



## **AUXILIUM COLLEGE (Autonomous)**

(Accredited by NAAC with A+ Grade with a CGPA of 3.55 out of 4 in the 3<sup>rd</sup> cycle)  
Gandhi Nagar, Vellore – 6.

# **Minutes of Academic Council Meeting**

## **2020 - 2021**

MEETING OF THE ACADEMIC COUNCIL03.12.2020VENUE: ROOM No. 6

AUXILIUM COLLEGE

VELLORE - 632006

AGENDA

1. Invocation
2. Welcome and Introduction by the Chairperson
3. Passing the minutes of the previous meeting.
4. Ratification of the syllabi of Undergraduate and Postgraduate programmes
5. Business brought forward by the Board of Studies

(i) Tamil

(ii) Hindi

(iii) Urdu

(iv) French

(v) English

(vi) History

(vii) Business Administration

(viii) Computer Applications

(ix) Commerce

(x) Biochemistry

(xi) Chemistry

(xii) Computer Science

(xiii) Mathematics

(xiv) Microbiology

(xv) Physics

(xvi) Visual Communication

(xvii) Zoology

(xviii) Psychology

classmate

Dr. Jyoti Singh  
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5. Ms. Varadhan  
Advocate  
Expert in Law

6. Dr. Teslin  
Associate Professor & Head  
Department of History  
Sacred Heart College  
Tirupattur  
Expert in Education.

7. Dr. Deepak Abraham  
Professor, Department of Endocrine  
Surgery  
Christian Medical College

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8. Ms. Jayathri Devi  
Chartered Accountant  
Expert in Commerce.

9. Mr. Cyril Fernandes  
General Manager  
Materials Management  
Ranipet  
Expert in Industry

10. Dr. Sr. Gertrude Nirmala  
Controller of Examinations

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11. Sr. Sumathi M.  
Vice-Principal - Shift I  
Auxilium College  
Vellore.

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12.	Dr. Sr. Anala Valarmathy A. Vice-Principal, Shift II Auxilium College	<i>A. Anala Valarmathy</i>
13.	Dr. Verrum Cecilia Head, Department of English	<i>Verrum Cecilia</i> 2/12/2020
14.	Dr. Kumasi N. Head, Department of Tamil	<i>N. Kumasi</i>
15.	Dr. Elsamma Cherian Head, Department of Hindi	<i>Elsamma</i>
16.	Dr. Jhancy Mary Head, Department of Chemistry	<i>S. Jhancy Mary</i>
17.	Mrs. Terene Colette Head, Department of Mathematics	<i>Terene Nazare</i> 2/12/2020
18.	Dr. Arockiamary J.S. Head, Department of Zoology	<i>Arockiamary</i> 2.12.2020
19.	Dr. Rosaline Ezhilarasi Head 1/c P/Wing, Dept. of Chemistry	<i>Rosaline Ezhilarasi</i> 2/12/2020
20.	Dr. Nisha Santhakumari Head, Department of Physics	<i>P. Nisha Santhakumari</i> 2/12/2020 <i>Santhakumari</i>
21.	Dr. N. Sofia Assistant Professor of Sociology	<i>N. Sofia</i> 2/12/2020
22.	Dr. Auxilia Antony Assistant Professor of Commerce	<i>Auxilia Antony</i> 2/12/2020
23.	Dr. Isabella Rosaline Head, Department of Botany CLASSMATE	<i>Isabella Rosaline</i> 2/12/2020

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23. Dr. Sujatha L.  
Head i/c Pq wing of Mathematics

