



**St. Mary's College (Autonomous), Thoothukudi**  
**Minutes of the Twenty first Academic Council Meet**

The Twenty first Academic Council Meeting of St. Mary's College (Autonomous) was held on 4<sup>th</sup> December 2021 at 3.00 p.m. in the Audio Visual Room. Dr. Sr. A.S. J. Lucia Rose, the Chairperson presided over the meeting.

The following academic council members were present:

Dr. Sr. A.S.J. Lucia Rose	Principal
Sr. Josephine Jeyarani	Director - SSC
Dr. R. Kala	University Nominee
Dr. G. Murugeswari	University Nominee
Dr. K. Swarnalatha	University Nominee
Mr. Michael Motha	External Expert
Dr. Anselm Sophia Leon	External Expert
Dr. A. Punitha Tharani	Controller of Examinations
Dr. Fernando Alexanderia	Dean, School of Management & Economics
Ms. M. Jothimani	Dean, School of Physical & Computing Sciences
Dr. L. Jacquiline Leo	Dean, School of Language & Culture
Dr. S. Mary Baptista Janet	Dean, School of Biological Sciences
Ms. A. Amora	Dean of UGC affairs
Dr. B. Serena Margaret	IQAC Coordinator
Dr. P.J. Joslin	Research Coordinator
Dr. K. Vinitha	Librarian
Dr. G. Stella Beatrice Nirmala, HoD	Department of Commerce
Dr. Mary Judith Reese Fernando, (SSC Coordinator)	Department of MHRM
Dr. Hermin Pasangha, HoD	Department of Zoology
Dr. M. Glory, HoD	Department of Botany
Ms. X. Esther Vimala, HoD	Department of Economics
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. Sr. Jessie Fernando, HoD	Department of Physics
Dr. A. Judit Sheela Damayanthi, HoD	Department of English
Ms. S. Rani Jeyamary, HoD	Department of Chemistry
Dr. V.L. Stella Arputha Mary, HoD	Department of Mathematics
Dr. A. Malini Apsala, HoD	Department of History
Dr. N. Shunmuga Vadivoo @ Shanthi, HoD	Department of Tamil
Ms. A. Christina, HoD	Department of French
Dr. Joys Selva Mary Albert, (SSC Coordinator)	Department of Microbiology
Ms. S. Gayathri, (SSC Coordinator)	Department of B.B.A.
Dr. S. Jeya Bharathi, (SSC Coordinator)	Department of Psychology
Ms. D. Daisy Bai	Senior Staff
Dr. J. Martin Rathi	Senior Staff
Ms. J. Anila Maily	Member Secretary

Following members expressed their inability to attend the meeting.

Dr. S. Arulraj External Expert

Ms. M. R. Theophine Fatima External Expert

The meeting commenced with an invocation to the Almighty. Dr. Fernando Alexanderia, Dean, School of Management & Economics, welcomed the august body. The agenda of the Academic Council meeting was as per the following:

Agenda No 1/9 :

Confirmation of minutes of 20<sup>th</sup> Academic Council meeting

Related to 1/9 :

Ms. J. Anila Maily, Member Secretary, Associate Professor, Department of Computer Science presented the minutes of the twentieth meeting of the Academic Council and the house confirmed it.

Agenda No. 2/9 :

Action Taken Report on 20<sup>th</sup> meeting of the Academic Council

Related to 2/9 :

Dr. S. Mary Baptista Janet, Dean, School of Biological Sciences presented the action taken report based on the 20<sup>th</sup> meeting of the Academic Council. Ms. M. Jothimani, Dean, School of Physical & Computing Sciences presented the Deans' Office report.

Agenda No. 3/9 :

MOOC

Related to 3/9 :

Dr. Kala, University Nominee, enquired whether MOOC was mandatory for all the students, and whether students have the freedom to choose any course. Dr. Murugeswari, University Nominee raised the question about allocation of credits and whether any mentors are assigned for MOOC courses. Dr. B. Serena Margaret, IQAC co-ordinator clarified that MOOC courses are mandatory only for PG students and it is optional for UG students. Students have the freedom to choose the course. Pass percentage in the MOOC courses are good, and a student has received topper award in the whole of southern region. She also expressed that a mentor is assigned for each course.

