



# **SOPHIA COLLEGE (AUTONOMOUS)**

## **SENIOR COLLEGE AND GENERAL COMMITTEES AND COMMITMENTS**

**2021- 2022**

**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)**

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|---------------------------------|---|
| 1. Dr. (Sr.) Anila Verghese     | Chairperson of the Trust                              |
| 2. Sr. Patricia D'Souza         | Nominee of the Secretary of the Management            |
| 3. Dr Arjumanara Surti          | Senior faculty member nominated by Principal          |
| 4. -----                        | Elected teaching staff member                         |
| 5. -----                        | Elected teaching staff member                         |
| 6. -----                        | Elected teaching staff member                         |
| 7. -----                        | 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. Sarah Mathai            | Student Body President                                |
| 15. Ms. Harshini Agarwal        | Cultural Secretary                                    |
| 16. Dr. (Sr.) Ananda Amritmahal | Principal   |

### **II. Planning And Evaluation Committee**

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|--------------------------------|---------------------------------|
| 1. Dr. (Sr.) Ananda Amritmahal | Principal                       |
| 2. Ms. Gilda Pereira           | Vice Principal (Arts)           |
| 3. Dr. Rajbinder Dehiya        | Vice Principal (Science)        |
| 4. Dr. Anagha Tendulkar        | Vice Principal (Administration) |
| 5. Dr. Roshan D'Souza          |                                 |
| 6. Dr Yasmin Khan              |                                 |
| 7. Ms Lavanya Varadharajan     |                                 |

### **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. Rajbinder Dehiya        | Vice Principal (Science)                           |
| 4. Dr. Anagha Tendulkar        | Vice Principal (Administration), Coordinator, IQAC |
| 5. Mrs. Sheila Master          | Ex-Student, Consultant, IQAC                       |
| 6. Dr. T.C. Roymon             | IQAC Subcommittee                                  |
| 7. Ms. Tanaz Asha              | IQAC Subcommittee                                  |
| 8. Dr. Trevor Allis            | IQAC Subcommittee                                  |
| 9. Dr. Arjumanara Surti        | Senior Faculty Member                              |
| 10. Ms Sandra Mendes           | Senior Faculty Member                              |
| 11. Mrs. Boskey Martis         | Representative of Office Staff                     |
| 12. Mr. Ramesh Ramane          | Representative of other non-teaching Staff         |
| 13. Ms. Rajni Desai            | Ex-Student   |
| 14. Mrs. Nevah D'Mello         | Ex-Student   |
| 15. Dr. Medha Rajadhyaksha     | Ex-faculty   |
| 16. Sr. Teresa Pereira         | Management Representative                          |
| 17. Ms. Sarah Mathai           | Student Body President                             |
| 18. Ms. Harshini Agarwal       | Cultural Secretary                                 |

### **IV. IQAC Program Sub Committee**

- |                     |             |
|---------------------|-------------|
| 1. Ms. Tanaz Asha   | Coordinator |
| 2. Mr. Vijay Vig    |             |
| 3. Ms Samrita Sinha |             |
| 4. Dr. Elwin John   |             |

### **V. IQAC Documentation, Feedback Sub Committee**

- |                           |             |
|---------------------------|-------------|
| 1. Dr. Roymon TC          | Coordinator |
| 2. Mr. Gaurishankar Singh |             |
| 3. Dr. Ivan John          |             |
| 4. MS Lynelle Jesus       |             |
| 5. Ms. Sidranaaz Qazi     |             |
| 6. Ms Sonya Khudanpur     |             |
| 7. MS Jaloo Bharucha      |             |

### **VI. IQAC CAS Sub Committee**

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

### **VII. Administrative Team**

- |                                |                                 |
|--------------------------------|---------------------------------|
| 1. Dr. (Sr.) Ananda Amritmahal | Principal                       |
| 2. Ms. Gilda Pereira           | Vice Principal (Arts)           |
| 3. Dr. Rajbinder Dehiya        | Vice Principal (Science)        |
| 4. Dr. Anagha Tendulkar        | Vice Principal (Administration) |
| 5. Sr Annie Peter              | Vice Principal (Junior College) |

