

Minutes of the Twenty Third Academic Council Meet

The Twenty Third Academic Council Meeting of St. Mary's College (Autonomous) was held on 23rd November 2022 at 11.00 a.m. in the Audio Visual Room. Rev. Sr. Dr. 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. G. Murugeswari	University Nominee
Dr. K. Swarnalatha	University Nominee
Dr. A. Sheela Vimala Rani	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. N. Shunmuga Vadivoo @ Shanthi, HoD	Department of Tamil
Ms. A. Christina, HoD	Department of French
Dr. A. Judit Sheela Damayanthi, HoD	Department of English
Dr. A. Malini Apsala, HoD	Department of History
Dr. D. Amutha	Department of Economics
Dr. V.L. Stella Arputha Mary, HoD	Department of Mathematics
Dr. Sr. Jessie Fernando, HoD	Department of Physics
Ms. S. Rani Jeyamary, HoD	Department of Chemistry
Dr. M. Glory, HoD	Department of Botany
Dr. N. Arokiya Mary, HoD	Department of Zoology
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. G. Stella Beatrice Nirmala, HoD	Department of Commerce
Dr. Mary Judith Reene Fernando, (SSC Coordinator)	Department of MHRM
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 member
Dr. J. Martin Rathi	Senior Staff member
Ms. J. Anila Maily	Member Secretary
Following members expressed their inability to attend the meeting.	
Dr. R. Kala	University Nominee

Mr. Michael Motha
Ms. M. R. Theophine Fatima

External Expert
External Expert

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

Agenda No. 1/8

Confirmation of minutes of 22nd Academic Council meeting

Related to 1/8:

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

Agenda No. 2/8

Action Taken Report on the 22nd meeting of Academic Council

Related to 2/8:

Dr. L. Jacquiline Leo, Dean, School of Language & Culture presented the action taken report based on the 22nd meeting of the Academic Council. The Deans' office report was presented by Ms. M. Jothimani, Dean, School of Physical & Computing Sciences.

Agenda No. 3/8

Revision of U.G. Syllabus in 2023 due to the introduction of Language and General English as Part I & Part II for II B.Com, II B.B.A., II B.Sc. Computer Science

For the purpose of introducing Language (6 hours) and General English (6 hours) the Board of Studies meeting was conducted for B.Com., BBA & B.Sc. Computer Science departments during the month of October 2022. The course structure for the above programmes have been modified either by removing the Core papers or reducing the number of hours for the Core papers to accommodate the same. Since the Core papers are reduced there is a suggestion to allot four hours each for Language & General English for Semester I, II, III & IV in the next year. The UG students who study French in the I year have to compulsorily opt for NME Tamil. Similarly the students who study French in the II year will have to study Tamil as compulsory Self Study paper since there is no NME for the III years.

Related to 3/8:

Dr. Murugeswari, University Nominee enquired whether the revision is for 2023 batch only or it will be followed for present I UG also, for which Dr. Fernando Alexanderia, Dean, School of Management & Economics clarified that the present I UG will follow the same modified syllabus followed by the present II UG. The students to be admitted in 2023 will follow 2023 revised syllabus. The Agenda was confirmed

Agenda No. 4/8**Revision of P.G. Syllabus****Related to 4/8:**

The Agenda was confirmed.

Agenda No. 5/8

Time limit for completion of Degree Programme

Related to 5/8:

Dr. Murugeswari, University Nominee enquired why the time limit for completion of degree programme is reduced from 6 years to 5 years for which the house answered that it is according to the instructions of Manonmaniam Sundaranar University. Dr. A. Sheela Vimala Rani, External Expert suggested that the amount of examination fee of Rs. 6000/- could be reduced for which Rev. Dr. Sr. A.S. J. Lucia Rose, answered that it was fixed by University and not by the college and that the amount will be remitted to the University.

Agenda No. 6/8

Introduction of cognitive level in the CIA Question papers

Related to 6/8:

Agenda No. 6/8

Dr. Murugeswari and Dr. Swarnalatha, University Nominees enquired about the scrutiny of K- level in CIA question paper. i. e whether it is checked by the Heads of department and whether the level is specified for each question. For which Dr. A. Punitha Tharani, Controller of Examinations, Dr. Fernando Alexanderia, Dean, School of Management & Economics and Ms. M. Jothimani, Dean, School of Physical & Computing Sciences asserted that it was scrutinised by the Heads and the level is specified for all the questions. It was confirmed by the council.

Agenda No. 7/8

Report of Semester Examination Results

Related to 7/8:

It was confirmed by the council.