Agenda 4/9 :

Memorandum of Understanding

Related to 4/9 :

Mr. Micheal Motha, Industrialist, appreciated the institution for having signed MoUs. He also stressed that the MoUs will be beneficial only when they are functional.

Dr. Jessie Fernando, HOD of Physics, Dr. Stella Beatrice Nirmala, HOD of Commerce, Mrs. Gayathri, Co-ordinator of B.B.A explained about the various activities carried out through

MoUs which are highly beneficial to the students. The HODs assured that the MoUs will be functional.

Agenda No. 5/9 :

E-Content

Related to 5/9 :

Dr. Murugeswari enquired whether all the E-contents could be uploaded in the website. It was clarified that it would be prioritised. She suggested to use open source LMS.

Agenda No. 6/9 :

Maximum re-appear paper allowed for CIA and ESE

Related to 6/9 :

The experts suggested to remove the clause which specifies the maximum reappear paper for ESE as six and it was accepted by the council. So it was ratified that there would be no limit for the ESE reappear papers.

Agenda No. 7/9 :

Internship

Agenda No.7/9 :

Dr. K. Swarnalatha, University Nominee, raised the question whether the students go for internships during class hours. It was clarified that students go for internships only after the class hours.

Mr. Micheal Motha, Industrialist, suggested that the students go for internships for long duration rather than for 15 days. He also enquired whether project work is mandatory. He also suggested to motivate the students to become entrepreneurs and attract angel investors.

It was clarified by Dr. Fernando Alexanderia, Dean School of Management & Economics that 15 days was the minimum period and students who are willing can undertake internship for more number of days. Regarding project work it was clarified that it is mandatory for the UG final year students.

Dr. Murugeswari suggested to use Internshala portal for which Dr. B. Serena Margaret, IQAC Co-ordinator, answered that the registration for all the students was done through Internshala portal from the previous year onwards.

Agenda No. 8/9

Report of Semester Examinations result

Related to 8/9

Dr. A. Punitha Tharani, Controller of Examinations presented the results of ESE. It was ratified by the council.

Agenda No. 9/9

Any other matter

Related to 9/9

Dr. Sr. A.S.J. Lucia Rose presented the Principal's report of academic activities for the period from June 2021 to November 2021. Dr. Kala, University Nominee and all the external experts appreciated the collective academic achievements of and laurels received by the faculty members and students during the pandemic period.

Based on the agenda and the report presented by the Principal, the External Experts discussed and offered the following suggestions:

Dr. Kala suggested to conduct seminars on IPR and it was represented by some of the council members that IIC, Research forum, Library and IQAC have conducted IPR seminars. The Star College Co-ordinator Dr. Sr. A. Arockia Jenecius Alphonse also expressed that a workshop on copyright was conducted by DBT Star Programme. Many databases and manuals prepared were copyrighted.

After the discussion and ratification the meeting concluded with a vote of thanks proposed by Ms. D. Daisy Bai, Senior Staff, Department of Commerce.



ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

TWENTY FIRST ACADEMIC COUNCIL – 04.12.2021

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i> 4/12/2021
2.	Sr. Josephine Jeyarani Director - SSC	<i>Jeyarani</i> 04/12/2021
3.	Dr. R. Kala University Nominee	<i>R. Kala</i> 4.12.2021
4.	Dr. G. Murugeswari University Nominee	<i>G. Murugeswari</i> 4/12/2021
5.	Dr. K. Swarnalatha University Nominee	<i>K. Swarnalatha</i> 04/12/2021
6.	Mr. Michael Motha External Expert	<i>Michael Motha</i>
7.	Dr. Anselm Sophia Leon External Expert	<i>Anselm</i>
8.	Dr. A. Punitha Tharani Controller of Examinations	<i>A. P. Tharani</i>
9.	Dr. Fernando Alexandria Dean, School of Management & Economics	<i>Fernando Alexandria</i>
10.	Ms. M. Jothimani Dean, School of Physical & Computing Sciences	<i>M. Jothimani</i>
11.	Dr. L. Jacquiline Leo Dean, School of Language & Culture	<i>L. Leo</i>
12.	Dr. S. Mary Baptista Janet Dean, School of Biological Sciences	<i>Janet</i>
13.	Ms. A. Amora Dean of UGC affairs	<i>A. Amora</i>
14.	Dr. B. Serena Margaret IQAC Coordinator	<i>B. Serena Margaret</i>
15.	Dr. P.J. Joslin Research Coordinator	<i>P. J. Joslin</i>
16.	Dr. K. Vinitha Librarian	<i>Vinitha</i>
17.	Dr. G. Stella Beatrice Nirmala, HoD Department of Commerce	<i>Stella Beatrice Nirmala</i>