K. Sujatha  
2/12/2020

24. Dr. Abi Beaulah G.  
Head i/c Dept. of Biochemistry

Abi Beaulah  
2/12/2020

25. Dr. Lavanya S.  
Head i/c Dept. of Computer Science

S. Lavanya 2/12/2020

26. Ms. Gowri  
Head i/c Dept. of Microbiology

Gowri  
2/12/2020

27. Ms. Kavitha  
Assistant Professor of  
Computer Applications

28. Dr. Bindu  
Physical Directress

29. Sr. Juliana Agnes Victor  
Head i/c Dept. of Communication Media

Sr. Juliana Victor

30. Dr. Beulah Suresh  
Head i/c MBA.

Beulah Suresh

31. Ms. Ruth Mary  
Head i/c BBA

Ruth Mary  
2/12/20

32. Ms. Ruby Martin  
Head i/c Department of Social Work

Ruby Martin

33. Ms. Deepa  
Assistant Professor of Commerce

K. Deepa  
2/12/2020

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34. Dr. Gayathri  
Head i/c, Department of Commerce  
- Banking and Insurance

R. Gayathri  
2/12/2020

35. Ms. Preethi  
Head i/c, Department of BBA  
Hospital Administration

Preethi  
2/12/2020

36. Dr. Samuel N.J. David  
(Guest Faculty - BBA-BHA)  
Head, Training & Development  
Christian Medical College

Samuel N.J. David  
2/12/2020

37. Ms. Subha Chandra  
Assistant Professor of  
Business Administration

K. Subha Chandra  
2/12/2020

38. Dr. Anitha Alice  
NCC-ANO

Anitha Alice  
2/12/2020

39. Dr. Mrs. Arugiya Mary  
Librarian

Arugiya Mary  
2/12/2020

40. Dr. Mary Gabriel J.  
Member Secretary

Mary Gabriel J.

41. Dr. Praba C.  
Assistant Professor of Economics

Dr. Praba C.  
2/12/2020

42. Sr. Vamsi X.  
Assistant Professor of Physics

Sr Vamsi X  
2/12/2020

43. Ms. Anita Madona  
Assistant Professor of

Anita Madona  
2/12/2020

classmate

44. Dr. Mary Agnes  
Associate Professor of Zoology.

*M. Agnes*  
2/12/2020

45. Dr. Scholastica  
Assistant Professor of Chemistry

*Scholastica B*  
2/12/2020

### MINUTES OF THE MEETING

The fourteenth ordinary meeting of the Academic Council was held on 02.12.2020 in Room No.6 of Arts Block. Dr. Nishe Santhakumari, Head, Department of Physics introduced Dr. Sr. Jayasanthi, Principal, and welcomed her to the meeting. Dr. Sr. Jayasanthi, welcomed the new members Sr. Venci, Assistant Professor of Physics and Dr. Scholastica Mary Vidhya, Assistant Professor of Chemistry, the Teacher representatives.

The Principal and Chairperson Dr. Sr. Jayasanthi presented the minutes of the previous meeting of the Academic Council and the 'Action-taken Report'

### BUSINESS BROUGHT FORWARD

#### DEPARTMENT OF TAMIL

Dr. Kumari, Chairperson of the Tamil Board presented the syllabi for Part I Tamil for Semester I, II, III, and IV for B.A., B.Sc., B.C.A., B.B.A and B. Com. students admitted from 2020-21 onwards in OBE (Outcome Based Education) format under the semester pattern with choice based credit system. The members went through the syllabi, Dr. Mary Agnes seconded the syllabi which was then approved.

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DEPARTMENT OF HINDI.

Dr. Elsamra Chirion, Chairperson of the Hindi Board presented the syllabi for Part I Hindi for Semester I, II, III and IV for B.A., B.Sc., B.C.A., B.B.A. and B.Com. students admitted from 2020-21 onwards. Dr. Anockiamary J.S. recorded the syllabi and the syllabi was approved.

Dr. Elsamra Chirion presented the syllabi for Part I Urdu for Semester I, II, III, IV for B.A. B.Sc. B.C.A. B.B.A and B.Com. students admitted from 2020-21 onwards.

