

## **Minutes of the Fifteenth Academic Council Meet**

The Fifteenth Academic Council meeting of St. Mary's College (Autonomous) was held on 27<sup>th</sup> October 2018 at 3 p.m. in the Audio Visual Room. Dr. Sr. A.S.J. Lucia Rose, the Chairperson, presided over the meeting.

The following members were present:

Dr. Sr. A.S.J. Lucia Rose	Chairperson
Dr. N. Arokiya Mary	Controller of Examinations
Dr. S. Thenmozhi	Dean, School of Language & Culture
Dr. P.J. Joslin	Dean, School of Biological Sciences
Dr. T. Linda Fernando	Dean, School of Physical & Computing Sciences
Dr. Mary Judith Reese Fernando	Dean, School of Management & Economics
Dr. S. Sudha Rani	IQAC Coordinator
Sr. C. Shibana	Research Coordinator
Dr. K. Vinitha	Librarian
Sr. Peregrina	Director - SSC
Dr. A. Amala Arul Arasi, HoD	Department of Tamil
Ms. X. Esther Vimala, HoD	Department of Economics
Dr. A. Punitha Tharani, HoD	Department of Mathematics
Dr. S. Euchrista Immaculate Sylvia, HoD	Department of Physics
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. J. Martin Rathie, HoD	Department of Chemistry
Dr. M. Glory, HoD	Department of Botany
Ms. P. Jeya Selvi, HoD	Department of Commerce
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. J. Jasmine Sheeba Rajathi (SSC Coordinator)	Department of Visual Communication
Dr. M. Mary Josephine	Senior Staff, Department of Botany
Dr. A. Elizabeth Mary	Senior Staff, Department of Zoology
Ms. A. Amora	Member Secretary, Department of Commerce
Dr. M. Kamalutheen	External Expert
Dr. B. Geetha	External Expert
Dr. A.I. Auxilia Felicitas	External Expert
Mr. Meenakshi Sundaram	External Expert

### **UNIVERSITY NOMINEE**

Dr. Shubra Singh	Member
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Following members expressed their inability to attend the meeting

Dr. S. Shailajha	University Nominee
Dr. K. Jeganathan	University Nominee
Dr. A. Judy Pinheiro, HoD	Department of English
Dr. M. Mary Hepsibai , HoD	Department of History
Dr. R.D. Thilaga, HoD	Department of Zoology

Ms. D. Jose Mary, Associate Professor of English and Ms. A. Malini Apsala, Assistant Professor of History attended the meeting as representatives of their departments.

The meeting commenced with an invocation to the Almighty. Dr. Sr. A.S.J. Lucia Rose, the Principal welcomed the august body and started the proceedings of the meeting.

The following agenda were discussed and corresponding resolutions were adopted:

**Agenda No 1/7:**

Confirmation of the minutes of the Fourteenth meeting of the Academic Council.

**Related to 1/7:**

Ms. A. Amora, Member Secretary, Assistant Professor, Department of Commerce, read the minutes of the fourteenth meeting of the Academic Council and was confirmed by the house.

**Agenda No 2/7:**

Action taken report on fourteenth meeting of the Academic Council and Report of Deans' Office.

**Related to 2/7:**

Dr. Mary Judith Reese Fernando, Dean, School of Management and Economics presented the Action taken Report based on the fourteenth meeting of the Academic Council. The members of the Council appreciated the Deans' Office activities.

**Agenda No 3/7:**

Report of Academic Activities for the period June 2018 to October 2018.

**Related to 3/7:**

Dr. Sr. A.S.J. Lucia Rose, the Principal presented the report of the Academic activities for the period June 2018 to October 2018.

Dr. Shubra Singh appreciated the activities and initiatives of the college.

**Agenda No. 4/7:**

Ph.D. - Research Policy and Course Work.

**Related to 4/7:**

Dr. P.J. Joslin, Dean, School of Biological Sciences presented the Ph.D. – Research Policy, Course Work and Guidelines.

Dr. M. Kamalutheen suggested that the number of Course Work offered for Ph.D. Programme may be increased.

Dr. A.I. Auxilia Felcitas appreciated the Course Work offered by the Research Department of Commerce and she recommended to offer a Course Work on Human Resource Management.

**Resolution No. 4/7**

Ph.D. Course Work of the Research Centres were ratified.

**Agenda 5/7:**

NAAC Visit

**Related to 5/7:**

Dr. S. Sudha Rani, IQAC Coordinator, presented the report of IQAC activities which focused on NAAC preparatory work.

**Agenda No. 6/7:**

Report of Semester Examination Results.