18.	Dr. Mary Judith Reene Fernando, (SSC Coordinator) Department of MHRM	<i>M. Reene</i>
19.	Dr. Hermin Pasangha, HoD Department of Zoology	<i>Hermin Pasangha</i>
20.	Dr. M. Glory, HoD Department of Botany	<i>Arockia Jenevis Alphonse</i>
21.	Ms. X. Esther Vimala, HoD Department of Economics	<i>X. Esther Vimala</i>
22.	Ms. S. Gnanathangam, HoD Department of Computer Science	<i>S. Gnanathy</i>
23.	Dr. Sr. Jessie Fernando, HoD Department of Physics	<i>Jessie Fernando</i>
24.	Dr. A. Judit Sheela Damayanthi, HoD Department of English	<i>A. Judit Sheela Damayanthi</i>
25.	Ms. S. Rani Jeyamary, HoD Department of Chemistry	<i>S. Rani Jeyamary</i>
26.	Dr. V.L. Stella Arputha Mary, HoD Department of Mathematics	<i>V.L. Stella Arputha Mary</i>
27.	Dr. A. Malini Apsala, HoD Department of History	<i>A. Malini Apsala</i>
28.	Dr. N. Shunmuga Vadivoo @ Shanthi, HoD Department of Tamil	<i>N. Shunmuga Vadivoo</i>
29.	Ms. A. Christina, HoD Department of French	<i>A. Christina</i>
30.	Dr. Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	<i>J. Selva Mary Albert</i>
31.	Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	<i>S. Gayathri</i>
32.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	<i>S. Jeya Bharathi</i>
33.	Ms. D. Daisy Bai Senior Staff	<i>D. Daisy Bai</i>
34.	Dr. J. Martin Rathi Senior Staff	<i>J. Martin Rathi</i>
35.	Ms. J. Anila Maily Member Secretary, Department of Computer Science	<i>J. Anila Maily</i>

## **Minutes of the Twenty Second Academic Council Meet**

The Twenty Second Academic Council Meeting of St. Mary's College (Autonomous) was held on 13<sup>th</sup> May 2022 at 3.00 p.m. in the Audio Visual Room. Dr. Sr. A.S. J. Lucia Rose, the Chairperson presided over the meeting.

The following academic council members were present:

Dr. Sr. A.S.J. Lucia Rose	Principal
Sr. Josephine Jeyarani	Director - SSC
Dr. R. Kala	University Nominee
Dr. G. Murugeswari	University Nominee
Dr. Anselm Sophia Leon	External Expert
Dr. A. Punitha Tharani	Controller of Examinations
Dr. Fernando Alexanderia	Dean, School of Management & Economics
Ms. M. Jothimani	Dean, School of Physical & Computing Sciences
Dr. L. Jacquiline Leo	Dean, School of Language & Culture
Dr. S. Mary Baptista Janet	Dean, School of Biological Sciences
Ms. A. Amora	Dean of UGC affairs
Dr. B. Serena Margaret	IQAC Coordinator
Dr. P.J. Joslin	Research Coordinator
Dr. K. Vinitha	Librarian
Dr. G. Stella Beatrice Nirmala, HoD	Department of Commerce
Dr. Mary Judith Reene Fernando, (SSC Coordinator)	Department of MHRM
Dr. Hermin Pasangha, HoD	Department of Zoology
Dr. M. Glory, HoD	Department of Botany
Ms. X. Esther Vimala, HoD	Department of Economics
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. Sr. Jessie Fernando, HoD	Department of Physics
Dr. A. Judit Sheela Damayanthi, HoD	Department of English
Ms. S. Rani Jeyamary, HoD	Department of Chemistry
Dr. V.L. Stella Arputha Mary, HoD	Department of Mathematics
Dr. A. Malini Apsala, HoD	Department of History
Dr. N. Shunmuga Vadivoo @ Shanthi, HoD	Department of Tamil
Ms. A. Christina, HoD	Department of French
Dr. Joys Selva Mary Albert, (SSC Coordinator)	Department of Microbiology
Ms. S. Gayathri, (SSC Coordinator)	Department of B.B.A.
Dr. S. Jeya Bharathi, (SSC Coordinator)	Department of Psychology
Ms. D. Daisy Bai	Senior Staff



Dr. J. Martin Rathi  
Ms. J. Anila Maily

Senior Staff  
Member Secretary

Following members expressed their inability to attend the meeting.

