



Sadakathullah Appa College

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

Academic Council Meeting

Date: 02-03-2019

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:

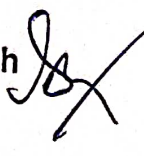
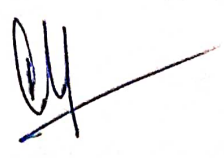
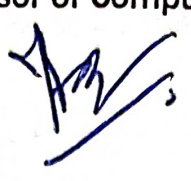
3. Dr.P.Madhava Soma Sundaram, Professor, Department of Criminology and Criminal Justice, Manonmaniam Sundaranar University, Tirunelveli. *July 21/19.*
4. Dr.S.Madhavan, Professor and Head, Department of Management Studies, Manonmaniam Sundaranar University, Tirunelveli. *02 Mar 2019*

Experts from outside the College:

5. Alhaj M.K.M. Syed Ahmed Kabeer, M.K.M. Jewellers, 939D, 70 Feet Road, Rahmath Nagar, Tirunelveli-627011. *M.K.M. Syed Ahmed Kabeer*
6. Dr.Mohammed Ibrahim, Consultant Surgical Oncologist, A1/F11, Second Floor, MKM Lotus Apartments, Sivanthipatti Road, Maharaja Nagar, Tirunelveli 627011. *M. Ibrahim*
7. Dr.B.A. Abdul Karim, Former Head, Dept. of Commerce and Bursar, Sadakathullah Appa College, Tirunelveli. *B.A. Abdul Karim*
8. Janab A. Mohamed Hussain, Advocate, 8F, Everest Street, Highground, Tirunelveli - 627011.
9. Mr.Kripakaran Krishnan, Partner and Chief Administrator, Nellai Motor TVS, 177/21A, Vannarpettai, Trivandrum Road, Tirunelveli - 627003. *Kripakaran Krishnan*

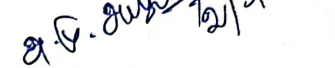


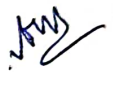

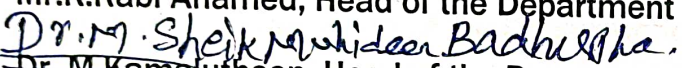

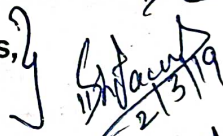
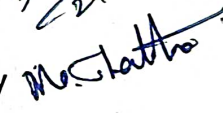
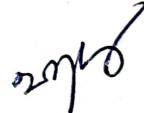


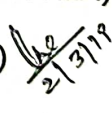
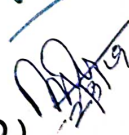

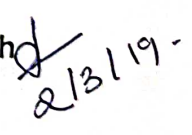

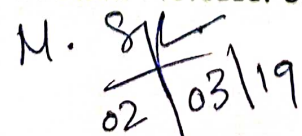
Director of Unaided Courses:

10. Dr. A. Abdul Kader, Head of the Department of English (P.G. & M.Phil.) *A. Abdul Kader*
11. Dr. S.M.Abdul Kader, Dean of Sciences, Dean of Sports & Associate Professor of Physics. *S.M. Abdul Kader*
12. Dr. S.Mahadevan, Dean of Arts, Associate Professor and Head of Dept. of Tamil. *S. Mahadevan*
13. Dr. S.H. Mohamed Ameen - Controller of Examinations & HOD of Physics (M.Phil. & Ph.D) *S.H. Mohamed Ameen*

14. Dr.A.Syed Mohamed, IQAC Coordinator, Head (i/c) of Chemistry (PG) & Research Head 
15. Dr.V.Chinnathamby, Research Coordinator. 
16. Mr.K.A.Ameer Hamsha, Associate Professor of Computer Science, Senate Member, Manonmaniam Sundaranar University. 

