

Sacred Heart College (Autonomous), Tirupattur - 635 601
Minutes of the 33rd ordinary meeting of the Academic Council

Date: 01/03/2019

Prayer

Rev.Dr.D.Maria Antony Raj, Principal and the Chairman of the Academic Council started the meeting with a prayer. He beseeched the Lord Almighty to inspire and enlighten the members of the Academic Council to discuss and arrive at decisions relating to the academic growth of the institution keeping the welfare of the students in mind.

Welcoming and briefing of Agenda

Rev.Dr.D.Maria Antony Raj, Chairman of the Academic Council welcomed all the members of the academic council to the 33rd ordinary meeting of the academic council. He informed the members that all the members were invited one month in advance. He mentioned that the members including Dr.Ernest David, University Nominee, Dr.Bushan.D.Sudhakar, Rev.Dr.Alphonse Manickam SJ and Dr.Jagan Mohan Reddy, the Outstanding Experts have expressed their inability to attend the meeting on personal reasons.

The Chairman briefed the following as the agenda of the meeting:

- Introduction of Urdu as another option for Part-I, Language along with the existing Part-I languages Tamil, French and Hindi to cater to the needs of the Muslim students of the locality.
- The proposed Syllabi of B.A. (History), M.Phil (Economics), M.Sc., (Computer Science) would be presented by the respective Board of Studies Chairman.
- All the other boards would present the recommendations of their respective boards of studies.

Minutes of the 32nd ordinary meeting of the Academic Council

Dr.A.George Louis Raja, read the minutes of the 32nd ordinary meeting of the academic council held on 16th February, 2018. The minutes was put into discussion and the following corrections were suggested by the members.

Dr.F.Sagayaraj Francis, the Outstanding Expert pointed out that the term 'attestation' in the tenth line of the second paragraph under the heading 'Department of Mathematics' could be replaced with the term 'approval'.

Dr.F.Sagayaraj Francis also expressed that the statement 'the credits of the certificate courses will not be included for the CGPA calculation' should be included in the resolution of the minutes.

With the above amendments the minutes of the 32nd ordinary meeting of the academic council were accepted to be true and passed.

Plagiarism Policy

The discussion on plagiarism policy was initiated by the Chairman of the academic council in response to a query by Dr.S.R.Xavier Rajarathinam on the percentage of plagiarism to be permitted in the M.Phil dissertations and Postgraduate project reports.

The following points were put forth by the members:

- Dr.M.Jose mentioned that the University Grants Commission has published the guidelines for checking plagiarism in research and has enforced strict rules including the suspension of guideship of the supervisor on the violation of the prescribed norms.
- Rev.Dr.K.A.Maria Arokiaraj, Additional Principal expressed that the term similarity can be used instead of the term plagiarism. He opined that the similarity level cannot be the same for all the chapters.
- Dr.S.Paul Raj proposed that the level of plagiarism cannot be the same for all the disciplines, and should be customized for the Science, Arts and Humanities branches exclusively. He also added that the quality of research has improved after the introduction of plagiarism check.
- Dr.A.Albert Irudayaraj mentioned that the literature survey chapter should be excluded from plagiarism check and 30% should be the benchmark, since he has experienced that the narrative descriptions of the experimental results have to be the same in all the experiments.
- Dr.S.Sagayaraj conveyed that, leaving out the literature survey chapter during the plagiarism check will have only three or four more chapters to be put in for plagiarism check and may lead to the accumulation of 50% of plagiarism.
- Dr.D.Leslin proposed that the existing norms of the U.G.C can be followed for the M.Phil Dissertations and a committee can be convened to decide on the plagiarism policy for Postgraduate projects.

After a detailed discussion, it was decided to abide by the prescribed norms of U.G.C related to M.Phil Dissertations, research & publication and to allow 30% of plagiarism for the P.G projects which can be discussed and ratified in the Curriculum Development Cell.

Department of Life Education

Dr.C.Antonyraj, Chairman of the Board of Studies presented the recommendations by the Board of Studies. He notified that the board suggested the following:

- Prescribed new text books and recommended to prepare study materials for skill courses.
- Recommended to consult skill trainers to improve the quality of study materials.

