

Individual Profile

Name : JOHN BAPTIST D'SOUZA
Date of Birth : 25-06-1963
Marital Status : Married
Cell No. : 9900497921
Email : johnbaptistsouza@yohoo.in
Address : Associate Professor

Sacred Heart College Madanthyar. Belthangady Taluk

Dakshina Kannada District. KARNATAKA 574224

ACADEMIC CREDENTIALS:

Entry into Service : 15-06-1988

Qualification : M.Com.

Present Designation: Associate Professor

Years of Service : 34

Membership in Academic Bodies :

- BOS Chairman of Mangalore University on the Subjects Secretarial Practice, Office Practice & Management and Office Management & Secretarial Practice (Vocational) from 17-05-2020.
- Board of Studies Member, Board of Examination Member of St. Agnes (Autonomous) College, Mangalore.
- Chairman of BOE, Mangalore university On the subjects SP, OPM and SP&OM (Voc)
- BOE Member and Co-coordinator of Practical Examinations Of Mangalore University on the above subjects since 2004.

Training / Workshops Attended:

- NSS Programme Officers Training from 28-03-1994 to 09-04-1994 at Mangalore University, Konaje.
- Orientation Course from 02-03-2010 to 31-03-2010 at Jawaharlal Nehru Technological University, Hyderabad.
- Refresher Course from 02-11-2010 to 24-11-2010 at Kannur University, Kerala.
- Refresher Course from 17-08-2012 to 06-09-2012 at Mysore University, Mysore.
- Refresher Course from 03-12-2012 to 22-12-2012 at Kannur University, Kerala.
- Presented a paper on the topic “Role of Organisational Culture in shaping employees attitudes of an educational institutions” organized by Primax Foundation, Kaulalampur, Malaysia.
- Attended a workshop on the topic “NAAC Accreditation: New Methodology” organized by Milagres College, Mangalore on 02-02-2019.
- Attended a National Level Seminar on the topic “ Industry 4.0 – The World of Industrial Transformation” organized by GFGC-Punjalakatte on 25th Feb 2020.
- Attended International Online conference on the topics “Coping with COVID-19 with perfect balanced mind” organized by Besant Women’s College, Mangalore on 03rd July 2020.

Responsibilities Discharged In the College :

1. Sacred Heart College Boys Hostel Warden 1991-1995
2. NSS Programme Officer 1992-1995
3. Value Education Cell 1995-2000
4. Examination Co-ordinator 1998-2002
5. Mid- Day Meal Co-Ordinator 2011-2012
6. Students’ Council Director 2012-2015
7. Secretary, Staff Welfare Fund 2012 Onwards
8. ECA- Dance and Drama Co-Ordinator 2012 Onwards
9. Secretary, Parent Teacher Association 2015, 2016
10. Examination Coordinator 2018-19
11. IQAC Coordinator from 2019 onwards.

Publications:

- Prepared “Study Material” on the subject “Office Management and Communication” for 2nd year B.Com students of Mangalore Open University in the year 2005.

Contributions to the students:

1. Nalini secured 4th rank in the Mangalore University B.A. Examinations 2000-01
2. Praveen Rodrigues 6th rank secured rank in the Mangalore University B.A. Examinations 2008-09
3. Vivian D’souza secured 6th rank in the Mangalore University B.A. Examinations 2010-11.
4. Vivek Deepak Pinto secured 10th rank in the Mangalore University B.A. Examinations 2013-14.
5. Introduced “Our Children Concept” through Mentoring classes In the year 2009-10
6. Organized “Inter-faith” festival in the year 2009-10
7. Organized “Cooking without fire” competition on 25th Jan.2014 in the college. 25 teams of 05 each consisting 125 competitors participated.
8. “BILMOS” an inter-collegiate dance competitions organized in the year 2014-15.
9. “CLASH OF TITANS” an inter-class competition in the year 2014-15.
10. Pathima B. Secured 3rd Rank in the Mangalore university B.A. Examination 2017-18.
11. Reshma Secured 1st Rank and Gold Medal in the Mangalore University BA Examinations 2020-21
12. Organised field visits and study picnics in the process of learning.
13. Organised “Avishkar” A product launch competition in the year 2020-21 and 2021-22.

Contributions to the Subject:

- Appointed as a BOS Member in 2008 by the Mangalore University, the first Major work that I undertook to make a complete change in the syllabus by introducing new concepts such as Human Resource Management, Office automation, Income Tax, Costing, Statistics etc. to cope with the changes in the field of study. Serving as BOS chairman in the Mangalore University since 17-05-2020.
- Prepared syllabus under NEP for the students of OPM department 2021-22 and 2022-23 for Mangalore University and presented in the Academic Council Meeting.