Department Representatives:

a) Aided Courses:

17. Dr. A.M. Ayub Khan, Associate Professor of Tamil  21/3/2019.
18. Mr. J. Ubaiyathullah, Head of the Department of Arabic  02/03/19
19. Dr. S. Mohamed Haneef, Head of the Department of English (U.G.). 
20. Tmt. A. Rashetha Begam, Head of the Department of Mathematics (U.G.). 
21. Mr.K.Rabi Ahamed, Head of the Department of Physics (UG) 
22. ~~Dr. M. Kamaludheen~~  Dr. M. Sheik Mohideen Badshah. 
23. Dr. M. Sithi Jameela, Deputy Controller of Examinations,  21/3/19
Head of the Department of Zoology (UG)
24. Dr. M. Syed Ali Fathima, Head of the Department of Botany 
25. Dr. A. Shakul Hamid, Head of the Department of Computer Science (UG) 
26. Mr. K. Sheik Thamby, Head of the Department of Economics
27. Dr. M.N.Mohamed Abusali Sheik, Head of the Department of Commerce (U.G.)  21/3/19
28. Dr. A.Hamil, Head of the Department of Commerce (P.G., M.Phil. & Ph.D.) 
29. Dr. A.H. Mohideen Badshah, Head of the Department of History (UG)  21/3/19
30. Dr.M.Nazeer Ahamed, Head of the Department of History (PG, M.Phil. & Ph.D.) 
31. Ms. M.Muhamed Mariam, Assistant Professor of Applied Nutrition & Public Health
32. Dr. M. Syed Ali, Director of Physical Education & Sports (i/c)  23/19  2/3/19
33. Dr.R.R. Saravanakumar, Librarian
34. Mrs.M.Fathima Beevi, Head (I/c), Library and Information Science 
35. Dr. M. Sulthana Barvin, Assistant Professor of Economics (Coordinator, Part V - Programme)  M. S/L 02/03/19

b) Unaided Courses:

36. Mr. M. Sathick Ali, Head of the Department of Tamil (UG) *Mh 203/3/19*
37. Mr. S. Mohamed Hussain, Head of the Department of Arabic (UG) *S. Mohamed Hussain 2/3/19*
38. Tmt. L. Anita Gnanamuthu, Head of the Department of English (UG) *L. Anita 2/3/19*
39. Dr.Kanna Muthiah, Head of the Department of English (Ph.D.)
40. Dr.Mallika, Head (i/c) of the Department of Mathematics (U.G & P.G.) *A. Mallika*
41. Dr.S.Firthous Fatima - Head (i/c) of the Department of Mathematics (M.Phil. & Ph.D.) *S. Fathous 2/3/19*
42. Tmt. A. Zeenath Bazeera, Head of the Department of Physics (P.G.) *A. Zeenath 02/03/19*
43. Dr.M.I. Zahir Hussain, Head (i/c) of Zoology (PG) & Research Head *M.I. Zahir 02/03/2019*
44. Dr. S. Shajun Nisha, Head of the Department of Computer Science (P.G., M.Phil. & Ph.D) *S. Shajun Nisha 2/3/19*
45. Tmt. J. Jannathul Firthous, Head of the Department of Computer Science (U.G.) *J. Jannathul 2/3/19*
46. Tmt. W. Fathima Farzana, Head of the Department of Computer Applications. *W. Fathima 2/3/19*
47. Mr. R. Spurgen Ratheash, Head of the Department of Information Technology *R. Spurgen 2/3/19*
48. Dr. R. Janet Rani, Head of the Department of Microbiology. (UG, PG and Ph.D.) *R. Janet Rani 2/3/19*
49. Tmt. R. Swarnalakshmi, Head of the Department of Nutrition and Dietetics. *R. Swarnalakshmi 2/3/19*
50. Mr.Shahul Hameed, Head of the Department of Business Administration. *Shahul Hameed 2/3/19*
51. Dr. A. Jesuraj, Head of the Department of Commerce - I *A. Jesuraj for S. Ramesh 02/03/19*
52. Dr. S.M.A. Syed Mohamed Khaja, Head of the Department of Commerce - II *S.M.A. Syed Mohamed Khaja 2/3/19*
53. Dr.K. Sheik Mydeen - Head of the Department of B.Com (Finance) *K. Sheik Mydeen 2/3/19*

