



Sadakathullah Appa College

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

Academic Council Meeting

Date: 03-03-2018

Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

August 2022



MEMBERS OF THE ACADEMIC COUNCIL

Chairman:

1. Dr. M. Mohamed Sathik, Principal.

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. Prof. 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 - 600103.

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 - 627004.
8. Mr. U. Abdul Salam, 10/13, Paul Rawther Street, Palayamkottai, Tirunelveli - 627002.
9. Mr. M. M. Dheen (Advocate), 8, Thiruvalluvar Street, Perumalpuram, Tirunelveli - 627007.
10. Dr.K.S.M. Sheik Mohammed, M.B.B.S. Rtd. Civil Surgeon, 113, Main Road, Kadayanallur - 627 751

Deans:

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

Director of Unaided Courses:

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

Controller of Examinations:

14. Dr. K. Subramanian

15. Dr. S.H. Mohamed Ameen - Deputy Controller of Examinations.

16. Dr. A. Syed Mohamed, Assistant Professor of Chemistry, IQAC Co-ordinator & (HOD - P.G. Chemistry)

[Signature] 3/3/2018

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Department Representatives:

a) Aided Courses:

17. Dr. S. Mahadevan, Head of the Department of Tamil & Part - IV Value Education

[Signature] for univ 3/3/2018

18. Mr. J. Ubaiyathullah, Head of the Department of Arabic & Part - IV Islamic Value Education

[Signature] for 03/03/18

19. Dr. S. Mohamed Haneef, Head of the Department of English (U.G.)

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20. Tmt. A. Rashetha Begum, Head of the Department of Mathematics (U.G.)

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21. Mr. K.Rabi Ahamed, Head of the Department of Physics (UG)

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22. Dr. P.Jeslin Kanaga Inba, Assistant Professor of Chemistry (U.G.)

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23. Tmt.S. Mohamed Ramlath Sabura, Assistant Professor of Zoology (UG)

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24. Dr. M. Syed Ali Fathima, Assistant Professor of Botany

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25. Mr. A. Shakul Hamid, Head of the Department of Computer Science. (UG)

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26. Mr. K. Sheik Thamby, Head of the Department of Economics

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27. Dr. B. A. Abdul Kareem, Head of the Department of Commerce. (P.G. & Research Dept.)

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28. Dr. A. Hamil, Head of the Department of Commerce (U.G.)

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29. Dr. M. Sulthana Barvin, Assistant Professor of Economics (Part V - Extracurricular Activities)

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30. Dr. A.H. Mohideen Badshah, Assistant Professor of History (PG & Research Dept.)

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31. Mr.A. Abdul Azeez, Assistant Professor of History (UG)

[Signature]

32. Tmt.M.Muhamed Mariam, Assistant Professor of Applied Nutrition & Public Health

[Signature] 3.03.18.

33. Mr. M. Syed Ali, Director of Physical Education

34. Dr.R.R. Saravanakumar, Department of Library & Information Science

[Signature] 3/3/18

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. A.Rizwana, Head of the Department of Mathematics (U.G & P.G.)

39. Dr.S. Syed Ali Fathima - Department of Mathematics Research Board

40. Tmt. A. Zeenath Bazeera, Head of the Department of Physics (P.G.)

41. Dr. S.H. Mohamed Ameen, Department of Physics Research Board

42. Dr.M.I. Zahir Hussain, Assistant Professor of Zoology (PG & Research Department)

43. Dr. S. Shajun Nisha, Head of the Department of Computer Science (P.G. & Research Department)

44. Tmt. J. Jannathul Firthous, Head of the Department of Computer Science (U.G.)

45. Tmt. W. Fathima Farzana, Head of the Department of Computer Applications

46. Mr. R. Spurgen Ratheash, Head of the Department of Information Technology

47. Dr. R. Janet Rani, Head of the Department of Microbiology. (UG, PG & Research Dept.)

48. Tmt. R. Swarnalakshmi, Head of the Department of Nutrition and Dietetics

49. Mr.S.Shahul Hameed, Head of the Department of Business Administration

50. Dr. A. Jesuraj, Head of the Department of Commerce - I

51. Dr. S.M.A. Syed Mohamed Khaja, Head of the Department of Commerce - II

52. Dr. K. Sheik Mydeen - Head of the Department of B.Com Finance

53. Dr. V.Chinnathambi, Department of Physics, Research Co-ordinator

Student's Representatives:

54. M.Mohammed Sikkandher - II M.Com

55. N.A. Aafreen Suhura - II M.A. English

56. Dr. Kanna Mathan

Research Dept. & English M.

