



Sadakathullah Appa College

*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, *ISO 9001 : 2015 Certified*

Academic Council Meeting

Date: 19-08-2017

Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

August 2022



MEMBERS OF THE ACADEMIC COUNCIL

Chairman:

1. Mr. K. Rabi Ahamed, Principal (I/c)

W. R. Rabi

Special Invitee:

2. Alhaj. T.E.S. Fathu Rabbani, Secretary and Correspondent,
Sadakathullah Appa College Managing Committee.

University Nominees:

3. Prof. S. P. Dhanavel, Professor, Department of English, Indian Institute of Technology Madras,
Chennai-600 036.
4. Dr. K. Sethupathy, Head, Department of Physics, Indian Institute of Technology Madras,
Chennai-600 036.
5. Maj. Dr. M. Venkataramanan, Principal, Dwaraka Doss Goverdhan Doss
Vaishnav College (Autonomous), Arumbakkam, Chennai - 600 103.

Experts from outside the College:

6. Mr. K. M. Sathak Thamby, Former Professor of Zoology, Periyar EVR College, Tiruchy.
7. Mr. Mohamed Ibrahim, Globe Radio Company, Cheranmahadevi Road, Pettai,
Tirunelveli - 627 004.
8. Mr. U. Abdul Salam, 10/13, Paul Rawther Street, Palayamkottai, Tirunelveli - 627 002.
9. Mr. M. M. Dheen (Advocate), 8, Thiruvalluvar Street, Perumalpuram, Tirunelveli - 627 007.
10. Dr.K.S.M. Sheik Mohammed, M.B.B.S. Rtd. Civil Surgeon, 113, Main Road,
Kadayanallur-627 751

M. Sathak

M. Mohamed Ibrahim

U. Abdul Salam

Deans:

11. Dr. M. Kamalutheen, Dean of Sciences & Associate Professor of Chemistry.
12. Dr. M. Nazeer Ahamed, Dean of Arts & Associate Professor of History.

Director of Unaided Courses:

13. Dr. A. Abdul Kader, Head of the Department of English (P.G. & M.Phil.).

A. Abdul Kader

Controller of Examinations:

14. Dr. K. Subramanian - Controller of Examinations
15. Dr. S.H. Mohamed Ameen - Deputy Controller of Examinations &
Part IV Environmental Studies

K. Subramanian



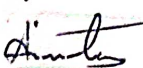
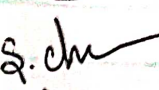
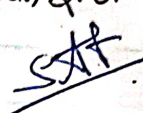



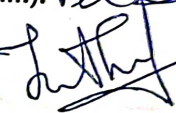
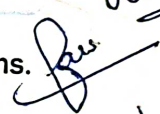



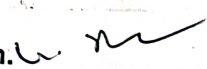


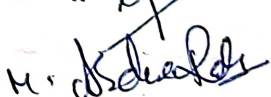
S.H. Mohamed Ameen

Department Representatives:

a) Aided Courses:

16. Dr. S. Mahadevan, Head of the Department of Tamil & Part - IV Value Education *J. V. S. 69*
17. Mr. J. Ubalyathullah, Head of the Department of Arabic & Part - IV Islamic Value Education *D*
18. Dr. S. Mohamed Haneef, Head of the Department of English (U.G.). *Haneef*
19. Tmt. A. Rashetha Begum, Head of the Department of Mathematics (U.G.). *AM*
20. Mr. S.M. Abdul Kader, Associate Professor of Physics. (UG) *S.M. Abdul Kader*
21. Dr. A. Syed Mohamed, Assistant Professor of Chemistry (P.G.) *Dr. A. Syed Mohamed*
22. Dr. M. Sheik Mohideen Badhusha, Assistant Professor of Chemistry (U.G.) & *B*
~~IQAC Co-ordinator.~~
23. Dr.M.I. Zahir Hussain, Assistant Professor of Zoology (PG) *M.I. Zahir Hussain*
24. Dr. M. Sithi Jameela, Head of the Department of Zoology. (UG) *Sithi Jameela*
25. Ms. M. Syed Ali Fathima, Assistant Professor of Botany. *M. Syed Ali Fathima*
26. Mr. A. Shakul Hamid, Head of the Department of Computer Science. (UG) *Shakul Hamid*
27. Mr. K. Sheik Thamby, Head of the Department of Economics. *K. Sheik Thamby*
28. Dr. B. A. Abdul Kareem, Head of the Department of Commerce. (P.G. & M.Phil.).
29. Dr. A. Hamil, Head of the Department of Commerce (U.G.) *A. Hamil*
30. Dr. M. Sulthana Barvin, Assistant Professor of Economics (Part V - Extracurricular Activities) *M. Sulthana Barvin*
31. Dr. A.H. Mohideen Badshah, Assistant Professor of History (PG) *A.H. Mohideen Badshah*
32. Mr.A. Abdul Azeez, Assistant Professor of History (UG)
33. *Mrs. P. Subathra, Asst. Director of Phy. Edu*
~~Mr. M. Syed Ali, Director of Physical Education.~~ *Subathra*
34. Dr.R.R. Saravanakumar, Department of Library & Information Science *R.R. Saravanakumar*