Students' Representatives

54. R. Seyad Wasim Akram - III - B.B.A. *R. Seyad Wasim Akram*
55. R. Mariam Fathimal - III - B.Com. *R. Mariam Fathimal*
56. S. Aathira - III - B.A. - English *S. Aathira*

MEETING OF THE ACADEMIC COUNCIL

Date & Time : 02 - 03 - 2019 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 17th October 2018 - Dr. S.Mahadevan,
Dean of Arts.
4. Resolutions of the Governing Board Meeting held on 3rd November 2018 - Dr.S.M.Abdul Kader,
Dean of Sciences.
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) Reports on Examination Committee, Examination Discipline Committee and Awards Committee Meetings - Dr. S.H.Mohamed Ameen,
Controller of Examinations
 - c) Presentation of the Results of the Semester Examinations of November 2018 - Dr. S.H.Mohamed Ameen,
Controller of Examinations
6. Vote of Thanks - Dr. A. Abdul Kader
Director of Unaided Courses



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Minutes of the Academic Council Meeting held on 02.03.2019

The second Academic Council Meeting for the academic year 2018-2019 was conducted at 10.30 a.m. on 2nd of March, 2019 in the Seminar Hall. Mr.J.Ubaitullah, Head of the Department 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 – the University Nominees: Dr.P.Madhava Soma Sundaram, Professor, Department of Criminology and Criminal Justice, Manonmaniam Sundaranar University, Tirunelveli; Dr.S.Madhavan, Professor and Head, Department of Management Studies, Manonmaniam Sundaranar University, Tirunelveli; Experts from outside the College: Alhaj M.K.M. Syed Ahmed Kabir, M.K.M. Jewellers, Tirunelveli; Dr.Mohammed Ibrahim, Consultant Surgical Oncologist, Tirunelveli; Dr.B.A. Abdul Karim, Former Head, Department of Commerce and Bursar, Sadakathullah Appa College, Tirunelveli and Mr.Kripakaran Krishnan, Partner and Chief Administrator, Nellai Motor TVS, Tirunelveli; Director of Unaided Courses: Dr.A.Abdul Kader; Dean of Sciences: Dr.S.M.Abdul Kader; Dean of Arts: Dr.S.Mahadevan; the Controller of Examinations: Dr.S.H.Mohamed Ameen; the IQAC Coordinator: Dr.A.Syed Mohamed; the Research Coordinator: Dr.V.Chinnathamby; the Department Representatives of both the Aided and Unaided Courses and the Student Representatives.

The Principal detailed the most outstanding features of the Institution: the College being selected as one of the best ten

institutions in India by 'Knowledge Review', an international journal ; the College winning the Overall Championship consecutively for the second time at the 28th Manonmaniam Sundaranar University Intercollegiate Athletic Meet 2018-2019 in both men's and women's category; the College having applied for NIRF with a record of 10 articles in Web of Science indexed journals and 20 articles in Scopus indexed journals; the College being nominated by the NAAC as a Mentor Institution for the neighbouring non-accredited institutions; reforms in the Controller's Office like the introduction of (i) 10 point grade system (ii) Multiple Choice Questions (MCQ) in Part-A for PG programmes from the academic year 2019-20 and (iii) OMR sheets for entering marks in the semester examinations; the forming of IQAC Steering Committee to initiate the preparatory work for facing NAAC in the fourth Cycle; submission of the AQAR report; a new library of 13,000 sq.ft. nearing completion, to be inaugurated in the academic year 2019-2020; the construction of a separate wing for six Research Departments on the 2nd floor; the Chemistry faculty and IQAC Coordinator Dr.A.Syed Mohamed having served as a Research Fellow at Yeungnam University, South Korea; the College having been selected as a Participating Institution (PI) under Unnat Bharat Abhiyan Scheme, a flagship programme of the Ministry of Human Resource Development (MHRD), Government of India; the College having offered an awareness programme on PFMS for Principals from other colleges; the mega off-campus drive to be conducted 2nd time on 23rd of March with the arrival of 100 companies for recruitment; the College having contributed Rs.3,00,000/- to the victims of Gaja Cyclone; the conduct of one-time special examination for the students upto the 2007-batch, offering them an opportunity to clear the arrears; the Sadakath Research Bulletin being the only journal