**VIII. RUSA PROJECT**

Dr. Yasmin Khan                      Nodal Officer  
Ms Swarupa Kamat                  Coordinator

**IX. RUSA Project Monitoring Committee**

1. Dr. Roshan D'Souza
2. Dr. Anagha Tendulkar
3. Dr. Rashna Poncha
4. Dr Rajbinder Dehiya

**X. RUSA Purchase Committee**

1. Ms. Leena Krishnan
2. Dr. Chinmoyee Vatsyayan
3. Dr. Sangeeta Dubey
4. Dr. Prabha Shetty

**XI. RUSA Ek Bharat Shreshtha Bharat**

1. Dr Sangeeta Dubey

**XII. RUSA Mentor-mentee programme**

1. Ms Swarupa Kamat
2. Dr. Hemalata Ramachandran
3. Dr. Lata Pujari

**XIII. Examination Committee**

Dr. Yasmin Khan                      **Controller of Examination**

**A. Conduct of Examinations**

1. Dr. Sunita Jadhav - Deputy Controller
2. Ms. Tanaz Asha\_- Joint Deputy Controller
3. Ms Swarupa Kamat
4. Ms. Nishtha Dev
5. Ms. Rinjal Jain
6. Ms. Juliana D'Costa
7. Ms. Ambreen Shaikh
8. Ms Soniya Khudanpur
9. Ms Shraddha Prabhu

**B. Declaration of Results**

1. Dr. Rashna Poncha - Deputy Controller
2. Dr. Meeta Saxena - Joint Deputy Controller
3. Ms Sandra Mendes
4. Dr. Andrea Coutinho
5. Ms. Nisha Yadav
6. Ms. Saqueba Mistry
7. Ms. Sidranaaz Qazi
8. Ms. Drinal Lopes

**Post Graduate Examination Committee**



1. Dr. (Sr.) Ananda Amritmahal      Coordinator
2. Ms. Beena Gonsalves
3. Ms. Boskey Martis
4. Ms. Jihasa Vachharajani
5. Dr. Arjumanara Surti
6. Ms Sarah Mathai

**XIX. Internal Complaint Committee (Sexual Harassment)**

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

**XX. Caste-Based Discrimination Committee**

1. Dr. (Sr.) Ananda Amritmahal      Coordinator
2. Ms Vaishali Pachunde
3. Mr. Chetan Lingayat

**XXI. 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
7. Ms. Nisha Yadav
8. Ms Lavanya Vardarajan

**XXII. Admission Committee – Senior College Science**

1. Dr. Rajbinder Dehiya      Convenor
2. Ms. Shraddha Prabhu      Co-ordinator
3. Ms. Sandra Mendes
4. Dr. Meeta Saxena
5. Ms. Sandhya Kadiru
6. Dr. P. Sirisha Murthy
7. Dr. Sree Nair

**XXIII. Library Committee**

1. Dr. (Sr.) Ananda Amritmahal      Principal
2. Ms Leena Krishnan      Convenor
3. Dr. T.C. Roymon
4. Dr. Paul Rozario
5. Ms Lavanya Varadrajan
6. Ms Rochelle Ferns

**XXIV. Student Welfare Committee**

1. Sr. Rosa Makil
2. Dr. Sumanika Sethi
3. Ms. Shahnaz Shaikh
4. Sr. Patricia D'Souza
5. Ms Jyoti Mantri
6. Sr Rajani Khandagale

**XXV. Academic Audit Committee**

1. Dr. Arjumanara Surti                      Convenor (Science)
2. Dr. Trevor Allis                              Convener (Arts)
3. Dr. Prabha Shetty
4. Ms. Nisha Yadav

**XXVI. Extra-Curricular Activities Committee**

1. Ms. Nisha Yadav              Coordinator
2. Ms. Sidranaaz Qazi
3. Ms. Shruti Waydande-Kadam
4. Ms. Ahana Sharma
5. Ms Wilma Monteiro