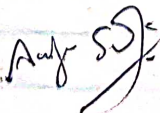
b) Unaided Courses:

35. Dr. R. Anusuya, Head of the Department of Tamil. 
36. Mr. S. Mohamed Hussain, Head of the Department of Islamic Studies. 
37. Tmt. L. Anita Gnanamuthu, Head of the Department of English (UG) 
38. Tmt. S.Christilda, Head of the Department of Mathematics (U.G & P.G.) 
39. Dr.S. Syed Ali Fathima - Department of Mathematics M.Phil. Board. 
40. Tmt. A. Zeenath Bazeera, Head of the Department of Physics (P.G.). 
41. Dr. S.H. Mohamed Ameen, Department of Physics M.Phil. Board 
42. Tmt. ^{V-UMA DEVI} ~~S. Shajun Nisha~~, Head of the Department of Computer Science (P.G. & M.Phil.). 
43. Tmt. J. Jannathul Firthous, Head of the Department of Computer Science (U.G.). 
44. Tmt. W. Fathima Farzana, Head of the Department of Computer Applications. 
45. Mr. R. Spurgen Ratheash, Head of the Department of Information Technology. 
46. Dr. R. Janet Rani, Head of the Department of Microbiology. 
47. Tmt. R. Swarnalakshmi, Head of the Department of Nutrition and Dietetics. 
48. Dr. K. Sheik Mydeen, Head of the Department of Business Administration. 
49. Dr. A. Jesuraj, Head of the Department of Commerce - I 
50. Dr. S.M.A. Syed Mohamed Khaja, Head of the Department of Commerce - II 
51. Mr.M.Abdul Rahman - Head of the Department of B.Com Finance 

University Senate Member:

52. Mr. K.A. Ameer Hamsha, Associate Professor of Computer Science,
Senate Member, Manonmaniam Sundaranar University 

Student's Representatives:

53. M.Mohammed Sikkandher - II M.Com 
54. S. Afrina - II M.A. English 

MEETING OF THE ACADEMIC COUNCIL

Date & Time : 19 - 08 - 2017 at 10.30 a.m.

Venue : Seminar Hall

AGENDA

1. Invocation - Mr. J. Ubaiyathullah,
Head of the Department of Arabic
2. Welcome Address - Mr. K.Rabi Ahamed
Principal (i/c)
Chairman, Academic Council
3. Resolutions of the Academic Council Meeting held on 27th February 2017 - Dr.M. Kamalutheen,
Dean of Sciences
4. Resolutions of the Governing Board Meeting held on 18th March, 2017 - Dr. M. Nazeer Ahamed,
Dean of Arts
5. Resolutions of the Planning and Monitoring Committee meetings held on 29.06.2017 & 12.07.2017 - Dr.M. Kamalutheen,
Dean of Sciences
6. Draft Resolutions of various Departments
 - a) Presentation of the Minutes of the meeting of the Boards of Studies - Chairman of respective Boards of Studies
 - b) Introduction of New Courses - Dr. A. Abdul Kader,
Director, Unaided Courses
 - c) Reports on Appeal and Grievances, Examination Discipline, Awards and Finance Committee - Dr. K. Subramanian,
Controller of Examinations
 - d) Presentation of the Results of the Semester Examinations of April 2017
7. Vote of Thanks - Dr. A. Abdul Kader
Director, Unaided Courses



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Minutes of the Academic Council Meeting held on 19.08.2017

The first Academic Council Meeting for the academic year 2017-2018 was conducted at 10.30 am on 19th August 2017 in the seminar hall. Mr.J.Ubaithullah, Head of the Department of Arabic, invoked the blessings of the Almighty through the recitation of verses from the Holy Quran. Mr.K.Rabi Ahamed, the Principal (i/c), welcomed the members present at the meeting – the experts from outside the College: Mr.K.M. Sathak Thamby, Former Professor of Zoology, Periyar EVR College, Tiruchy, Mr.U.Abdul Salam, Former Professor of Mathematics, Sadakathullah Appa College, Tirunelveli; Dr. K.S. Sheik Mohamed, MBBS, Retired Civil Surgeon, Kadayanallur; the two Deans: Dr.M.Nazeer Ahamed, Dean of Arts; Dr.M.Kamalutheen, Dean of Sciences; Director of Unaided Courses : Dr.A.Abdul Kader; Controller of Examinations : Dr.K. Subramanian; Deputy Controller of Examinations: Dr. S.H. Mohamed Ameen; University Senate Member : Mr.K.A. Ameer Hamsa and various Department and Student Representatives. The academicians shared their views on every item in the agenda and greatly helped in arriving at final resolutions.