approved by the UGC, among the Colleges affiliated to the Manonmaniam Sundaranar University and Dr.Nagalakshmi, a gynecologist being appointed as an additional doctor for the residents of the two Ladies' Hostels. He then felicitated the retiring staff members of that academic year: Mr.K.Rabi Ahamed, Head of the Department of Physics and Mr.M.Sheik Mohamed Ali, the Office Superintendent. Alhaj M.K.M. Syed Ahmed Kabir, an expert from outside the College, congratulated the institution on being selected as one of the ten best institutions by 'Knowledge Review'. He then requested the Chairman to pay homage to the 40 *jawans* who sacrificed their lives for the sake of our nation in the *Pulwama* attack. He also requested the Chairman to record the condolences on the sad demise of Hajiyani, F.Mahmoodah Beevi, wife of Alhaj. T.E.S. Fathu Rabbani, the Secretary of the College Managing Committee, on 27.02.2019. The members of the Academic Council observed a two-minute silence over this tragic demise.

Dr.S.Mahadevan, Dean of Arts, presented the resolutions of the previous Academic Council Meeting held on 17th of October, 2018. Following this Dr.S.M.Abdul Kader, Dean of Sciences, read out the resolutions and recommendations of the Governing Board Meeting held on 3rd of November, 2018. He then brought forth the resolutions of the Curriculum Development Cell Meetings held on 02.11.2018 and 03.01.2018. The first resolution passed in the Curriculum Development Cell Meeting held on 02.11.2018 was about the Programme and Course outcomes being incorporated in the syllabi and uploaded on the website. In response to a query made by the Principal about the completion of the task, Dr.S.M.Abdul Kader assured that the proof-read syllabi, incorporated with Programme and

Course Outcomes would be uploaded on the website by the end of March, 2019.

The third resolution was in connection with a separate meeting to be convened to discuss the matters regarding the M.Phil. project work. Dr.S.M.Abdul Kader said that a separate meeting had been convened as per the resolution and that Research Promotion Committees could be convened as had been done for the Ph.D. course work, with the Research Guides as the Conveners, the report being submitted to the Research Coordinator. The Principal felt that because of the delay in the submission of the M.Phil. dissertations, the results had to be released only at the following Awards Committee Meeting. So, he enquired whether another Awards Committee Meeting could be convened to release the results of the M.Phil. programme and supplementary examinations. Dr.S.Madhavan, the University Nominee, suggested that if the last date for the submission of the M.Phil. dissertation was fixed on 30th of April, the results for the M.Phil. programme could be released along with the results of other programmes. Dr.S.Shajun Nisha, Head of the Department of Computer Science (PG), reminded the Council that in the minutes of the Board of Studies Meeting, it had been recorded that the period for the M.Phil. programme was one year. Dr.S.Madhavan replied that there was no need for the course to be run for twelve months and that the concept of calendar work need not be followed in this regard. Dr.S.Mohamed Haneef, Head of the Research Department of English, asked whether it would be possible for the M.Phil. scholars to accomplish it, with paper publication in a reputed journal being mandatory. The two University Nominees, Dr.P. Madhava Soma Sundaram and Dr.S.Madhavan felt that for that academic year alone,

the scholars might be allowed to submit the dissertation along with the acceptance of a research paper in a journal. Dr.S.Madhavan further said that the qualifying examination for Ph.D. in the Manonmaniam Sundaranar University had been scheduled to be held on 20th of May and the Counselling for the same was on the third week of May. He added that the M.Phil. scholars had to submit the dissertations and to qualify themselves for the award of the Degree by 30th of April, 2019 to appear for the Ph.D. qualifying examination. Dr.A.Hamil, the Bursar and the Head of the Research Department of Commerce and Dr.M.Nazeer Ahamed, Head of the Research Department of History recommended the Council to implement it from the academic year 2019-2020 onwards. Dr.S.Madhavan convinced them that if the research process went concurrent with the classroom work, it could be possible for them to accomplish the task on time. It was finally resolved that in order to fall in line with the Ph.D. Qualifying Examination conducted in Manonmaniam Sundaranar University, the results of the M.Phil. programme had to be released by the first week of May, with the submission of M.Phil. dissertations by April 30th, publication or at least acceptance of a research paper in a journal being mandatory.

