

## **Minutes of the Twenty third ordinary meeting of the Academic Council held on Thursday 28<sup>th</sup> July 2008**

The Twenty-first Ordinary Meeting of the Academic council was held at 11:00 am on 28<sup>th</sup> July 2008 in the DMT Hall. The meeting started with a prayer song visually played. The song was based on the theme, “The struggle of a seed in emerging as a plant”.

Rev.Fr.Principal, Dr.C.Antonyraj rendered the welcome speech. He welcomed the Board of Management: Rev.Dr.A. Maria Soosai Sdb, Vice-Principal-Shift I, Rev.Fr.Praveen Peter Sdb Vice-Principal Shift II, Rev.Fr.Xavier Packiam Sdb, Additional Principal & Administrator and Rev.Fr.A.T.Thomas, Controller & Director of the Library. The Principal particularly welcomed the external visitor Mr.Baskaran, Industrialist Ram Leathers, Vellore, a benefactor and a past pupil of the college. He also warmly welcomed the Heads of all the Departments and the members of the Academic Council gathered, accepting the invitation. The Principal mentioned that Mr.S. Rethinam an external member had phoned up to him expressing his inability to be present for the meeting. The other experts from outside were absent for the meeting.

In his introductory words the Principal expressed that the meeting should have been held last year but due to the delay in getting autonomy for Shift II, the Academic council is held on 28<sup>th</sup> July. The Principal informed the members about the Re-accreditation of the college with A Grade and the extension of autonomy till 2013. Further he said that the college is preparing for the re-structuring of the entire curriculum.

The Principal read out the names and officials present in the list of academic council members. Mr.S.Saminathan, suggested that the subject experts, could be here after included in the list of experts from outside instead of specialists from other fields. Mr. Leslin said that having experts such as auditors is legally right and valid in the forum of outside experts. Dr. A. J. Christopher expressed that there are certain regulations prior to the conducting of the academic council meeting, which have not been followed. He recommended that the laws and rules of the Academic Council Meeting laid down by the Government be strictly pursued. Further he went on to state that the meeting could be cancelled and adjourned to some other date since the procedures were not adhered to. To this the Principal replied that he accepts some of the violations with regard to the procedures of the meeting but refused to cancel the meeting, as the violations were not gross and glaring. The Principal also stated that due to delay in producing the revised syllabus by the departments for various reasons, some of the procedures prior to the meeting could not be followed, otherwise there were no deliberate intentions of deviating from the rules and regulations of the academic council meeting. Then the Assembly agreed to continue the meeting

### **Department of Tamil:**

The Head of the Department for Tamil, Rev. Dr. A. Maria Soosai read out the report of the board of studies meeting. Mr.S.Saminathan asked whether the Tamil Department awards marks for attendance. To this Dr. A. Maria Soosai responded that no changes have taken place in the awarding of marks and the system of marks for attendance continues as it was in the past. Rev. Dr.S.Thanislus suggested that the Tamil report could well be in Tamil itself and Mr.Louis Xavier was of the opinion that the names of the members of the board of

studies be included. Dr.A. Maria Soosai thanked for the suggestions and said their views would be considered for the next board of studies meeting. The minutes were passed.

### Department of English:

Dr.V.Prakash the Head of the Department of English read out the report of the board of studies meeting. He said that the restructuring of the syllabus would be done for English in the next year. No questions were raised. The minutes were passed.

### Department of Mathematics:

Dr. M. Maria Susai Manuel, the Head of the Department for M.Sc Mathematics presented the minutes of the meeting of the Board of studies in Mathematics. Rev. Dr. A. Maria Soosai asked whether the Department has kept the recommendations of the Academic Audit Committee, in revising the syllabus. To this Dr. M. Maria Susai Manual answered that the recommendations have been adhered to. Mr. S. Saminathan asked about the credits offered in the subject. To this he answered that the credits are not according to the number of hours but depend upon the nature and the weightage of the courses.

When minutes of the meeting of the Board of studies in Mathematics were read out Dr M. Maria Susai Manual mentioned that the university nominee was unable to turn up for the meeting. Dr. Christopher inquired regarding the preparing of the syllabus for M.Phil. He asked whether External Supervises prepare the syllabus. Answering to this Mr.Leslin said matters relating to M.Phil programmes could be clarified by referring to the book on 'M.Phil guidelines' published by the University. Dr. M. Maria Susai Manuel also added that the University PG Board is not entitled to prepare the syllabus but there is another separate board for the M.Phil programme.

Rev. Dr. S. Thanislaus supplemented to the inputs of the Mathematics Department by saying that the Mathematics Department can also be named as Research and Post Graduate Department of Mathematics. Mr. Leslin stated that the individuals should also obtain the prior permissions and approvals for the M.Phil Guideship. Further he also added that the M.Phil courses are either put in Shift II or I for the convenience of students.

Fr.AT.Thomas said that the departments having M.Phil programmes can form a forum and sit together in order to have a uniformity in their course especially to decide upon the duration of the examination for M.Phil programmes. With these deliberations the minutes of the M.Sc Mathematics Department were passed. After this the members departed for lunch at 1:30 p.m.