The chairman mentioned that the recommendations of the Board are taken for consideration and will be implemented in the next academic year 2019-2020. The academic council members approved the recommendations of the board.

Department of Tamil

Dr.P.Selvakumar, Chairman of the Literature and M.Phil. Board of Studies presented that the board has recommended to continue with the existing curriculum for the Part-I (Tamil) and M.Phil (Tamil) programme. He presented a detailed curriculum of the newly proposed Part-I (Urdu) course along with the question paper pattern and after discussions; the academic council approved the curriculum. He also mentioned that it was agreed by the board to continue with the same pattern for the M.Phil (Tamil) programme, which was consented by the academic council.

Dr.P.Balasubramanian, Chairman of the Literature & UG & PG Boards of studies presented the recommendations of the board. He specified that the board has approved to follow the existing curriculum of B.A. (Tamil) and M.A. (Tamil) programmes, which was accepted by the academic council.

Department of English

Mrs.J.Mary Jenif, Chairman of the Literature Board of Studies presented that the board has consented to continue with the existing curriculum of Part – II (English) and B.A. (English) Programme. The recommendations of the board was presented and was accepted by the academic council.

Rev.Dr.K.A.Maria Arokiaraj, Chairman of the PG and M.Phil. Board of Studies briefed that the board has accepted to follow the existing curriculum of M.A. and M.Phil. (English) programmes and noted that the recommendations of the board will be considered in the future revision. Dr.K.Parthibaraja asked for an explanation about the 'English Language Teaching' in M.Phil., (English) and Rev.Dr.K.A.Maria Arokiaraj mentioned that it is a mandatory and an inherent course in M.Phil (English).

Dr.D.Leslin suggested to arrive at methods to improve the percentage of passes in Part-II (English) which can augment the overall pass percentage. Mr.N.Arul Doss and Rev.Dr.K.A.Maria Arokiaraj responded to him, stating that the decline in the pass percentage in Part-II (English) courses is connected with the proficiency of the students entering into the first year. They also added that, the quality cannot be compromised and the LSRW (Listening, Speaking, Reading and Writing) skills of the students have to be improved instead. They also added that this matter will be taken for discussion in the Curriculum Development Cell.

Department of Economics

Dr.J.Jacob Stanley Inbaraj, Chairman of the UG Board of Studies, mentioned that the board has resolved to follow the existing curriculum of B.A. (Economics), which was consented by the academic council.

Dr.A.Xavier Susairaj, Chairman of the PG Board of Studies, mentioned that it was recommended to follow the existing curriculum of M.A. (Economics) and presented a detailed syllabus and proposed curriculum for M.Phil (Economics). Dr.F.Sagayraj Francis intervened to know if Bloom's Taxonomy is followed in the structure of M.Phil. (Economics) and was clarified by the chairman. After discussions, the academic council approved the proposed curriculum and structure of M.Phil. (Economics).

Department of History

Dr.D.Leslin, Chairman of the Board of Studies, presented the proposed curriculum and structure of the new B.A. programme in History. He elaborately presented the curriculum and mentioned that the objectives, outcomes (including the general and skill/employability) are included in each course as per the directions of the board. He notified that the curricula of reputed autonomous colleges were referred to while framing the syllabus. He also highlighted that the majority of courses (22 courses) are drafted based on the Union Public Service Commission (UPSC), Tamil Nadu Public Service Commission (TNPSC- Group I and II) syllabi and self learning and certificate courses are inherent in the curriculum. Dr.A.Xavier Susairaj recommended to include Indian Economy as an allied subject for B.A., History programme. Dr.K.Ravichandran, the Outstanding Expert asked for the rationale behind including the 'Constitution of India' in the curriculum, and felt that the course was related to political science. Dr.D.Leslin responded that the course cannot be separated from History, since the constitutional history of India and the constitution of India are intertwined subjects. Rev.Dr.C.Antonyraj wanted a clarification on the content of Human Rights course, since it was taught in common for all the courses. Dr.D.Leslin pointed out that the course is included with a broader perspective. Dr.F.Sagayaraj Francis asked about the prospects of higher studies for the students taking up B.A. in History, and was responded by Dr.D.Leslin that they can avail Postgraduation in M.A. (English), M.A. (Tamil), M.A (History), M.B.A and more.