Dr. S. Arulraj	External Expert
Mr. Michael Motha	External Expert
Ms. M. R. Theophine Fatima	External Expert
Dr. K. Swarnalatha	University Nominee

The meeting commenced with an invocation to the Almighty. Dr. Sr. A.S. J. Lucia Rose, Principal welcomed the august body. The agenda of the Academic Council meeting was as per the following:

### **Agenda No. 1/10**

Confirmation of minutes of 21<sup>st</sup> Academic Council meeting

Related to 1/9 :

Ms. J. Anila Maily, Member Secretary, Associate Professor, Department of Computer Science presented the minutes of the twenty first meeting of the Academic Council and the house confirmed it.

### **Agenda No. 2/10**

Action Taken Report on the 21<sup>st</sup> meeting of Academic Council

Related to 2/10:

Dr. S. Mary Baptista Janet, Dean, School of Biological Sciences presented the action taken report based on the 21<sup>st</sup> meeting of the Academic Council. The Deans' office report was presented by Dr. Fernando Alexanderia, Dean, School of Management & Economics.

### **Agenda No: 3/10**

Revision of syllabus for UG (2021-2024) & PG (2021-2023)

Related to 3/10:

The Heads of various departments elaborated on the percentage of changes effected in the syllabus. Dr. Murugeswari, University Nominee sought clarification on the method of calculation of percentage of changes. The deans and the HoDs answered that it was calculated according to the changes made in the various units. If one unit is changed then it is taken as 20% change.

Dr. Kala, University Nominee advised that where ever new courses are introduced, it may be specified as such, instead of stating as 100% change.

Dr. Kala asked if there is a need for separate Mathematics course for Physics students have Mathematics as an allied course. Dr. Sr. Jessie Fernando, Head of the Department of Physics explained that it is not a regular Mathematics course instead it is Mathematics for Physics.



Dr. Kala enquired about the percentage of change in the Topology paper and Dr. Stella Arputha Mary, Head of the Department of Mathematics clarified that Unit V was changed.

Dr. Kala and Dr. Murugeswari, University Nominees sought to clarify the mode of allotment of credit, for which Ms. M. Jothimani, Dean, School of Physical & Computing Sciences explained that due weightage is being given in accordance with the importance of the subject i.e. core elective etc. They also enquired about mapping of PO and PSO and whether it is uniform across schools. It was clarified that the PO is uniform for all the science and arts programmes. Dr. S. Mary Baptista Janet, Dean, School of Biological Sciences explained the allotment of credits for practical courses.

**Agenda No: 4/10**

Changes in the ESE Question paper pattern

Related to 4/10:

The Agenda was confirmed.

**Agenda No: 5/10**

MOOC/ Self Study

Related to 5/10:

Students are required to do anyone among MOOC / Self Study / Internship programme in the III Semester. However students can choose both MOOC and Self Study in the III Semester, if they appear for both, result of only one will be taken at their option. Internship both for UG & PG should be for 15 days or 75 hours. Students can go in the afternoon or during the semester holidays i.e., May / November. Students have to complete the Internship before the ESE.

It was confirmed by the council.

**Agenda No: 6/10**

Allotment of Marks for Internship

Related to 6/10:

The Agenda was confirmed.

**Agenda No: 7/10**

Conduct of Online Quiz through ERP

Related to 7/10:

The Agenda was confirmed.

**Agenda No: 8/10**

Submission of Autonomous Renewal Report to UGC

Related to 8/10:

The Agenda was confirmed.

**Agenda No: 9/10**

Report of Semester Examination Results

Related to 9/10:

It was confirmed by the council.

**Agenda No: 10/10**

Any other matter

On behalf of the External Experts Dr. Kala, University Nominee congratulated the Principal Dr. Sr. A.S.J. Lucia Rose for all the achievements made especially the fellowship scholarship for research scholars and various activities carried out. They also applauded the Job fair conducted and suggested that it could be open for all, for which Dr. Sr. Jessie Fernando, Head of the Department for Physics clarified that it was open for all and that outsiders also participated in the Job fair.