**Related to 6/7:**

Dr. N. Arokiya Mary, Controller of Examinations, presented a Report on Semester Examination Results

Dr. Geetha suggested that the final year students be given the chance to appear for three papers in the Supplementary Examination.

The External Experts offered the following suggestions:

Dr. Shubra Singh opined that the final year students could be briefed about internships. They could apply two or three months earlier and get exposure to the possibilities of developing ideas for Research.

- We should create awareness about the availability of National or International Scholarships to the Research Scholars.
- The research guides can collaborate with the research guides of other institutions for the betterment of the students research work.
- Dr. M. Kamalutheen, gave a suggestion that Online payment of fees may be implemented.
- Mr. Meenakshi Sundaram opined that inter disciplinary research should be promoted among the research scholars.
- Online courses could be offered for Ph.D. Course Work. The scholars will be evaluated through online test and marks will be submitted to the Controller's Office.

The meeting concluded with the vote of thanks proposed by Dr. A. Elezabeth Mary, Senior staff, Department of Zoology.

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

FIFTEENTH ACADEMIC COUNCIL – 27.10.2018

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i>
2.	Dr. N. Arokiya Mary Controller of Examinations	<i>N. Arokiya Mary</i>
3.	Dr. S. Thenmozhi Dean, School of Language & Culture	<i>S. Thenmozhi</i>
4.	Dr. P.J. Joslin Dean, School of Biological Sciences	<i>P. J. Joslin</i>
5.	Dr. T. Linda Fernando Dean, School of Physical & Computing Sciences	<i>T. Linda Fernando</i>
6.	Dr. Mary Judith Reese Fernando Dean, School of Management & Economics	<i>M. Reese</i>
7.	Dr. S. Sudha Rani IQAC Coordinator	<i>S. Sudha Rani</i>
8.	Sr. C. Shibana Research Coordinator	<i>Shibana</i>
9.	Dr. K. Vinitha Librarian	<i>K. Vinitha</i>
10.	Sr. Peregrina Director - SSC	<i>Peregrina</i>
11.	Dr. A. Amala Arul Arasi, HoD Department of Tamil	<i>A. Amala Arul Arasi</i>
12.	Dr. A. Judy Pinheiro, HoD Department of English	<i>A. Judy Pinheiro</i>
13.	Dr. M. Mary Hepsibai, HoD Department of History	<i>M. Mary Hepsibai</i>
14.	Ms. X. Esther Vimala, HoD Department of Economics	<i>X. Esther Vimala</i>
15.	Dr. A. Punitha Tharani, HoD Department of Mathematics	<i>A. Punitha Tharani</i>
16.	Dr. S. Euchrista Immaculate Sylvia, HoD Department of Physics	<i>S. Euchrista Immaculate Sylvia</i>
17.	Ms. S. Gnanathangam, HoD Department of Computer Science	<i>S. Gnanathangam</i>
18.	Dr. J. Martin Rathi, HoD Department of Chemistry	<i>J. Martin Rathi</i>

19.	Dr. M. Glory, HoD Department of Botany	m. Glory
20.	Dr. R.D. Thilaga, HoD Department of Zoology	-
21.	Ms. P. Jeya Selvi, HoD Department of Commerce	P Jeyaselvi
22.	Dr. <del>V</del> Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	V Joys
23.	Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	-
24.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	Sheth
25.	Ms. J. Jasmine Sheeba Rajathi (SSC Coordinator) Department of Visual Communication	Jasmine
26.	Dr. M. Mary Josephine Senior Staff, Department of Botany	M. Mary Josephine
27.	Dr. A. Elezabeth Mary Senior Staff, Department of Zoology	A. Elezabeth
28.	Ms. A. Amora Member Secretary, Department of Commerce	A. Amora
29.	Dr. M. Kamalutheen External Expert	M. Kamalutheen 27/10/18
30.	Dr. B. Geetha External Expert	Geetha
31.	Dr. A.I. Auxilia Felicitas External Expert	A.I. Auxilia
32.	Mr. Meenakshi Sundaram External Expert	Meenakshi
33.	Dr. K. Jeganathan University Nominee	-
34.	Dr. Shubra Singh University Nominee	Shubra Singh 27/10/18
35.	Dr. S. Shailajha University Nominee	-

## **Minutes of the Sixteenth Academic Council Meet**

The Sixteenth Academic Council meeting of St. Mary's College (Autonomous) was held on 23<sup>rd</sup> April 2019 at 10.30 a.m. in the Audio Visual Room. Dr. Sr. A.S.J. Lucia Rose, the Chairperson, presided over the meeting.