### Department of Physics:

The meeting continued after the lunch at 2.00pm. Dr.Veeraraghavan the Head of the Department of Physics elucidated the minutes of the Board of Studies Meeting. While reading the members present for the meeting he said that actually there were 16 members present in the meeting and that two members names had been missed out. The names are M. Jose and Vijaya Nirmala. Fr. Principal wanted to clarify regarding the method of taking attendance for library. Dr.Veeraraghavan replied that the time of the entrance of the students and the exit is taken in to consideration in calculating the number of hours spent by the

student. He informed that for every paper the student is expected to spend ten hours. For instance if there are four papers then the student is expected to spend forty hours. Dr.Prakash wanted to know how a student would be considered if he collects materials or information from libraries in the town other than the college library. To this Dr.Veeraraghavan said that a viva would be conducted upon the materials collected or the student may be asked to present a seminar based on the materials and his performance would be rated and considered. Dr.K.Ravi asked how the marks were distributed for the library attendance and Dr.Veeraraghavan replied that it's according the hours spent by the student and the minimum is forty hours. With these discussions the minutes were passed.

#### Department of B.Sc Chemistry:

Mr.S.Saminathan the Head of the Board of studies for B.Sc Chemistry presented the members the minutes of the meeting. Mr.S.Saminathan said that the externals were absent for the meeting. Asked whether the externals were informed he said that they were not informed. Members expressed their concern for not having informed the externals. To this he replied, as there was no revision of the syllabus he had felt that the externals were not required. Dr.M. Maria Susai Manuel conveyed his apprehension for presenting a report in that sort. He said that certain wording in the report is misleading and implicitly reveals, as if the Chairman of the Board of Studies in Chemistry is interfering into the free expressions of other members. Dr.K.Ravi furthered that the term 'nil report' in the report need not have been used. Following these the minutes were passed.

#### Department of M.Sc Chemistry:

Prof. J. Dhanraj the Head of the Department of M.Sc Chemistry presented the minutes of the board of studies meeting of M.Sc Chemistry. Prof.S.Saminathan expressed that there were certain violations of rule in having conducted the board of studies meeting of the M.Sc chemistry department. Asked what the violation was, he replied saying that the M.Sc Chemistry Chairman should have informed the B.Sc chemistry chairman for board of studies also. To this he was told that next time he would surely be intimidated. Fr. Praveen Peter asked whether the 15 marks awarded to CA test is connected to 50 marks. The answer was yes. It was then suggested that the total marks could be raised to 60. The minutes were passed.

#### Department of Biochemistry:

Rev.Fr.Praveen Peter presented the minutes of the department of Bio-Chemistry Board of Studies meeting. Prof.S.Saminathan expressed concern whether the current chairman of Biochemistry is fully qualified to be the chairman of the board of studies for Biochemistry. To this Fr.Principal replied that since there is no other experienced persons Fr.Praveen Peter has been appointed. Dr.K.Ravi wanted to know whether the department is following University pattern in setting questions. The answer was yes. The minutes were passed.

#### Department of Computer Science:

Rev. Fr. Thaddeus the HOD of the department of Computer Science read out the minutes of the Board of studies meeting. He mentioned that Dr.Gopi the university nominee was unable to be present for the meeting. Rev.Dr.A.Maria Soosai raised a question about the difference between tutorials and practicals conducted in the department. To this Fr.Thaddeus replied that tutorial is the process of giving a problem and asking the students to solve it with

the guidance of a lecturer and it can be conducted individually or for group of students. Dr.K.Ravi observed that one wording 'thesis' on page 169, section 9.5.2, be replaced by the word 'dissertation'. Prof. Leslin made a kind suggestion that in the next re-structuring of the syllabus the department should consider basic computer skills for all the students irrespective of their departments which will eventually enable the dream of our beloved former President Dr. A.P.J Abdul Kalam in creating a computer literate India. Rev.Dr.Thanislaus suggested a correction in the usage of the word the Board of studies 'approved'. He said it is not approved but 'recommended'. Dr.K.Ravi proposed that the table zero in the programme structure need not be used. In its place dash marks could be better. Fr.Thaddeus thanked the members for their valuable suggestions and the minutes were passed.

#### Department of Economics:

Prof. K. Selvaraj the HOD of the department presented the minutes of the ordinary meeting of the Board of Studies of Economics. Asked whether the Economics department does not have guides' paper, Prof. K.Selvaraj replied that they do not have guides' paper. Dr.K.Ravi was of the opinion that since this is an autonomous college some research components can be thought of. Prof. D.Leslin said that not only M.Phil Economics department but also all the departments running M.Phil programme could come together and have a uniform internal assessment.

#### Department of Commerce:

Prof. V. Rajendiran the Chairman of the postgraduate department of commerce presented the minutes of the meeting of the Board of Studies. Fr.AT.Thomas was of the opinion that the term 'either or' could be avoided in the question pattern. Instead running numbers can be used to make things clearer. To this Prof. Rajendiran responded running numbers are also used. Dr.M. Maria Susai Manuel clarified how the marks were allotted when there were more number of theories and problems. To this Prof.V.Rajendiran answered that forty percentage of marks are allotted for theory and sixty percentage of marks for problems. With these clarifications the minutes were passed.

#### Department of Value Education:

Mr. Louis Xavier read the minutes of the Board of Studies Meeting of the Department of Value Education. He pointed that there were no external members present during the meeting. Dr.Maria Soosai Manuel referred to the absence of external members. To this Mr.Louis Xavier replied that during the revision the external members also would be invited. The minutes were passed.

#### Conclusion:

The Principal Rev.Dr.C.Antonyraj thanked all the members of the board of management, the external member Mr.Baskaran, the Head of all departments, the other members of the Academic Council and every one for their co-operation and making the meeting a fruitful one. The members dispersed.

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## Other Suggestions:

- Fr.Thaddeus said that a template can be created in order to compile all that had been discussed.
- Fr.Principal supplemented that by saying that each department can prepare such a template and present it.
- Fr.Xavier Packiam said that Prof. Leslin can be made as the legal expert and his assistance can be utilized in matters that are legally bounding institution.