DEPARTMENT OF ENGLISH

Dr. Vernon Cecilia P.A.A., Chairperson of The English Board presented the syllabi for Part II English for Semester I, II, III and IV, Skill-Based Elective and Non-major Elective for B.A., B.Sc., B.C.A., B.B.A. and B.Com. students, Core, Allied and Core-Elective courses for B.A. English students admitted from 2020-21 onwards, Certificate Course in Communicative English for II year Undergraduate students, Core and Independent Elective Courses for M.A. English students admitted from 2020-21 onwards in OBE format.

Dr. Vernon Cecilia presented the syllabi for Part I French for B.A. B.Sc., B.C.A., B.B.A. and B.Com. students admitted from 2020-21 onwards.

Ms. Deepa recorded the syllabi and was approved.

DEPARTMENT OF HISTORY.

Dr. Sumathi, Chairperson of the History Board presented the syllabi for Core and Core classmate

for B.A. History students admitted from 2020-21 onwards and Non-Major Elective for B.A., B.Sc., B.C.A., B.Com students admitted from 2018-19 onwards. Dr. Kumari, seconded the syllabi, and was approved.

#### DEPARTMENT OF SOCIOLOGY

Dr. Sofia, Head i/c, Department of Sociology presented the Syllabi for Allied and Core-Elective courses for B.A. History students admitted from 2020-21 onwards in OBE format, and Non-major Elective for B.A., B.Sc., B.C.A., B.Com students admitted from 2018-19 onwards. Sr. Sunathi seconded the syllabi and the syllabi was then approved.

#### DEPARTMENT OF MANAGEMENT

Dr. Beulah Bheethi, Head i/c department of Management presented the syllabi for Core and Core-Elective and Independent Elective Courses in OBE format for students admitted from 2020-21 onwards. She also added that the Project hours of MBA students is reduced to one month instead of three months, in view of the pandemic. Dr. Yoganatha University Nominee asked what system of evaluation is followed and how are the industrial institutions selected. Dr. Beulah said the Project marks are divided between Internal Examiner for 80 and External Examiner for 20, and the industries are left for the students to choose. Ms. Gowri seconded the syllabi and was then approved.

#### DEPARTMENT OF BUSINESS ADMINISTRATION

Ms. Ruth Head i/c Department of Business Administration presented the syllabi for core and core Elective courses for the students of BBA admitted from 2020-21 onwards. Ms. Anita Madona seconded the syllabi and was then approved.

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DEPARTMENT OF COMMERCE.

Dr. Auxilia Antony, Assistant Professor of Commerce presented the syllabi for Core and Core-Elective Courses for B.Com. students admitted from 2020-21 onwards in OBE format. Dr. Anita Alice seconded the syllabi and the syllabi was approved.

DEPARTMENT OF COMPUTER APPLICATIONS.

Ms. Anita Maidona Assistant Professor of Computer Applications presented the syllabus for Core- and Core-Elective courses for B.C.A. students admitted from 2020-21 onwards. Sr. Juliana Agnes seconded the syllabi and the syllabi was then approved.

Pg COMMERCE.

Ms. Deepa, Assistant Professor of Commerce presented the syllabus for Core and Independent Elective courses for B.Com students admitted from 2020-21 onwards under the OBE format. Dr. Yogananthan asked about the ratio of internal and external assessment. The Principal and Chairperson Dr. Sr. Jayasanthi said it is 60 percent external and 40 percent internal. Dr. Isabella seconded the syllabi and the syllabi was then approved.

DEPARTMENT OF BIOCHEMISTRY

Dr. Abi Beulah, Head i/c, Department of Biochemistry presented the syllabus for Core and Core-Elective courses for B.Sc. Biochemistry students, Allied Course for B.Sc. Microbiology students, Skill-Based Elective and Elective courses for B.A., B.Sc., B.Com., BBA, BCA

classmate

Core and Independent Elective Courses for M.Sc. Biochemistry students, admitted from 2020-21 onwards in OBE format. Sr. Venu seconded the syllabi and the syllabus was then approved.