The following members were present:

Dr. Sr. A.S.J. Lucia Rose	Chairperson
Dr. N. Arokiya Mary	Controller of Examinations
Dr. S. Thenmozhi	Dean, School of Language & Culture
Dr. P.J. Joslin	Dean, School of Biological Sciences
Dr. Mary Judith Reene Fernando	Dean, School of Management & Economics
Dr. S. Sudha Rani	IQAC Coordinator
Dr. Sr. C. Shibana	Research Coordinator
Dr. K. Vinitha	Librarian
Sr. Peregrina	Director - SSC
Dr. A. Amala Arul Arasi, HoD	Department of Tamil
Ms. X. Esther Vimala, HoD	Department of Economics
Dr. A. Punitha Tharani, HoD	Department of Mathematics
Dr. J. Martin Rathi, HoD	Department of Chemistry
Dr. M. Glory, HoD	Department of Botany
Ms. P. Jeya Selvi, HoD	Department of Commerce
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. A. Elezabeth Mary	Senior Staff, Department of Zoology
Ms. A. Amora	Member Secretary, Department of Commerce
Dr. B. Geetha	External Expert
Dr. A.I. Auxilia Felicitas	External Expert
Mr. Meenakshi Sundaram	External Expert
Dr. Shubra Singh	University Nominee

Following members expressed their inability to attend the meeting

Dr. S. Shailajha	University Nominee
Dr. K. Jeganathan	University Nominee
Dr. M. Kamalutheen	External Expert
Dr. T. Linda Fernando	Dean, School of Physical & Computing Sciences
Dr. S. Euchrista Immaculate Sylvia, HoD	Department of Physics
Ms. S. Gnanathangam, HoD	Department of Computer Science
Dr. M. Mary Josephine	Senior Staff, Department of Botany
Ms. J. Jasmine Sheeba Rajathi (SSC Coordinator)	Department of Visual Communication



Ms. A. Lucas Rexceline, Associate Professor of Physics and Ms. M. Jothimani, Associate Professor of Computer Science attended the meeting as representatives of their departments.

The meeting commenced with an invocation to the Almighty. Dr. Sr. A.S.J. Lucia Rose, the Principal welcomed the august body and started the proceedings of the meeting.

The following agenda were discussed and corresponding resolutions were adopted:

**Agenda No 1/8**

Confirmation of the minutes of the Fifteenth meeting of the Academic Council.

**Related to 1/8**

Ms. A. Amora, Member Secretary, Assistant Professor, Department of Commerce, read the minutes of the fifteenth meeting of the Academic Council and was confirmed by the house.

**Agenda No. 2/8**

Action taken report on fifteenth meeting of the Academic Council

**Related to 2/8**

Dr. Mary Judith Reene Fernando, Dean, School of Management and Economics presented the action taken report based on the fifteenth meeting of the Academic Council.

**Agenda No. 3/8**

Report of Academic Activities for the period November 2018 to April 2019.

**Related to. 3/8**

Dr. Sr. A.S.J. Lucia Rose, the Principal presented the report of the Academic activities for the period November 2018 to April 2019.

Dr. S. Thenmozhi, Dean, School of Language & Culture presented the Deans' office report. The members of the Council appreciated the Deans' Office activities.

Dr. C. Shibana, Research Coordinator presented the research forum report.

Dr. K. Vinitha, Librarian presented the Library report.

**Agenda No. 4&5**

II U.G. III U.G and P.G. Syllabi

**Related to 4&5**

Head of the Departments of various schools presented the syllabi of II & III U.G. and P.G. to be implemented from 2019 and it was ratified by the Principal Dr. Sr. A.S.J. Lucia Rose in the presence of the Academic Council members.

**Agenda No.6/8**

Certificate Courses

**Related to. 6/8**

Dr. C. Shibana, Research Coordinator presented the syllabi of certificate courses for II & III U.G. and it was ratified by the Principal.

**Agenda No. 7/8**

NAAC Visit

**Related to 7/8**

Dr. S. Sudha Rani, IQAC Coordinator, presented the report of IQAC activities which focused on NAAC visit.

**Agenda No. 8/8**

Report of Semester Examination Results.

**Related to 8/8**

Dr. N. Arokiya Mary, Controller of Examinations, presented the report on Semester Examination Results

The External Experts offered the following suggestions:

Dr. Shubra Singh opined that

- The II & III U.G. students can be allowed to take up Internship and the report of Internship can be sent to National Science Academy to apply for scholarships.
- The faculty members must avail funds from INSPIRE.
- They could also avail visiting fellowships and work in the well equipped laboratories in foreign countries.
- Inputs from the industrialist can be availed and included in the last unit of the syllabi.