Department of Commerce

Dr.K.A.Maria John Joseph, Chairman of UG and M.Phil Board of Studies notified that the board has agreed to continue with the existing structure and content for the B.Com. and M.Phil. (Commerce) programmes. He also mentioned that the recommendations by the academic council during the previous meeting have been implemented. The changes include, inclusion of three units pertaining to Goods and Services Tax (GST) and the inclusion of Computer Applications in Accounting in the course 'Basic Financial Accounting' and renaming it as 'Basic Accounts and its Computer Applications'. He also mentioned that the course cannot be complemented with practicum due to the workload and instead demonstrations will be added during the tutoring of the course.

Dr.K.Anbalagan, Chairman of the PG Board of Studies conveyed that the board has accepted to continue with the existing curriculum and syllabus. The academic council consented to the recommendations of UG and PG boards of commerce.

Department of Commerce with Computer Applications

Mr.P.Saravanan, Chairman of the Board of Studies presented that the board has recommended to continue with the existing pattern and curriculum for B.Com. (Computer Applications) and it was accepted by the academic council.

Department of Business Administration

Mr.R.Veerappan, Chairman of the Board of Studies conveyed that the board has consented to adhere to the existing curriculum and syllabus of B.B.A programme and the academic council accepted the same.

Department of Mathematics

Dr.R.Murali, Chairman of the U.G Board of Studies mentioned that B.Sc., (Mathematics) and Allied Mathematics syllabi will be continued. Dr.A.George Maria Selvam, the chairman of the P.G Board of Studies specified that the syllabi of M.Sc., (Mathematics) and M.Phil (Mathematics) are unchanged. The academic council agreed to follow the existing curriculum and structure of B.Sc., M.Sc., M.Phil (Mathematics) programmes and Allied Mathematics.

Department of Physics

Dr.A.Albert Irudayaraj, Chairman of the UG Board of Studies and Dr.M.Jose Chairman of the PG Board of Studies presented that the existing syllabi and curriculum of B.Sc., M.Sc., M.Phil in Physics and Allied Physics is recommended to be continued by the board and the same was approved by the academic council.

Department of Chemistry

Dr.S.R.Xavier Rajarathinam, Chairman of the UG Board of Studies and Dr.V.Collins Arun Prakash , Chairman of the PG Board of Studies briefed that the existing syllabus and curriculum of B.Sc., M.Sc., M.Phil in Chemistry and Allied Chemistry will be continued as per the directions of the board. The same was consented by the academic council.

Department of Computer Science

Dr.L.Ravi, Chairman of the U.G and M.Phil. Board of Studies notified that the board has recommended to continue with the existing pattern and curriculum, and the academic council approved the same.

Dr.S.Sagayaraj, Chairman of the PG Board of Studies presented the syllabus and curriculum of M.Sc., (Computer Science) in detail. He mentioned 43% of change has been introduced in the revised curriculum. The detailed curriculum and syllabi were put into discussion. He mentioned that ample importance was given to incorporate python into the curriculum. Dr.F.Sagayaraj Francis asked the motive behind it, and was clarified that python was the state of art technology which has changed the art of programming and finds a place in all the aspects of information technology. Mr.N.Arul Doss opined that python also finds its application in mathematics and as a response Dr.F.Sagayaraj Francis added that python is huge and can be applied to all the domains. Dr.D.Leslin insisted to offer skill based computer papers to other disciplines. Dr.S.Sagayaraj replied that the recommendation would be considered and would be taken up in the Curriculum Development Cell (CDC).

Department of Bio Chemistry and Micro Biology

Mrs.S.Ananthalakshmi, Chairman of the UG Board of Studies notified that it was resolved to continue with the existing curriculum and syllabi for both B.Sc., (Biochemistry) and B.Sc., (Microbiology) programmes and the same were approved by the academic council.

