bina Gonsalves | Supervisor (Junior College) |

VI. RUSA PROJECT

Dr. Yasmin Khan Nodal Officer

VII. RUSA Project Monitoring Committee

1. Dr. Roshan D'Souza
2. Dr. Anagha Tendulkar
3. Dr. Prabha Shetty
4. Dr. Rashna Poncha

VIII. RUSA Purchase Committee

1. Ms. Prabha Suresh
2. Dr. Ignat Mendes
3. Dr. Chinmoyee Vatsyayan
4. Dr. Sangeeta Dubey

IX. Examination Committee

Dr. Ignat Mendes

Controller of Examination

A. Conduct of Examinations

1. Ms. Swarupa Kamat - Deputy Controller
2. Dr. Sunita Jadhav - Assistant to Deputy
3. Dr. Sree Nair
4. Ms. Tanaz Asha
5. Dr. T.C. Roymon
6. Ms. Nishtha Dev
7. Dr. Tina Chakravarty
8. Ms. Rinjal Jain
9. Ms. Juliana D'Costa

B. Declaration of Results

1. Ms. Sandra Mendes - Deputy Controller
2. Dr. Rashna Poncha - Assistant to Deputy
3. Dr. Andrea Coutinho
4. Dr. Rajbinder Dehiya
5. Ms. Shraddha Prabhu
6. Ms. Nisha Yadav
7. Dr. Meeta Saxena
8. Ms. Saqueba Mistry
9. Ms. Sidranaaz Qazi
10. Ms. Drinal Lopes

Post Graduate Examination Committee

1. Ms. Rajbinder Dehiya - Deputy Controller
2. Dr. Chinmoyee Vatsyayan
3. Ms. Shraddha Prabhu
4. Dr. Sree Nair

- **Vice Principals are ex-officio members of the Examination Committee.**

X. Vigilance Committee

1. Dr. Perpetua Miranda Convenor
2. Dr. Paul Rozario
3. Dr. Sangeeta Dubey
4. Dr. Hema Subramaniam
5. Dr. Sumanika Sethi
6. Ms. Jyoti Mantri

XI. Tracking of Additional Credits

1. Dr. Madhavi Kaji Coordinator
2. Ms. Jaloo Bharucha
3. Ms. Naina Karangutkar

- **Coordinator IQAC is an ex-officio member of the Additional Credits Committee.**

XII. SWAYAM

1. Dr. Roshan D'Souza Coordinator
2. Dr. Elwin John
3. Ms. Rinjal Jain

XIII. Add on Courses

1. Dr. Perpetua Miranda Convenor
2. Dr. Meeta Saxena
3. Ms. Shahnaz Shaikh

XIV. Anti-Ragging Committee

1. Dr. (Sr.) Ananda Amritmahal Coordinator
2. Sr. Annie Peter
3. Ms. Boskey Martis
4. Ms. Jihasa Vachharajani
5. Ms. Medhavi Chaturvedi
6. Dr. Arjumanara Surti

XV. Grievance Redressal

1. Dr. (Sr.) Ananda Amritmahal Coordinator
2. Sr. Annie Peter
3. Ms. Boskey Martis
4. Ms. Jihasa Vachharajani
5. Ms. Medhavi Chaturvedi
6. Dr. Arjumanara Surti

XVI. Internal Complain Committee (Sexual Harassment)

1. Dr. (Sr.) Ananda Amritmahal
2. Mr. Ajay Yadav
3. Mr. Ivan John
4. Dr. Lata Pujari
5. Ms. Audrey D'Mello

XVII. Caste-Based Discrimination Committee

1. Vaishali Pachunde
2. Chetan Lingayat

XVIII. Admission Committee – Senior College Arts

1. Ms. Gilda Pereira Convenor
2. Ms. Swarupa Kamat Coordinator
3. Sr. Patricia D'Souza
4. Dr. Sumanika Sethi
5. Ms. Jihasa Vachharajani
6. Dr. Trevor Allis

XIX. Admission Committee – Senior College Science

1. Dr. Yasmin Khan Convenor
2. Dr. Madhavi Kaji Coordinator
3. Ms. Sandra Mendes
4. Ms. Shraddha Prabhu
5. Dr. Meeta Saxena
6. Ms. Sandhya Kadiru
7. Dr. P. Sirisha Murthy
8. Dr. Hemalatha Ramachandran

XX. Library Committee

1. Dr. (Sr.) Ananda Amritmahal Principal
2. Mrs. Prabha Suresh Convenor
3. Dr. Madhavi Kaji
4. Dr. T.C. Roymon
5. Dr. Paul Rozario
6. Dr. Tina Chakravarty

XXI. Student Welfare Committee

1. Sr. Rosa Makil
2. Dr. Perpetua Miranda
3. Dr. Rajbinder Dehiya
4. Dr. Sumanika Sethi
5. Ms. Shahnaz Shaikh
6. Dr. Madhavi Kaji

XXII. Academic Audit Committee

1. Dr. Arjumanara Surti Convenor
2. Dr. Trevor Allis Coordinator
3. Dr. Prabha Shetty
4. Ms. Nisha Yadav
5. Dr. Madhavi Kaji

XXIII. Extra-Curricular Activities Committee

1. Dr. Gianni E. Mapara Coordinator
2. Ms. Lavanya Vardarajan
3. Ms. Sidranaaz Qazi
4. Ms. Nisha Yadav
5. Ms. Shruti Waydande-Kadam
6. Ms. Shraddha Gaikwad