Agenda No. 8/8

Any other matter

Related to 8/8:

Dr. Swarnalatha, Dr. Murugeswari, University Nominees congratulated Rev.Sr.Dr. A. S. J. Lucia Rose, Principal for receiving awards and appreciated the college for its wonderful work and development. They congratulated the Departments of Computer Science, Chemistry and Zoology for having patents. They appreciated and congratulated the faculty members who won award, published chapters in books and books. Dr. Swarnalatha enquired about internship/ project, whether it was useful to students and whether there is increase in placement due to this. Rev. Sr. Dr. A.S.J. Lucia Rose answered that more programmes are conducted by the placement cell to enhance the placement. Dr. Murugeswari, University Nominee suggested to

include the name of co-authors in the annexure in order to recognise them. Dr. B. Serena Margaret answered that the co-authors were also recognised by the research forum.

Dr. Sheela Vimala Rani, External Expert congratulated the college and the faculty for their achievements. She enquired whether the books written by the faculty are followed as text books for which Dr. S. Mary Baptista Janet, Dean, School of Biological Sciences and Dr. M. Glory, Head & Associate Professor of Botany clarified that the manual prepared by the faculty is used for practicals. She also enquired whether there are separate papers for Advanced learners for which Dr. Sr. Jessie Fernando, Associate Professor of Physics & Dr. B. Serena Margaret, IQAC Coordinator answered that we have MOOC and Self Study Papers for Advanced learners. She suggested to offer a paper for III UG & II PG Advanced learners. She also gave suggestions for the Physics department as to how to go about new project.

Dr. Anselm Sophia Leon, External Expert congratulated the college and the faculty for their development.

After the discussion and ratification the meeting concluded with a vote of thanks proposed by Dr. J. Martin Rathi, Senior Staff, Department of Chemistry.



ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

TWENTY THIRD ACADEMIC COUNCIL – 23.11.2022

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i>
2.	Rev. Sr. Josephine Jeyarani Director - SSC	<i>Rev. Sr. Josephine Jeyarani</i>
3.	Dr. G. Murugeswari University Nominee	<i>Dr. G. Murugeswari</i> 23/11/22
4.	Dr. K. Swarnalatha University Nominee	<i>Dr. K. Swarnalatha</i> 23/11/2022
5.	Dr. A. Sheela Vimala Rani External Expert	<i>A. Sheela Vimala Rani</i>
6.	Dr. Anselm Sophia Leon External Expert	<i>Dr. Anselm Sophia Leon</i> 23/11/22
7.	Dr. A. Punitha Tharani Controller of Examinations	<i>Dr. A. Punitha Tharani</i>
8.	Dr. Fernando Alexandria Dean, School of Management & Economics	<i>Fernando Alexandria</i>
9.	Ms. M. Jothimani Dean, School of Physical & Computing Sciences	<i>Ms. M. Jothimani</i>
10.	Dr. L. Jacqueline Leo Dean, School of Language & Culture	<i>Dr. L. Jacqueline Leo</i>
11.	Dr. S. Mary Baptista Janet Dean, School of Biological Sciences	<i>Dr. S. Mary Baptista Janet</i>
12.	Ms. A. Amora Dean of UGC affairs	<i>A. Amora</i>
13.	Dr. B. Serena Margaret IQAC Coordinator	<i>B. Serena Margaret</i>
14.	Dr. P.J. Joslin Research Coordinator	<i>P. J. Joslin</i>
15.	Dr. K. Vinitha Librarian	<i>Dr. K. Vinitha</i>
16.	Dr. N. Shunmuga Vadivoo @ Shanthi, HoD Department of Tamil	<i>N. Shunmuga Vadivoo</i>
17.	Ms. A. Christina, HoD Department of French	<i>Christina A</i>

