

Sacred Heart College (Autonomous), Tirupattur, Vellore Dist.
Minutes of the Academic Council Meeting

The 30th ordinary meeting of the academic council was held on 28th March, 2016 (Monday) at 10.30 a.m. Rev.Fr.Principal initiated the meeting with an audio visual prayer song, followed by a prayer by Rev.Fr.Rector.

Fr.Principal welcomed the panel members. The newly included government nominees Dr.Amudha Santhanam, Dr.Kathiresan and Dr. Babu Janardhanan were honored. Fr. Principal also invited Dr.Bhusan.D.Sudhagar for his presence.

Fr.Principal informed that the members including Rev.Dr. Alphonse Manikam, Dr.Sagayaraj Francis, Dr.A.George Maria Selvam, and Rev.Fr. Angelo Joseph were unable to be present for the meeting on personal reasons. Dr.M.Reni Sagayaraj, Dr.A.Albert Irudayaraj, and Mr.J.Missiadoss were the other members who were absent for the meeting.

Fr.Principal then mentioned the background of the academic council. He expressed that to answer the needs of the time, restructuring committee was formed under the headship of Rev.Fr.Rector. The committee has formulated a restructured curriculum design as per the UGC guidelines and the same was approved by the Curriculum Development Cell and Internal Quality Assurance Cell of the college. The structure would be followed by all the boards of studies of the college and the restructured curriculum and syllabi has to be designed. Since all the departments have gone through an exhaustive Academic Audit process this time, it was directed not to have the board of studies this year. However the departments (Social Work, Counselling Psychology and Management Studies) which opted for syllabus revision were allowed to convene the board to pass the syllabus and the same was presented in the academic council today.

Fr.Principal then read out the minutes of the meeting of the previous academic council meeting which was held on 28th March, 2015 (Saturday). The minutes of the meeting was passed without any changes.

Then the departments started presenting their syllabi starting from the department of Economics.

Department of Economics

Since the chairman of the UG board of studies of Economics Mr.J.Missiadoss was not present, Fr. Principal requested Dr.A.Periyanayagasamy to present the minutes of the board of studies. Dr.A.Periyanayagasamy presented the syllabus for the newly included elective paper E637E - Monetary Economics.

Dr.L.Ravi insisted to include a student representative in the board. The syllabus was passed without any changes.

Department of Social Work

Dr.J.Henry Rozario read the minutes of the board of studies. He presented the restructured syllabus to the members. He highlighted the significant changes in the structure as follows:

- The Minimum credits required would be 90, however an additional of upto 12 credits can be awarded to the candidates (in which 4 credits for summer placement, 4 for certificate courses offered by the department, 4 for certificate courses offered by other department).

- There are no changes in the core and elective subjects.
- Skill and certificate courses have been included this time.
- Every semester 3 elective subjects will be offered, out of which 2 subjects will be taught based on the choice of the students.
- References for all the subjects have been updated as per the guidelines of board members.
- The examination pattern will remain the same.
- In the CA component, the 10 marks given for assignment will be divided into two (5 marks for assignment and 5 marks for snap test).
- For the skill papers since it is not possible to conduct theory exams, the marks would be awarded as 60 marks for practical and 40 marks for CA.

Observations and clarifications by the Council Members

- Dr.Amudha verified if hands on training is given for SPSS and she was made to understand that hands on training is available in the lab work.
- Dr.Bushan got clarified about the availability of the licensed SPSS software.
- Fr.Rector suggested to convert the skill papers into pure internal papers and also added that the CA components of these papers can be changed according to the need.
- Dr.Babu enquired about the possibility of including 60 hours of library, and he was informed that it has been carried out for the past 34 years in the department.
- Dr.Kathiresan put forth that instead of implementing 60:40 it can be converted to 75:25 marks. But he was made aware that this difficulty has already been resolved.
- Dr.Kathiresan appreciated the skill subject Theatre Skills, but he also insisted that the end term examination of three hours for this paper is possible.
- Dr.Kathiresan asked for the distinction between assignment and work book assignment and the chairman explained that work book assignment will be an integral part of the subject content, whereas assignment may be an additional or extension work based on the subject content.
- Dr.L.Ravi insisted on including the student members in the board. He also noted that the labeling of papers as 30 hours paper (3 units) and 50 hours paper (5 units) should be carefully looked into. He asked whether the question paper pattern will be different for 3 units paper. The chairman clarified that there won't be any changes in the question paper.

Decision

Taking the suggestion of Fr.Rector it was resolved to have the skill paper as pure internal paper.

Department of Management Studies

Mr.Sasikumar presented the minutes of the board of studies. He presented the syllabus in two compartments:

- (i) The syllabus for the II MBA students for the Year 2017 - 18
- (ii) The completely restructured curriculum that will be practiced from 2017 - 18.

Observations and Clarification by the Members

- Dr.Bushan enquired and got clarified about the placement inputs for the curriculum. He also insisted to offer MBA systems as a specialization. He also appreciated the department for the field training offered by the department and insisted on to formulate the guidelines for the same. Dr.Bushan further added that for the skill electives offered by other departments, the subject experts should handle the subjects. He also insisted that the managerial aspects should be taught in the paper Management Information System instead of technical aspects.
- Fr.Additional Principal recommended changing the component name as language instead of grammar. He also pointed that in the restructured communicative English paper (since it is for imparting executive communication) the unit I Basic Communication can be excluded.
- Dr.S.Paul Raj mentioned that the components for Project Work should be 20 marks for the Viva and 80 marks for CA.
- Dr.S.Sagayaraj pointed out that in the subject Management Information System, the objectives are not reflected in the curriculum and the syllabus is complex.
- Dr.M.Maria Dominic insisted that this paper should be handled by MCA Department.
- Dr.L.Ravi mentioned that there is no flow among the units in the subject Management Information System. He also stressed to procure the licensed software wherever needed.
- Dr.D.Leslin suggested eliminating the Engineering related subjects from the list of papers.

Department of Counseling Psychology

Dr.J.Henry Rozario presented the minutes of the board of studies and presented the curriculum structure. Dr.Bushan asked for standardizing the reference list of books. The chairman agreed to make the necessary changes.

Concluding remarks

Fr.Principal thanked all the panel members, including the external members for taking all efforts to attend the meeting. He also thanked the Department Heads and the faculty members of Social Work, Counselling Psychology and Management Studies for their dedicated work to prepare the restructured curriculum. He also thanked for the services of Dr.Reni Sagayaraj, Dr.K.Ravi and Mr.J.Sunderrajan. He also thanked all the Heads of Departments and Mr. Soundar.

The meeting concluded after which the members went for a Group Photo and Lunch.