Dr.M.Kamalutheen, Dean of Sciences, presented the resolutions of the Academic Council Meeting held on 27th February 2017. Following Dr.M. Kamalutheen, Dr.M. Nazeer Ahamed, Dean of Arts, read out the resolutions of the Governing Board Meeting held on 18th March 2017. Dr.A.Hamil, Head of the Department of Commerce (UG), sought clarification regarding the resolution made in the Governing Board that all the resolutions passed in the Academic Council and Governing Board Meetings should be circulated among all the staff members. Dr.M.Kamalutheen replied that it was yet to be implemented.

The Principal, pointing out that the activities of the SOP had been geared up, expressed his hope that the SOP Coordinator had been periodically preparing the reports to be submitted to the Governing Board Meeting. Dr.M.Kamalutheen answered that the SOP had so far completed three programmes, as outlined in their year plan, (2017-18) and that the reports had been duly prepared for the Governing Board Meeting. He further revealed that the IQAC had also been updating details to be furnished in the Governing Board report.

Dr.M.Kamalutheen then presented the resolutions of the Planning and Monitoring Committee Meeting held on 29th June 2017. With regard to the 2nd resolution that is, considering the recommencement of M.Sc. Microbiology from the academic year 2018-2019 onwards, Dr.A. Syed Mohamed, Assistant Professor of Chemistry, asked the Council to clarify whether M.Sc. Microbiology was going to be introduced a new from the next academic year or whether M.Sc., Industrial Microbiology, which was earlier offered and later withdrawn, was going to be reintroduced with a change of nomenclature as M.Sc. Microbiology. He also expressed his concern that change of nomenclature was impossible without getting approval for it from the University. Dr.A. Abdul Kader, Director of Unaided Courses asked Dr.R.Janet Rani, Head of the Department of Microbiology, whether there was any need for change of nomenclature or whether the course could be retained with the same nomenclature. Dr. R. Janet Rani replied that two sets of students (2011th & 2012th batches) had completed the course with the nomenclature: M.Sc. Industrial Microbiology and that they had faced practical difficulties while seeking jobs as the nomenclature had been too specific. She further said that she had already moved the resolution for the change of nomenclature in the year 2012 and it had been duly approved in the Governing Board Meeting and that a communication from the University had consequently arrived with the nomenclature: M.Sc. Microbiology. Dr.M. Kamalutheen informed the Council that a six-member panel had been sent from the College to the University asking for the University Nominee and

that a Board of Studies in M.Sc. Microbiology would be convened after receiving communication from the University.

Dr.K.S.M.Sheik Mohammed made a suggestion that the Department of Microbiology could very well start a course on Medical Microbiology. Dr. R.Janet Rani felt that the course needed a well-equipped laboratory and a hospital. The Council finally approved the change of nomenclature as M.Sc. Microbiology. Dr.S.Mohamed Haneef, Head of the Department of English (UG), pointing out to the 3rd resolution, came out with a suggestion to change of the nomenclature: B.A. English Literature as B.A. English. The Council approved the change. Dr.A.Syed Mohamed made a suggestion to upgrade the Department of Chemistry, Physics, Mathematics, Tamil, Zoology and Microbiology as Research Departments. The Council approved the resolution for the ungradation of the above six department as Research Departments.

At this juncture, a query was made about the members constituting the Planning and Monitoring Committee. Dr.M. Kamalutheen replied that the Committee was comprised of the Principal, the Director, the two Deans, the Controller and Deputy Controller of Examinations, the Bursar, the IQAC Coordinator and two senior members from both Aided and Unaided Courses. Dr.S.Mahadevan, Head of the Department of English, felt that all the Heads of the Departments should be its members and only then unanimous resolutions could be arrived at. Finally it was resolved to consult the Principal regarding the inclusion of all the HODs in the non-statutory body like the Planning and Monitoring Committee.