Kanna M.
3/3/18

MEETING OF THE ACADEMIC COUNCIL

Date & Time : 03 - 03 - 2018 at 10.30 am.

Venue : Seminar Hall

AGENDA

1. Invocation - Mr. J. Ubaiyathullah,
Head of the Department of Arabic
2. Welcome Address - Dr. M. Mohamed Sathik,
Principal / Chairman,
Academic Council
3. Resolutions of the Academic
Council Meeting held on 19th
August 2017 - Dr.M. Kamalutheen,
Dean of Sciences
4. Resolutions of the Governing
Board Meeting held on 23rd
September 2017 - Dr. M. Nazeer Ahamed,
Dean of Arts
5. 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 of Unaided Courses
 - c) Reports on Awards
Committee, Appeal &
Grievances and Examination
Committee - Dr. K. Subramanian,
Controller of Examinations
 - d) Presentation of the Results of
the Semester Examinations
of November 2017
6. Vote of Thanks - Dr. A. Abdul Kader
Director of Unaided Courses



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Minutes of the Academic Council Meeting held on 03.03.2018

The second Academic Council Meeting for the academic year 2017-2018 was conducted at 10.30 a.m. on 3rd March 2018 in the seminar hall. Mr.S.A. Mohamed Rafeek, Assistant Professor of Arabic, solicited the blessings of the Almighty through the recitation of verses from the Holy Quran. Dr.M. Mohamed Sathik, the Principal and Chairman of the Academic Council welcomed the members present at the meeting – 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 ; Mr.M.M. Dheen, Advocate; 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; various Department Representatives and student representatives.

The Principal introduced Dr.V.Chinnathambi, who had been recently appointed as the Research Coordinator, as necessitated by the fact that the College had been remarkably upgrading itself in research activities and that five Departments: Physics, Chemistry, Zoology, Mathematics and Microbiology had been additionally upgraded as Research Departments along with the existing four Research Departments. The Principal also made known the world record created by M.Senthilvel Kumar of III B.A. History of this Institution, by bowling with one hand for ten hours continuously, from 7.00 am to 5.00 pm in 450 overs and 2,700 balls on 12.02.2018. He also congratulated the Department of History for encouraging their student to undertake such a mission. The Principal also thanked the Alumni

Association for donating Rs.1,00,000/- for the purpose of setting up a 'Sangam Tamil Chair' in the Department of South Asian Studies at Harvard University. The Principal also informed the council about the College getting ready for the 3rd cycle of Autonomy Review with laudable achievements.

Dr.M.Kamalutheen, Dean of Sciences, presented the resolutions of the previous Academic Council Meeting held on 19th August 2017. Following this Dr.M.Nazeer Ahamed, Dean of Arts, read out the resolutions of the Governing Board Meeting held on 23rd September 2017.

Based on the Boards of Studies meetings held on 5th February 2018 (UG) and 7th February 2018 (PG), the minutes of the meetings were presented by the chairmen of the respective Boards of Studies for approval. The Council approved all the reports including the new syllabi framed for the years 2018-2021.

Dr.A.Abdul Kader, Director for Unaided Courses, justified the introduction of additional sections of B.A. English and B.Sc. Mathematics in the Unaided stream from the Academic year 2018-2019 onwards. He detailed the current higher education scenario, heavy demand for teachers, the need for colleges and universities to produce high quality teachers, and the need for girls to opt for higher studies etc. The Council approved the introduction of the two new courses.

Dr.K.Subramanian, Controller of Examinations brought forth the report on Appeal & Grievances and Examination Discipline Committee Meetings held on 11.12.2017. He informed the council about the number of students involved in malpractice in the CIA tests and semester examinations of November 2017 and the punishment meted out to them. He then presented the report on Awards Committee Meeting held on 12.12.2017. He made known the Committee's resolution to give either one or two as grace