18.	Dr. A. Judit Sheela Damayanthi, HoD Department of English	A. Judit Sheela Damayanthi
19.	Dr. A. Malini Apsala, HoD Department of History	A. Malini Apsala
20.	Dr. D. Amutha, HoD Department of Economics	D. Amutha
21.	Dr. V.L. Stella Arputha Mary, HoD Department of Mathematics	V.L. Stella Arputha Mary
22.	Dr. Sr. Jessie Fernando, HoD Department of Physics	Jessie Fernando
23.	Ms. S. Gnanathangam, HoD Department of Computer Science	S. Gnanathangam
24.	Ms. S. Rani Jeyamary, HoD Department of Chemistry	S. Rani Jeyamary
25.	Dr. M. Glory, HoD Department of Botany	M. Glory
26.	Dr. N. Arokiya Mary, HoD Department of Zoology	N. Arokiya Mary
27.	Dr. G. Stella Beatrice Nirmala, HoD Department of Commerce	G. Stella Beatrice Nirmala
28.	Dr. Mary Judith Reene Fernando, (SSC Coordinator) Department of MHRM	M. Judith Reene Fernando
29.	Dr. Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	J. Selva Mary Albert
30.	Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	S. Gayathri
31.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	S. Jeya Bharathi
32.	Ms. D. Daisy Bai Senior Staff	D. Daisy Bai
33.	Dr. J. Martin Rathi Senior Staff	J. Martin Rathi
34.	Ms. J. Anila Maily Member Secretary, Department of Computer Science	J. Anila Maily

Minutes of the Twenty Fourth Academic Council Meet

The Twenty Fourth Academic Council Meeting of St. Mary's College (Autonomous) was held on 28th April 2023 at 11.30 a.m. in the Audio Visual Room. Rev. Sr. Dr. 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. A. Sheela Vimala Rani	External Expert
Dr. Anselm Sophia Leon	External Expert
Mr. Michael Motha	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. A. Judit Sheela Damayanthi, HoD	Department of English
Dr. A. Malini Apsala, HoD	Department of History
Dr. D. Amutha	Department of Economics
Dr. V.L. Stella Arputha Mary, HoD	Department of Mathematics
Dr. Sr. Jessie Fernando, HoD	Department of Physics
Ms. S. Rani Jeyamary, HoD	Department of Chemistry
Dr. M. Glory, HoD	Department of Botany
Dr. N. Arokiya Mary, HoD	Department of Zoology
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. G. Stella Beatrice Nirmala, HoD	Department of Commerce
Dr. Mary Judith Reene Fernando, (SSC Coordinator)	Department of MHRM
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
Dr. J. Martin Rathi	Senior Staff member
Ms. J. Anila Maily	Member Secretary

Following members expressed their inability to attend the meeting.

Dr. G. Murugeswari	University Nominee
Dr. K. Swarnalatha	University Nominee
Dr. R. Kala	University Nominee
Ms. M. R. Theophine Fatima	External Expert

Dr. N. Shunmuga Vadivoo @ Shanthi, HoD
Ms. A. Christina, HoD
Ms. D. Daisy Bai

Department of Tamil
Department of French
Senior Staff member

The meeting commenced with an invocation to the Almighty. Dr. L. Jacquiline Leo, Dean, School of Language & Culture welcomed the august body. The agenda of the Academic Council meeting was as per the following:

Agenda No. 1/6

Confirmation of minutes of 23rd Academic Council meeting

Related to 1/6:

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

Agenda No. 2/6

ABC Registration

Related to 2/6:

Dr. Sheela Vimala Rani, the External Expert enquired about ABC registration and whether it is mandatory for which the Deans of various schools answered that it was as per the notice in UGC website on 20th January 2020. Each student is given a unique id which has to be specified by the students in CIA and ESE and it aids in mobility. She also asked the staff incharge of ABC for which the forum answered that Ms. A. Amora, Dean of UGC Affairs is incharge for ABC registration. Dr. Serena Margaret, IQAC Coordinator also added that there is a question in AQAR – Part II after 2022 about the creation of ID for ABC.

Agenda No. 3/6

Revision of I UG & PG Syllabus

Related to 3/6:

Dr. Sheela Vimala Rani, the External Expert informed that in Fatima College (Autonomous) Madurai they have decided to follow 75% of the TANSCHÉ Syllabus. She also asked whether our college accepts the TANSCHÉ syllabus for which, the Principal answered that at present we have decided to follow the TANSCHÉ syllabus and in case of any changes announced by TANSCHÉ, another Board of Studies will be convened to adopt the modified syllabus.

Agenda No. 4/6

Change in Question Paper Pattern

Related to 4/6:

Rev. Sr. Dr. A. S. J. Lucia Rose said that we will follow the question pattern prescribed by TANSCHÉ. Dr. B. Serena Margaret, IQAC coordinator & MOOC coordinator explained that the question pattern is 25:75, which aligns with the NPTEL pattern.

The Agenda was confirmed.

Agenda No. 5/6**Report of Semester Examination Results****Related to 5/6:**

Dr. Sheela Vimala Rani, the External Expert appreciated the college for conducting special arrear examinations. She said that in their college they follow double valuation (both internal & external valuation) after which the students are allowed to go through their answer sheet which was appreciated by the NAAC. She enquired whether we follow single or double valuation for UG Programme for which the Sr. Principal and Controller of Examinations said that it is single external valuation for UG Programme. The Heads of the departments also added that though it is single valuation the chair person will scrutinize 10% of answer sheets.