**XXVII. Attendance Committee - Arts**

1. Ms. Gilda Pereira                              Convenor
2. Ms. Nisha Yadav
3. Ms. Vidya Konar
4. Ms. Nishtha Dev

**XXVIII. Attendance Committee - Science**

1. Dr. Rajbinder Dehiya                      Convenor
2. Ms. Jyoti Mantri
3. Sr Rajani Khandagale
4. Ms. Sandhya Kadiru

**XXIX. Prize Committee**

1. Vice Principal Arts                              Convenor              Ex-Officio
2. Vice Principal Science                              Convenor              Ex-Officio
3. Coordinator of Student Activities                              Ex-Officio
4. -----
5. -----

**XXX. College Magazine Committee**

1. Ms. Jihasa Vachharajani
2. Dr. Sumanika Sethi
3. Dr. Trevor Allis

4. Ms. Jini Joseph
5. Ms. Tanaz Asha
6. Dr Bhavna Daswani

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

Ms. Jennie Mendes

**XXXII. Staff member in-charge of the Science Stores**

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

**XXXIII. Staff member in-charge of Suman Tulsiani Research Centre**

Dr Sree R Nair

**XXXIV. Staff member in-charge of the Herbal Garden**

Dr. Chinmoyee Vatsyayan

**XXXV. Staff member in-charge of Staff Room Computers**

Mr. Vilas Rodrigues

**XXXVI. Time-Table Committee**

Senior College (Arts):	Ms. Gilda Pereira Dr. Sangeeta Dubey Dr. Andrea Coutinho Sr. Patricia D'Souza Dr. Elwin John	Convenor Coordinator
Senior College (Science):	Dr. Rajbinder Dehiya Dr. P. Sirisha Murthy Dr. Sree Nair Dr. Arjumanara Surti Ms. Sandra Mendes Ms. Sandhya Kadiru	Convenor Coordinator

**XXXVII. Kaleidoscope**

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|--------------------------------|---|-----------------------------------|
| 1. Dr. Chinmoyee Vatsyayan     | } | in-charge of permissions          |
| 2. Dr. Roshan D'Souza          |   |                                   |
| 3. Sr. Patricia D'Souza        |   |                                   |
| 4. Dr. T.C. Roymon             |   | in-charge, Security               |
| 5. Sr. Rosa Makil & Sr. Poonam |   | in-charge, Practical Arrangements |

**XXXVIII. Coordinating Committee for Theme of the Year and Ananya:**

## **Theme - HOPE, COURAGE and RESILIENCE**

1. Ms. Nishtha Dev                      Convenor
2. Ms. Shahnaz Shaikh                Co- Convenor
3. Ms. Lynelle Jeysus
4. Ms. Ahana Sharma
5. Ms. Ayesha Shaikh

### **XXXIX. 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

### **XL. Entrepreneurship and Skills Hub**

1. Dr. Chinmoyee Vatsyayan            Coordinator
2. Ms. Lavanya Varadharajan
3. Dr. Snehal Martin
4. Dr. Roshan D'Souza
5. Dr. Anagha Tendulkar
6. Dr. Sangeeta Dubey
7. Dr. Andrea Coutinho
8. Dr. Lata Pujari

### **XLI. Print media, Social Media & Website Committee**

1. Dr. Anagha Tendulkar                Convenor
2. Dr. Sumanika Sethi
3. Ms Soniya Khudanpur
4. Mr Gaurishankar Singh
5. Ms Saqueba Mistry

### **XLII. Star College Coordination**

1. Dr. P. Sirisha Murthy – Coordinator (Overall)
2. Sr. Rajani Khandagale– Coordinator (Chemistry)
3. Ms. Jyoti Mantri – Coordinator (Microbiology)
4. Dr. Hema Subramaniam – Coordinator (Life Science)
5. Ms. Sandhya Kadiru – Coordinator (BZP)

### **XLIII. Learning Enhancement Programme Committee**

1. Sr. Patricia D'Souza                    Coordinator
2. Dr. Sunita Jadhav
3. Dr. Sree Nair
4. Ms. Samrita Sinha
5. Ms. Vidya Konar



**XLIV. Education to Excellence in Science Programme**

Dr. P . Sirisha Murthy	Coordinator
Ms. Sandhya Kadiru	Co- Coordinator
Ms. Sandra Mendes	
Dr. Sree Nair	
Dr. Meeta Saxena	
Ms. Shraddha Prabhu	
Mr Vijay Vig	
Ms Rochelle Ferns	