She also appreciated the software 'Plagiarism' installed in the library.

Mr. Meenakshi Sundaram opined that online content research in Tamil Language could be included in the syllabi for Part I Tamil. He gave a suggestion to include the 'Influence of social media' in Psychology syllabus.

Dr. A.I. Auxilia Felicitas gave a suggestion to implement Transparency system in evaluation: to distribute the answer scripts to the students to ensure transparency.

Dr. B. Geetha opined that

- online courses can be included for the undergraduate students also.
- seminars could be organized on Sericulture, Apiculture in collaboration with NGO like EMPEDA and Government bodies.
- the P.G. Students could be motivated to publish papers in UGC approved journals.
- the common equipment room could be maintained for all science departments with a technical assistant.

The meeting concluded with the vote of thanks proposed by Dr. A. Elezabeth Mary, Senior staff, Department of Zoology.



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

SIXTEENTH ACADEMIC COUNCIL – 23.04.2019

Sl.No.	Members	Signature
1.	Dr. Sr. A.S.J. Lucia Rose Principal	<i>Lucia Rose</i>
2.	Dr. N. Arokiya Mary Controller of Examinations	<i>N. Arokiya Mary</i>
3.	Dr. S. Thenmozhi Dean, School of Language & Culture	<i>S. Thenmozhi</i>
4.	Dr. P.J. Joslin Dean, School of Biological Sciences	<i>P-J- Joslin</i>
5.	Dr. T. Linda Fernando Dean, School of Physical & Computing Sciences	—
6.	Dr. Mary Judith Reese Fernando Dean, School of Management & Economics	<i>MJRF</i>
7.	Dr. S. Sudha Rani IQAC Coordinator	<i>S. Sudha Rani</i>
8.	Dr. Sr. C. Shibana Research Coordinator	<i>Shibana</i>
9.	Dr. K. Vinitha Librarian	<i>K. Vinitha</i>
10.	Sr. Peregrina Director - SSC	<i>Peregrina</i>
11.	Dr. A. Amala Arul Arasi, HoD Department of Tamil	<i>A. Amala Arul Arasi</i>
12.	Dr. A. Judy Pinheiro, HoD Department of English	<i>Judy Pinheiro</i> 23-4-19
13.	Dr. M. Mary Hepsibai, HoD Department of History	<i>M. Mary Hepsibai</i>
14.	Ms. X. Esther Vimala, HoD Department of Economics	<i>X. Esther Vimala</i>
15.	Dr. A. Punitha Tharani, HoD Department of Mathematics	<i>A-P-T Tharani</i>
16.	Ms. A. Lucas Rexceline Associate Professor of Physics	<i>A. Lucas Rexceline</i>
17.	Ms. M. Jothimani Associate Professor of Computer Science	<i>M. Jothimani</i>
18.	Dr. J. Martin Rathi, HoD Department of Chemistry	<i>J. Martin Rathi</i>

19.	Dr. M. Glory, HoD Department of Botany	m. Glory
20.	Dr. R.D. Thilaga, HoD Department of Zoology	R.D. Thilaga
21.	Ms. P. Jeya Selvi, HoD Department of Commerce	P. Jeya Selvi
22.	Dr. Joys Selva Mary Albert, (SSC Coordinator) Department of Microbiology	V. Joys Selva Mary Albert
23.	Ms. S. Gayathri, (SSC Coordinator) Department of B.B.A.	S. Gayathri
24.	Dr. S. Jeya Bharathi, (SSC Coordinator) Department of Psychology	S. Jeya Bharathi
25.	Ms. J. Jasmine Sheeba Rajathi (SSC Coordinator) Department of Visual Communication	J. Jasmine Sheeba Rajathi
26.	Dr. M. Mary Josephine Senior Staff, Department of Botany	M. Mary Josephine
27.	Dr. A. Elezabeth Mary Senior Staff, Department of Zoology	A. Elezabeth Mary
28.	Ms. A. Amora Member Secretary, Department of Commerce	A. Amora
29.	Dr. M. Kamalutheen External Expert	M. Kamalutheen
30.	Dr. B. Geetha External Expert	B. Geetha
31.	Dr. A.I. Auxilia Felicitas External Expert	A.I. Auxilia Felicitas
32.	Mr. Meenakshi Sundaram External Expert	Meenakshi Sundaram
33.	Dr. K. Jeganathan University Nominee	K. Jeganathan
34.	Dr. Shubra Singh University Nominee	Shubra Singh
35.	Dr. S. Shailajha University Nominee	S. Shailajha