XXIV. Attendance Committee Arts

1. Ms. Gilda Pereira Convenor
2. Dr. Rashna Poncha
3. Ms. Nisha Yadav
4. Ms. Nishtha Yadav
5. Dr. Elwin John

XXV. Attendance Committee - Science

1. Dr. Yasmin Khan Convenor
2. Ms. Gianni E. Mapara
3. Dr. Meeta Saxena
4. Ms. Sandhya Kadiru

XXVI. Scrutiny of PBAS

1. Dr. Trevor Allis Coordinator
2. Dr. Sangeeta Dubey
3. Ms. Shraddha Prabhu
4. Ms. Sandhya Kadiru

XXVII. Prize Committee

1. Vice Principal Arts Convenor Ex-Officio
2. Vice Principal Science Convenor Ex-Officio
3. Coordinator of Student Activities Ex-Officio
4. Two Staff Members: Dr. Trevor Allis and Ms. Tanaz Asha

XXVIII. College Magazine Committee

1. Ms. Jihasa Vachharajani
2. Dr. Sumanika Sethi
3. Dr. Trevor Allis Journals
4. Ms. Jini Joseph
5. Ms. Tanaz Asha
6. Dr. Sree Nair
7. Dr. Medha Rajadhyaksha Consultant

XXIX. Staff In-charge of the Sophia J.N. Heredia Counselling Centre

Ms. Jennie Mendes

XXX. Staff member in-charge of the Science Stores

1. Dr. Prabha Shetty In-Charge
2. Mr. Vijay Vig Assistant

XXXI. Staff member in-charge of Suman Tulsiani Research Centre

Dr. Hema Subramaniam

XXXII. Staff member in-charge of the Herbal Garden

Dr. Chinmoyee Vatsyayan

XXXIII. Staff member in-charge of Staff Room Computers

Mr. Vilas Rodrigues

XXXIV. Time-Table Committee

Senior College (Arts): Ms. Gilda Pereira Convenor
Dr. Sangeeta Dubey Coordinator
Dr. Andrea Coutinho
Sr. Patricia D'Souza
Dr. Elwin John

Senior College (Science): Dr. Yasmin Khan Convenor
Dr. P. Sirisha Murthy Coordinator
Dr. Sree Nair
Dr. Arjumanara Surti
Ms. Sandra Mendes
Ms. Sandhya Kadiru
Dr. Chinmoyee Vatsyayan

XXXV. Kaleidoscope

1. Dr. Chinmoyee Vatsyayan
Dr. Roshan D'Souza
Sr. Patricia D'Souza
 2. Dr. T.C. Roymon
 3. Sr. Rosa Makil & Sr. Poonam
- } in-charge of permissions
in-charge, Security
in-charge, Practical Arrangements

**XXXVI. Coordinating Committee for Theme of the Year and Ananya:
"FOSTERING SECULARISM AND SOCIAL RESPONSIBILITY"**

1. Dr. Gianni. E. Mapara Convenor
2. Ms. Shahnaz Shaikh Co- Convenor
3. Ms. Samrita Sinha
4. Ms. Lavanya Vardarajan
5. Ms. Sidranaaz Qazi

XXXVII. College Union Committee

1. Dr. Sr. Ananda Amritmahal
2. Sr. Rosa Makil
3. Sr. Poonam
4. Two staff members (to be elected)
5. Students: - SBP and Cultural Secretary
- Association Representatives
- Class Representatives
- Two or three students co-opted by CUC

XXXVIII. Entrepreneurship and Skills Hub

1. Dr. Chinmoyee Vatsyayan Coordinator
2. Dr. Margarida Colaço
3. Dr. Hema Subramaniam
4. Dr. Perpetua Miranda
5. Dr. Roshan D'Souza
6. Dr. Anagha Tendulkar
7. Dr. Sangeeta Dubey
8. Dr. Andrea Coutinho
9. Mr. Gauri Shankar Singh
10. Dr. Lata Pujari

3. Research Committee

Dr. Andrea Coutinho	Coordinator
Dr. Paul Rozario	Panel Representative
Dr. Sangeeta Dubey	
Dr. T.C. Roymon	
Dr. Elwin John	

XLIV. Canteen Committee

1. Dr. Chinmoyee Vatsyayan
2. Ms. Susan Tharian
3. Dr. Gianni. E. Mapara
4. Ms. Susan Johnson
5. Dr. T.C. Roymon
6. Mr. Rampratap Yadav
7. Students: Ms. Medhavi Chaturvedi and Ms. Shatakshi Mukherji

XLV. Staff Activities Committee

1. Dr. Meeta Saxena
2. Dr. Elwin Susan John
3. Ms. Bushra Shaikh
4. Ms. Supriya Bhiwandkar

XLVI. Science Instrumentation Committee

1. Dr. Sr. Ananda Amritmahal Principal, Ex-officio
2. Dr. Yasmin Khan Ex-officio
3. Dr. Ignat Mendes Convenor
4. Dr. Hema Subramaniam
5. Dr. Chinmoyee Vatsyayan
6. Dr. Roshan D'Souza
7. Ms. Jyoti Mantri
8. Dr. Meeta Saxena

XLVII. Committee to plan and update programmes for laboratory staff

1. Dr. Roshan D'Souza Coordinator
2. Dr. Sree Nair
3. Dr. Gianni Mapara
4. Dr. Meeta Saxena

XLVIII. Staff members in liaisons with University for student cultural activities

Dr. Sunita Jadhav

XLIX. Research Development Cell

1. Dr. Trevor Allis Coordinator
2. Dr. Arjumanara Surti Coordinator
3. Ms. Teetash Singhal
4. Dr. Bhavna Daswani
5. Ms. Shraddha Prabhu
6. Ms. Nisha Yadav

L. College Choir

1. Dr. Andrea Coutinho
2. Sr. Rosa Makil

LI. Foreign Students Cell / Link with foreign universities

Ms. Jennie Mendes

LII. Avishkar Teacher In-charge

1. Dr. Sree Nair
2. Ms. Nisha Yadav