Draft Resolutions of two Boards of Studies were then read out by the respective chairmen. Dr.A. Hamil, Head of the Department of Commerce (UG), presented the minutes of the Board of Studies Meeting held on 9th August 2017. It was an integrated Board, comprising courses like B.Com., B.Com. (CA) and B.Com. (Finance), convened for reviewing the

syllabus framed on 23rd February 2016. The implementation of GST by the Indian Government had necessitated incorporating the same in the paper "Indirect Taxes" (Sub. Code : 15UCOE6A). The Controller made clear that the paper was meant for the current batch of final year students. The Council approved the reviewed syllabus.

Dr.R.R.Saravanakumar presented the minutes of the Board of Studies in B.L.I.Sc. (Bachelor of Library and Information Science) held on 9th August 2017. He made known that it was a one-year course with eight papers, including two papers on practicals and the eligibility for joining the course being any UG degree. The Council approved the syllabus.

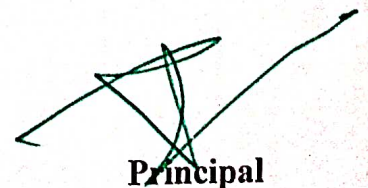
Dr.A.Abdul Kader, Director of Unaided Courses presented the resolution on the introduction of the above mentioned new course B.L.I.Sc. from the academic year 2018-2019. He strengthened his argument by detailing on the five thrust areas in higher education: framing of the syllabus, periodic updation of the same, innovative teaching methodology, commitment of the teachers and well-equipped laboratories and libraries. Dr.K.S.M. Sheik Mohammed insisted on the introduction of B.A. Arabic. The Director brought to the notice that there had already been a course on Islamic Studies and that there had been plans to change its nomenclature as B.A. Arabic. The Council approved the introduction of B.L.I.Sc. from the academic year 2018-2019.

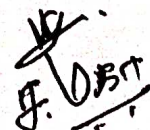
Dr.K.Subramanian, Controller of Examinations brought forth the report on Appeal and Grievances and Examination Discipline Committee Meeting held on 5th June 2017. He informed about the number of students involved in malpractice in CIA tests and Semester Examinations of April 2017. He then informed the Council about the implementation of online mark entry from the current semester onwards and insisted that one teacher ought to be in charge of one paper, though the paper had been handled by more. He also gave a detailed instruction on how to upload the

marks online. Further he said that from the coming semester onwards all the departments should send the questions for the CIA tests to the Controller's office online.

The Controller also presented another report on Appeal and Grievances and Examination Discipline and Finance Committee Meeting held on 10th August 2017. He pointed out that during the summer vacation a communication was received from the University about increasing the remuneration for invigilators and examiners and that it was implemented at once in our College. He revealed that it was to get the Committee's permission to raise the fee amount for semester examination that the meeting was convened. He further said that from the coming Monday onwards the controller's office was going to issue the application form for semester examinations and that the fee had to be paid online later. It had been planned that through public address system the class representatives would be called upon to collect the application form for the entire class and the application fee, Rs.90/- for one paper. He also announced that the certificates had been issued with eight security features and that from that academic year onwards they were going to introduce hologram in the certificate for security purposes. He also recorded his gratitude to the Secretary who looked into the grievances of the Controller's Office with utmost care. He also sought the cooperation of the staff members for the smooth execution of all implementations. The Controller then presented the results of the semester examinations of April 2017.

The Academic Council Meeting came to an end at 1.35 pm. with the Director of Unaided courses proposing the vote of thanks.


Principal


J. V. B. T.



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Resolutions of the Academic Council Meeting held on 19-08-2017

1. Resolution 1/2017/August

Resolved to approve the syllabus for the new unaided course B.L.I.Sc. which is to be introduced from the academic year 2018-2019.

2. Resolution 2/2017 /August

Resolved to have the nomenclature for the proposed P.G. course in Microbiology as M.Sc. Microbiology.

3. Resolution 3/2017/August

Resolved to approve the revised syllabus for the paper "Indirect Taxes" meant for the students admitted in June 2015 onwards in B.Com., B.Com. (CA) and B.Com. (Finance).

4. Resolution 4/2017/ August

Resolved to have a discussion with the Principal to include all the Heads of the Department in the non-statutory body - Planning and Monitoring Committee.

5. Resolution 5/2017/August

Resolved to upgrade the Department of Chemistry, Physics, Mathematics, Tamil, Zoology and Microbiology as Research Departments.

6. Resolution 6/2017/August

Resolved to approve the reports on the Finance Committee.

7. Resolution 7/2017/August

Resolved to approve the reports on the Awards Committee, Appeal and Grievances and Examination Discipline Committee.

8. Resolution 8/2017/August

Resolved to approve the results of the Semester Examination of April 2017, presented by the Controller of Examinations.

Principal

[Handwritten Signature]