marks in the subjects in which the pass percentage was lower than 75% in all UG, PG and M.Phil. courses. He also informed the Council about another resolution passed in the Committee - to fix only one chairperson and the needed number of chiefs for one integrated Valuation Board, based on station seniority. Dr.A. Syed Mohamed sought clarification of station seniority. The Controller replied that the Controller's office would follow the seniority list produced by the Principal. The Principal pointed out that out of the faculty members handling classes for UG and PG courses, the seniority list for UG and PG boards would be prepared regardless of aided and unaided variations. He further said that if two faculty members were appointed on the same date, their age would be considered as the next criterion. He also made known that PG and M.Phil. programmes would come under a single board. Dr.S.H.Mohamed Ameen suggested delinking PG and M.Phil. Boards. Dr.B.A. Abdul Kareem's view was contrary to this. Dr.S.Mohamed Haneef wanted to know whether this seniority would apply for both Valuation Board and Board of Studies. The Principal replied that fixing the chairperson based on station seniority would be applicable for both boards. The Principal further said that a committee comprising the Principal, the Director, the Dean of Arts, the Dean of Sciences, the Controller and the Deputy Controller would be soon convened in this regard and that the seniority list would duly be given to all the individual staff members. The Controller then presented the results of the semester examinations of November 2017. All the reports were duly approved by the Council.

Mr.K.Rabi Ahamed, Head of the Department of Physics, sought clarification of the fee structure for the final year UG and PG students for there had been complaints from the students that they had to pay an

additional amount of Rs.1,200/- online. Dr.B.A. Abdul Kareem replied that it was an amount recently demanded by the University from each student. He further said that the break-up details of the new fee structure would be put up on the notice board for the students' understanding.

The Council then moved on to the final item on the agenda – proposals received from various departments. Dr.V.Chinnathambi, the Research Coordinator, moved the resolution to frame the modalities to be followed for conducting the entrance and coursework examinations for research scholars. The Principal said that the Research Guides had to set the questions and hand over the same in sealed covers to the Controller, who would in turn conduct the examinations. He also said that each department could frame syllabi for courseworks on ten broad topics for which the Controller would generate subject codes. He further said that a committee comprising the Principal, the Research Coordinator, the Controller and the two Deans would be convened to frame the modalities for the same purpose.

Dr.A. Syed Mohamed, the IQAC Coordinator, then brought forth the proposal for the regulation of Career-Oriented Programmes (COP) and Massive Open Online Courses (MOOC). He came with the claim that Shift-II students could be offered Massive Open Online Courses (MOOC), as the infrastructure did not facilitate them to have certificate courses in the morning sessions. Dr.S.M.A. Syed Mohamed Khaja, Head of the Department of Commerce-II, suggested offering MOOC uniformly to both Shift-I and Shift-II students, to which Dr.A.Syed Mohamed explained that running certificate courses carried lot of marks in NIRF and therefore they could not be done away with. The Principal felt that not only course contents but even course-specific powerpoint presentations were available online and therefore

MOOC would certainly facilitate the Shift-II students. In this regard he said that a separate meeting for the Shift-II HODs and an awareness programmes for Shift-II students would be convened.

Dr.B.A.Abdul Kareem called attention to the fact that the first year students were admitted in the College based on the system-generated mark statements and therefore those mark statements needed to be duly scrutinized by the office staff later. The Principal said that the College was going to outsource this function to a Government organization, which would complete the task and submit the verification report within thirty days.

As Dr.B.A.Abdul Kareem was retiring that year, the Principal, the Director, the Controller and Dr.A.Hamil, his former student and colleague, felicitated him. Mr.U.Abdul Salam honoured him with a shawl.

The meeting came to an end at 1.30 pm with the Director proposing the vote of thanks.


Principal


J. D. S. T.



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Resolutions of the Academic Council Meeting held on 03-03-2018

1. Resolution 1/2018/March

It was resolved to approve all the reports of the Boards of Studies meetings including the new syllabi framed for the years 2018-2021.

2. Resolution 2/2018/March

It was resolved to fix the chairperson and chiefs for the Valuation Board and Board of Studies based on station seniority and to constitute a Committee comprising the Principal, the Director, the two Deans, the Controller and the Deputy Controller to decide on this.

3. Resolution 3/2018/March

It was resolved to approve the introduction of additional sections of B.A. English and B.Sc. Mathematics in the Unaided stream from the academic year 2017-2018 onwards.

4. Resolution 4/2018/March

It was resolved to convene a committee, consisting of the Principal, the Research Coordinator, the Controller and the two Deans to frame the modalities for conducting entrance and coursework examinations for the research scholars.

5. Resolution 5/2018/March

It was resolved to continue offering certificate courses for the Shift-I students in the afternoon and to offer Massive Open Online Courses (MOOC) for the Shift - II students. In this regard a special meeting for the Shift-II HODs and an awareness programme for the Shift-II students were to be conducted.

6. Resolution 6/2018/March

It was resolved to outsource the scrutiny of system-generated mark statements of the newly-admitted students to a government organization, which would complete the task and submit the verification report within thirty days.


Principal