Agenda No. 6/6**Any other matter****Related to 6/6:**

Dr. Sheela Vimala Rani, the External Expert congratulated Sr. Principal & faculty members for their hard work and appreciated the college for being selected as the local chapter by NPTEL. She enquired about Interdepartmental Courses for which the Controller of Examinations, Dr. Martin Rathi, Senior member of the faculty and Ms. M. Jothimani, Dean, School of Physical & Computing Sciences replied that we offer Non Major Elective course and Common Core courses.

Dr. Anselm Sophia Leon, the External Expert appreciated the Staff & Students activities.

Mr. Michael Motha, the External Expert congratulated the Principal and the faculty for the excellent work. He insisted that since our college is registered as the member of the confederation of Indian Industries, we have to make use of the opportunity to arrange for more industrial visits. He enquired about the sports report for which it was answered by the faculty that it is included in the students' activities. But he advised that it may be included in the Principal's report also.

After the discussion and ratification the meeting concluded with the vote of thanks proposed by Ms. A. Amora, Dean of UGC Affairs.



ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI

TWENTY FOURTH ACADEMIC COUNCIL – 28.04.2023

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i>
2.	Rev. Sr. Josephine Jeyarani Director - SSC	<i>Josephine Jeyarani</i>
3.	Dr. A. Sheela Vimala Rani External Expert	<i>A. Sheela Vimala Rani</i>
4.	Dr. Anselm Sophia Leon External Expert	<i>Anselm Sophia Leon</i>
5.	Mr. Michael Motha External Expert	<i>Michael Motha</i>
6.	Dr. A. Punitha Tharani Controller of Examinations	<i>A. Punitha Tharani</i>
7.	Dr. L. Jacquiline Leo Dean, School of Language & Culture	<i>L. Jacquiline Leo</i>
8.	Dr. S. Mary Baptista Janet Dean, School of Biological Sciences	<i>S. Mary Baptista Janet</i>
9.	Ms. M. Jothimani Dean, School of Physical & Computing Sciences	<i>M. Jothimani</i>
10.	Dr. Fernando Alexandria Dean, School of Management & Economics	<i>Fernando Alexandria</i>
11.	Ms. A. Amora Dean of UGC affairs	<i>A. Amora</i>
12.	Dr. B. Serena Margaret IQAC Coordinator	<i>B. Serena Margaret 28/4/2023</i>
13.	Dr. P.J. Joslin Research Coordinator	<i>P. J. Joslin</i>
14.	Dr. K. Vinitha Librarian	<i>K. Vinitha 28/4/23</i>
15.	Dr. A. Judit Sheela Damayanthi, HoD Department of English	<i>A. Judit Sheela Damayanthi</i>
16.	Dr. A. Malini Apsala, HoD Department of History	<i>A. Malini Apsala</i>
17.	Dr. D. Amutha, HoD Department of Economics	<i>D. Amutha</i>

18.	Dr. V.L. Stella Arputha Mary, HoD Department of Mathematics	<i>V.L. Stella Arputha Mary</i>
19.	Dr. Sr. Jessie Fernando, HoD Department of Physics	<i>S. Eusebia Immaculata</i> <i>9/8</i>
20.	Ms. S. Gnanathangam, HoD Department of Computer Science	<i>S. Gnanam</i>
21.	Ms. S. Rani Jeyamary, HoD Department of Chemistry	<i>S. Rani Jeyamary</i>
22.	Dr. M. Glory, HoD Department of Botany	<i>M. Glory</i>
23.	Dr. N. Arokiya Mary, HoD Department of Zoology	<i>N. Arokiya Mary</i>
24.	Dr. G. Stella Beatrice Nirmala, HoD Department of Commerce	<i>G. Stella Beatrice Nirmala</i> <i>28/4/23</i>
25.	Dr. Mary Judith Reese Fernando, (SSC Coordinator) Department of MHRM	<i>M. J. Reese</i>
26.	Dr. Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	<i>V. Joy Selva Mary</i>
27.	Dr. Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	<i>S. Gayathri</i>
28.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	<i>S. Jeya Bharathi</i>
29.	Dr. J. Martin Rathi Senior Staff	<i>—</i>
30.	Ms. J. Anila Maily Member Secretary, Department of Computer Science	<i>J. Anila Maily</i>