Dr. Murugeswari clarified the method of collecting feedback and suggested that technology could be used. Dr. B. Serena Margaret, IQAC Coordinator explained that feedback was collected through google forms and feedback from alumnae was collected during Alumnae meeting. Dr. Kala, University Nominee suggested that alumnae feedback could be collected through website.

Dr. Murugeswari, University Nominee enquired about the uploading of thesis in Shodhganga. Dr. Serena, IQAC Coordinator and Dr. K. Vinitha, Librarian answered that only universities can upload it. Dr. Murugeswari suggested to use Turnitin Plagiarism check by generating funds.

After the discussion and ratification the meeting concluded with a vote of thanks proposed by Ms. D. Daisy Bai, Senior Staff, Department of Commerce.



# ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

TWENTY SECOND ACADEMIC COUNCIL 13.05.2022

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i> 13/5/22
2.	Sr. Josephine Jeyarani Director - SSC	<i>Josephine Jeyarani</i>
3.	Dr. R. Kala University Nominee	<i>R. Kala</i> 13.5.2022
4.	Dr. G. Murugeswari University Nominee	<i>G. Murugeswari</i> 13/5/2022
5.	Dr. Anselm Sophia Leon External Expert	<i>Anselm Sophia Leon</i>
6.	Dr. A. Punitha Tharani Controller of Examinations	<i>A. Punitha Tharani</i>
7.	Dr. Fernando Alexandria Dean, School of Management & Economics	<i>Fernando Alexandria</i>
8.	Ms. M. Jothimani Dean, School of Physical & Computing Sciences	<i>M. Jothimani</i>
9.	Dr. L. Jacquiline Leo Dean, School of Language & Culture	<i>L. Jacquiline Leo</i>
10.	Dr. S. Mary Baptista Janet Dean, School of Biological Sciences	<i>S. Mary Baptista Janet</i>
11.	Ms. A. Amora Dean of UGC affairs	<i>A. Amora</i>
12.	Dr. B. Serena Margaret IQAC Coordinator	<i>B. Serena Margaret</i>
13.	Dr. P.J. Joslin Research Coordinator	<i>P. J. Joslin</i>
14.	Dr. K. Vinitha Librarian	<i>K. Vinitha</i>
15.	Dr. G. Stella Beatrice Nirmala, HoD Department of Commerce	<i>G. Stella Beatrice Nirmala</i>
16.	Dr. Mary Judith Reese Fernando, (SSC Coordinator) Department of MHRM	<i>M. Judith Reese Fernando</i>
17.	Dr. Hermin Pasangha, HoD Department of Zoology	<i>Hermin Pasangha</i>

18.	Dr. M. Glory, HoD Department of Botany	<i>m. glory</i>
19.	Ms. X. Esther Vimala, HoD Department of Economics	<i>X Es/Esther Vimala</i>
20.	Ms. S. Gnanathangam, HoD Department of Computer Science	<i>S. Gnanthy</i>
21.	Dr. Sr. Jessie Fernando, HoD Department of Physics	<i>Jessie Fernando</i>
22.	Dr. A. Judit Sheela Damayanthi, HoD Department of English	<i>A. Judith Sheela Damayanthi</i>
23.	Ms. S. Rani Jeyamary, HoD Department of Chemistry	<i>S. Rani Jeyamary</i>
24.	Dr. V.L. Stella Arputha Mary, HoD Department of Mathematics	<i>V.L. Stella Arputha Mary</i>
25.	Dr. A. Malini Apsala, HoD Department of History	<i>A. Malini Apsala</i>
26.	Dr. N. Shunmuga Vadivoo @ Shanthi, HoD Department of Tamil	<i>N. Shunmuga Vadivoo</i>
27.	Ms. A. Christina, HoD Department of French	<i>Christina A.</i>
28.	Dr. Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	<i>J. Selva Mary Albert</i>
29.	Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	<i>S. Gayathri</i>
30.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	<i>S. Jeya Bharathi</i>
31.	Ms. D. Daisy Bai Senior Staff	<i>Daisy Bai</i>
32.	Dr. J. Martin Rathi Senior Staff	<i>J. Martin Rathi</i>
33.	Ms. J. Anila Maily Member Secretary, Department of Computer Science	<i>J. Anila Maily</i>