**XLV. Education to Excellence in Arts Programme**

Ms Jihasa Vachharajani	Coordinator
Ms Ahana Sharma	Co-coordinator

**1. Seminar Committee**

Sr. Patricia D'Souza	Coordinator
Ms. Swarupa Kamat	Panel Representative
Dr. Sunita Jadhav	
Ms. Nishtha Dev	
Ms Wilma Monterio	

**2. Cultural Committee**

Dr. Sumanika Sethi	Coordinator
Ms. Nisha Yadav	Panel Representative
Ms. Samrita Sinha	
Ms. Shahnaz Shaikh	

**3. Research Committee**

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

**XLVI. Canteen Committee**

1. Dr. Chinmoyee Vatsyayan
2. Ms. Susan Tharian
3. Ms. Susan Johnson
4. Dr. T.C. Roymon
5. Mr. Rampratap Yadav
6. Students: Ms. Sarah Mathai & Harshini Agarwal

**XLVII. Staff Activities Committee**

1. Ms. Supriya Bhiwandkar
2. Ms Bushra Shaikh
3. -----
4. -----

**XLVIII. Science Instrumentation Committee**

1. Dr. (Sr.) Ananda Amritmahal Principal, Ex-officio
2. Dr. Rajbinder Dehiya Ex-officio
3. Dr. Prabha Shetty Convenor
4. Dr Yasmin Khan Consultant
5. Dr. Hema Subramaniam
6. Dr. Roshan D'Souza
7. Ms. Jyoti Mantri

**XLIX. Committee to plan and update programmes for laboratory staff**

1. Dr. Roshan D'Souza Coordinator
2. Dr. Sree Nair
3. Ms. Saqueeba Mistry
4. Dr. Meeta Saxena

**L. Staff members in liaisons with University for student cultural activities**

Dr. Sunita Jadhav

**LI. Research Development Cell**

1. Dr. Trevor Allis Coordinator
2. Dr. Roshan D'Souza Coordinator
3. Dr. Bhavna Daswani
4. Ms. Shraddha Prabhu (Avishkar)
5. Ms. Nisha Yadav (Avishkar)

**LII. College Choir**

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

**LIII. Foreign Students Cell / Link with foreign universities**

Ms. Jennie Mendes

**COLLEGE ASSOCIATIONS AND CLUBS**

**ASSOCIATIONS**

1. Sophia Sports Association
2. The Bhartiya Sanskriti Parishad

**STAFF MEMBER INCHARGE**

Ms Shruti Waydonde-Kadam  
Dr. Andrea Coutinho  
  
Ms. Samrita Sinha  
Ms. Nisha Yadav

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|---|---|
| 3. Sophia College English Dramatics Association | Ms. Jihasa Vachharajani<br>Ms. Nivedita Iyer  |
| 4. English Literary Society                     | Ms. Nishtha Dev<br>Ms. Jini Joseph  |
| 5. International Relations Clubs                | Dr. Paul Rozario<br>Dr. Trevor Allis  |
| 6. Sigma Sophia                                 | Ms. Tanaz Asha<br>Dr Snehal Martin<br>Mr. Vijay Vig   |
| 7. Nature Club                                  | Dr. Trevor Allis<br>Ms. Tanaz Asha  |
| 8. World Music Club                             | Dr. Ivan John   |
| 9. Art and Music Club                           | Dr. Sangeeta Dubey<br>Ms. Shiney Gilbert  |
| 10. ACS and AICUF                               | Sr. Rosa Makil<br>Sr. Patricia D'Souza<br>Sr. Poonam  |
| 11. NSS   | Dr. Vaishali Pachunde (Coordinator)<br>Ms. Rochelle Ferns (Programme Officer)<br>Dr. T.C. Roymon (Committee Member) |
| 12. SSRI  | Dr. Ivan John<br>Dr. Hemalata Ramchandran   |

**In-charge of Christian Programmes:**

**Masses**                      Sr. Rosa Makil  
                                      Sr. Poonam

**Diocesan Youth Commission**                      Sr. Patricia D'Souza

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