Mrs.A.C.Gomathi, Chairman of the PG and M.Phil. Board of Studies presented that the syllabi of M.Sc., (Biochemistry) and Post graduate Diploma in Medical Lab Technology (PGDMLT) would be continued. The academic council consented to the same. Dr.L.Ravi suggested that the Biochemistry, History and English Board of Studies can expand the options for their students with respect to elective and allied courses.

Department of Computer Applications (UG)

Dr.M.Maria Dominic, Chairman of the UG Board of Studies presented that the existing syllabus and curriculum of B.C.A. The board has is recommended to be continue with the existing syllabus the academic council passed the recommendations of the board.

Department of Social Work

Dr.S.Paul Raj, Chairman of the PG and M.Phil Board of Studies conveyed that the existing curriculum and syllabus for M.S.W is recommended by the Board and presented the suggestions by the board to include credits for block field work and to include it for the CGPA calculation. The reports of the block field work will be evaluated to award credits. This was accepted by the academic council.

Department of Counselling Psychology

Rev.Dr.I.Joe Sanjay, Chairman of the Board of Studies presented the existing syllabus and said that it would be followed as per the recommendations of the Board of Studies and was passed by the academic council.

Department of Computer Applications (PG)

Dr.A.George Louis Raja, Chairman of the PG Board of Studies briefed that the existing syllabus and curriculum of M.C.A were recommended to be continued by the Board of Studies and the academic council agreed to the recommendation of the board to continue with the existing curriculum.

Department of Management Studies

Dr.S.Sasi Kumar, Chairman of the PG and M.Phil. Board of Studies presented the existing syllabus and curriculum of M.B.A and M.Phil and informed that will be followed as per the guidelines of the Board of Studies. He also briefed the changes in the papers of Post Graduate Diploma in Human Resource Management (PGDHRM), Post Graduate Diploma in Import and Export Management (PGDIEM), Post Graduate and Diploma in Logistics Management (PGDLM) courses. The same were discussed and approved by the academic council.

Resolutions

The following resolutions were made during the meeting:

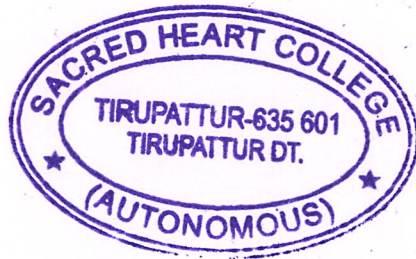
- It was decided to abide by the prescribed norms of U.G.C in terms of M.Phil. Dissertations, research & publication and to allow 30% of plagiarism for the P.G projects which can be discussed and ratified in the Curriculum Development Cell
- The Introduction of Urdu as another option for Part-I , Language along with the existing Part – I languages Tamil, French and Hindi was accepted with the proposed curriculum.
- The proposed Syllabi of B.A. (History), M.Phil (Economics), M.Sc., (Computer Science) were approved.
- The Life Education, Part-I (Tamil), Part-II (English) courses and B.A., M.A., M.Phil. (Tamil), B.A., M.A., M.Phil. (English), B.A., M.A. (Economics), B.Com., M.Com., M.Phil. (Commerce), B.Com. (Computer Applications), B.Sc., M.Sc., M.Phil. (Mathematics), B.Sc., M.Sc., M.Phil. (Physics), B.Sc., M.Sc., M.Phil. (Chemistry),


B.Sc., M.Phil. (Computer Science), B.Sc., M.Sc., M.Phil. (Biochemistry), B.Sc. (Microbiology), Post Graduate Diploma in Medical Lab Technology (PGDMLT), M.S.W., M.Phil., (Social Work), M.Sc., (Counseling Psychology), B.C.A., M.C.A., M.Phil. (Computer Applications), B.B.A., M.B.A., M.Phil., (Management Studies), Post Graduate Diploma in Human Resource Management (PGDHRM), Post Graduate Diploma in Import and Export Management (PGDIEM), Post Graduate and Diploma in Logistics Management (PGDLM) were approved by the academic council to be followed in their existing pattern with the incorporations of recommendations of the Boards of studies.