DEPARTMENT OF CHEMISTRY - UG.

Dr. Thanay, Head, Department of Chemistry presented the syllabus for core and Core-Elective Courses for B.Sc. Chemistry students, Allied Courses for B.Sc. Zoology and B.Sc. Biochemistry students and Non-Major Elective Courses for B.A., B.Sc., B.Com, B.C.A students admitted from 2020-21 onwards in OBE format. Ms. Terene, seconded the syllabi and the syllabi was then approved.

DEPARTMENT OF CHEMISTRY - PG.

Dr. Rosaline Ezhilarasi, Head i/c P.Y. wing of Chemistry presented the syllabus for core and Independent Elective Courses for M.Sc. Chemistry students admitted from 2020-21 onwards in OBE format. Ms. Anika Madona seconded the syllabi and the syllabus was then approved.

Computer Science

Dr. Lavanya, Head i/c Department of Computer Science presented the syllabus for core and Core-Elective courses for B.Sc. Computer Science students, Allied course for B.B.A. students, Core and Independent Elective Courses for M.Sc. Computer Science students admitted from 2020-21 onwards in OBE format. Ms. Terene seconded the syllabus and the syllabus was then approved.

Dr. Terene

DEPARTMENT OF MATHEMATICS - UG.

Ms. Jerene, Head, Department of Mathematics presented the syllabus for Core and Core-Elective Courses for B.Sc. Mathematics students, Core course for B.B.A. students, Allied courses for B.Sc. Chemistry, B.Sc. Computer Science, B.Sc. Physics, B.Sc. Microbiology, B.B.A, B.Com, B.B.A (Hospital Administration) and Non-Major Elective for B.A./B.Sc./B.Com./B.CA/BBA students admitted from 2020-21 onwards in OBE format.

Dr. Isabella Rosaline seconded the syllabus and the syllabus was then approved.

DEPARTMENT OF MATHEMATICS - PG.

Dr. Sujatha Assistant Professor of Mathematics presented the syllabus for Core and Independent Elective courses for M.Sc. Mathematics students, Allied Courses for M.B.A. students admitted from 2020-21 onwards in OBE format. Dr. Jancy seconded the syllabus and the syllabus was then approved.

DEPARTMENT OF MICROBIOLOGY

Ms. Gowri, Head i/c Department of Microbiology, presented the syllabus for Core and Core-Elective Courses for B.Sc. Microbiology students, Allied course for II B.Sc. Biochemistry students, Non-Major Elective for B.A./B.Sc./B.Com./BAA/BCA students Core and Independent Elective Courses for M.Sc. Microbiology students admitted from 2020-21 onwards in OBE format. Dr. Auxilia seconded the syllabus and the syllabus was then approved.

Dr. Jancy Rosaline  
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### DEPARTMENT OF PHYSICS

Dr. Nisha Santhakumari, Head, Department of Physics presented the syllabus for core and core-Elective courses for B.Sc. Physics students, Allied Courses for B.Sc. Chemistry and B.Sc. Mathematics students, Skill-Based Elective for I and II year B.A./B.Sc./B.Com./B.AA/BCA students and Non-Major Elective for III year Undergraduate students admitted from 2020-21 onwards, and core and Independent Elective courses for M.Sc. Physics students admitted from 2020-21 onwards in OBE format. Sr. Juliana Agnes, seconded the syllabus and the syllabus was then approved.

### DEPARTMENT OF COMMUNICATION MEDIA

Sr. Juliana Agnes, Head i/c, Department of Communication Media presented the syllabus for Core and Core-Elective courses for B.Sc. Visual Communications Students, Non-major Elective courses for III year Undergraduate students, core and Independent Core-Elective courses for M.Sc. Electronic Media students admitted from 2020-21 onwards in OBE format. Dr. Nisha seconded the syllabus and the syllabus was then approved.