Conclusion

Rev.Dr.D.Maria Antony Raj, Chairman of the Academic council thanked the efforts of all the members of the council for their fruitful discussions to enrich the curriculum. He mentioned that as per the directions from U.G.C., the academic council has to be convened twice in an academic year, which will be practised in the next academic year. The academic council meeting ended with a group photo followed by the lunch.

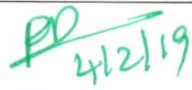


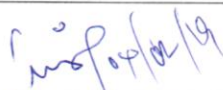
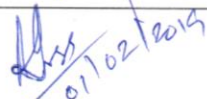

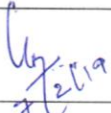
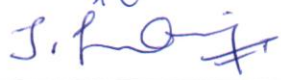
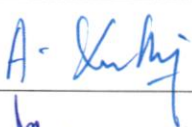



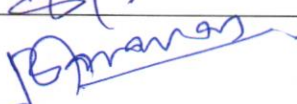



Minutes prepared by
Dr. A. George Louis Raja
Head, Dept. of MCA

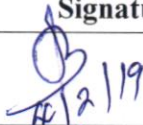
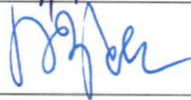



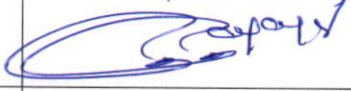















Principal 01/03/19
Principal
Sacred Heart College (Autonomous)
Tirupattur-635 601, Tirupattur - Dist

Sacred Heart College (Autonomous), Tirupattur, Vellore Dist.

33 Ordinary Meeting of the Academic Council 01.03.2019

S.No	Name of the Chairman	Signature
1	Rev. Dr. D. Maria Antony Raj Principal	
2	Rev. Dr. Praveen Peter COE	
3	Rev. Dr. C. Antonyraj, SDB Life Education & Skill Electives	
4	Dr. P. Selvakumar (General Tamil & M.Phil)	
5	Dr. P. Balasubramanian Tamil Literature (UG & PG)	
6	Mr. N. Arul Doss (General English & M.Phil)	
7	Mrs. J. Mary Jenif English Literature (UG)	
8	Rev. Dr. Maria Arokiaraj, SDB English (PG)	
9	Dr. J. Jacob Stanley Inbaraj Economics (UG)	
10	Dr. A. Xavier Soosairaj Economics (PG & M.Phil)	
11	Dr. D. Leslin History	
12	Dr. K.A. Maria John Joseph Commerce (UG & M.Phil)	
13	Dr. K. Anbalagan Commerce (PG)	
14	Mr. P. Saravanan Commerce (CA)	
15	Mr. R. Veerappan Business Administration	
16	Dr. R. Murali Mathematics (UG)	
17	Dr. A. George Maria Selvam Mathematics (PG & M.Phil)	

S.No	Name of the Chairman	Signature
18	Dr. A. Albert Irudayaraj Physics (UG & M.Phil)	
19	Dr. M. Jose Physics (PG)	
20	Dr. S.R. Xavier Rajarathinam Chemistry (UG & M.Phil)	
21	Dr.V.Collins Arun Prakash Chemistry (PG)	
22	Dr. L. Ravi Computer Science (UG & M.Phil)	
23	Dr. S. Sagayaraj Computer Science (PG)	
24	Mrs. R.Ananthalakshmi Biochemistry & Microbiology (UG)	
25	Mrs. A.C. Gomathi Biochemistry (PG & M.Phil)	
26	Dr. M. Maria Dominic Computer Applications (UG)	
27	Dr. S. Paul Raj Social Work & M.Phil	
28	Rev. Dr. Joe Sanjay Counselling Psychology	
29	Mr. A. George Louis Raja Computer Applications (PG) & M.Phil	
30	Dr. S. Sasikumar Management Studies & M.Phil	
31	Mr. A. Bento Devaraj Physical Education	
32	Mr. M. Selvam College Librarian	
33	Mrs. A. Josephine Sahaya Mala Co-opted Member	
34	Mr. S. Jayaraju Office Superintendent	
35	Mr. J. John Arockiaraj, Teacher Representatives	
36	Dr. K. Parthibaraja, Teacher Representatives	