### DEPARTMENT OF ZOOLOGY

Dr. Arachiamary J.S., Head Department of Zoology presented the syllabus for core, core-Elective for B.Sc. Zoology students core and Independent Elective Course for M.Sc. Zoology student admitted from 2020-21 onwards in OBE format. Dr. Abi Beulah seconded the syllabus and the syllabus was then approved.

Sr. *[Signature]*

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DEPARTMENT OF PSYCHOLOGY.

Ms. Subha Chandra, Assistant Professor of Business Administration presented the syllabus for Core and Allied Courses for Semester I and II for B.Sc. Psychology students admitted from 2020-21 onwards in OBE format. Ms. Preethi seconded the syllabus and the syllabus was then approved.

B. COM. (BANKING AND INSURANCE)

Dr. Gayathri Head i/c Department of Banking and Insurance presented the syllabus for Core and Core-Elective Courses for B. Com. (Banking and Insurance) students admitted from 2020-21 onwards, in OBE format. Dr. Elsamme seconded the syllabus and the syllabus was then approved.

BBA (HOSPITAL ADMINISTRATION)

Ms. Preethi, Head i/c Department of BBA (Hospital Administration) presented the syllabus for Core and Core-Elective Courses for BBA (Hospital Administration) students admitted from 2020-21 onwards in OBE format. Ms. Ruth seconded the syllabus and the syllabus was then approved.

DEPARTMENT OF BOTANY.

Dr. Isabella Rosaline, Head, Department of Botany, presented the syllabus for Allied Botany for II B.Sc. Zoology students and I. B.Sc. Chemistry students, Non-Major Elective for III year students and Skill-based Elective for I and II year Undergraduate students admitted from 2020-21 onwards in OBE format. Ms. Gowri seconded the syllabus and the syllabus was then approved.

classmate

DEPARTMENT OF ECONOMICS.

Dr. Prabha, Assistant Professor of Economics presented the syllabus for Non-Major Elective Course for students admitted from 2018-19 onwards, Ms. Ruby seconded the syllabus and the syllabus was then approved.

DEPARTMENT OF SOCIAL WORK.

Ms. Ruby Martin, Head Department of Social Work presented the syllabus for Core and Independent Elective Courses for MSW students, Allied and Skill-Based Courses for II year Undergraduate students admitted from 2020-21 onwards in OBE format; Allied and Skill-Based Courses for II year UG students admitted from 2019-20 onwards. Non-Major Elective course for III year students admitted in 2018-19. Dr. Beulah Bharathi seconded the syllabus and the syllabus was then approved.

NCC.

Dr. Anitha Alice, NCC-ANO presented the Syllabus for Certificate course in NCC for Undergraduate students

SCRUTINY REPORT AND GUIDELINES OF ONLINE CLASSES.

The chairperson and Principal Dr. (S.R.) Jaya Santhi presented the guidelines prepared and circulated, on online classes and evaluation. The work-done report was scrutinised and consolidated by the staff and Heads of the departments, which was presented for the Academic Council Members to review.

EXAMINATION REFORMS.

The Controller of Examinations Dr. (S.R.) Niamala presented the examination reforms proposed by the Examination classmate

Dr. Jaya Santhi  
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Committee:

In view of the pandemic and the closure of college, the VI Semester Exams for the III year UG students and II year PLY students was conducted online for 60 marks, with multiple choice questions.

Online Exams were opted for based on a survey conducted among the final year students. Later the Council Members went through the feedback on academics by students & stakeholders.

APPROVING AND RATIFICATION OF RESULTS

The examination results of the III UG and II PLY Examinations were approved and ratified.

VOTE OF THANKS.

The Chairperson and Principal Dr. S. Jayasanthi proposed vote of thanks thanking all the members for their presence and contribution.

Dr. S. Jayasanthi

Dr. S. Jayasanthi  
03/12/2020

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