The point of discussion then turned on to the second resolution passed at the Curriculum Development Cell Meeting held on 03.01.2019 to offer one online course (SWAYAM, NPTEL, MOOC) for all the UG and PG students who join the College from the academic year 2019-2020 onwards. Dr.A. Hamil and Dr.A. Nazeer Ahamed felt that it need not be made mandatory for the UG programmes. Dr.A. Syed Mohamed, the IQAC Coordinator made it clear that if the courses were made mandatory, the credits to be fixed for the courses would be

within 140 credits, and if they were made optional, extra credits may be given. He also asked whether the courses had been discussed and approved at the Boards of Studies. Dr.S.Madhavan informed the members that the students were free to pursue the courses at any one of the six semesters and the mentors might assist twenty students per year to complete the courses and thereby enabling all the students to complete the courses within three years. Mr. Ameer Hamsha, the Senate Member and Associate Professor of Computer Science, expressed his fear that it might replace a teacher and he was also of the view that it might first be implemented in the Manonmaniam Sundaranar University for the UG Programmes. The Principal and Dr.S.Madhavan replied that it would not replace a teacher and that it was the teacher who was going to assist them throughout the process. They further said that students might select the courses available on the portal as per their need. Dr.M.Sithi Jameela, Head, Department of Zoology also expressed her fear regarding the affordability of the course and she too felt that it might be offered to the PG students first. She was also of the opinion that it would affect the pass percentage. The Principal answered that the SC and ST students and 80% mark-holders would be exempted from paying the fee and that 90% mark-holders would be recognised as gold-medalists. Dr. S.Madhavan advised that the College might pay the course fee of Rs.1000/- per student initially and that the amount could be collected from them in five installment with Rs. 200/- each for five semesters. Dr. A.M. Ayub Khan, Associate Professor, Department of Tamil and Mr. M.Sathick Ali, Head of the Department of Tamil (Unaided) requested the council to exempt the B.A. Tamil students from taking up the online course, as courses on Tamil major was not available on the portal. Dr. S. Madhavan answered that the exemptions have been

given to the Tamil major students in the University. The Principal detailed the benefits of the course: students who pass the course proudly holding a certificate from the central government, their e-mail IDs being registered in the MHRD and 90% mark-holders getting referred in private and government jobs. Dr.A. Syed Mohamed wanted to know whether the paper offered in a Department be within their curriculum or outside it. Dr.A. Abdul Kader, the Director of Unaided Courses, said that very easy courses like 'Soft Skills' and 'Communication Skills' were also available on the portal. Dr.A. Hamil wanted to know whether the students had to choose a course from their major alone. The Principal answered that it need not be so. Dr.S. Madhavan said that opting for interdisciplinary courses was the order of the day. He also suggested that a workshop might be conducted for the teachers in this regard. Mr.Kripakaran Krishnan, Partner and chief administrator, Nellai Motor TVS, expressed the view that though upgradation was very essential in the degitising world, online courses could first be offered to only a set of students as a trial. Dr. S.Madhavan informed the Council that the examinations could be rewritten within a week after the release of the results and if there were lot of failures in a course, the course itself would be removed from the portal. Ms.S.Aathira, the student representative wanted to know whether the course would be conducted within the class hours. The Principal replied that the students would be guided by the teachers during the class hours. Finally, it was resolved that an online course was mandatory for the UG and PG students, who join the College from the academic year 2019-2020 onwards and that the modalities for the same would be thoroughly studied by a committee before its implementation in the forthcoming academic year.

The third resolution passed in the Curriculum Development Cell Meeting, held on 03.01.2019 was about the question bank to be set with two hundred objective type questions for Part-A, per course. The Principal enquired the Deans about the steps taken towards accomplishing it. Dr.S.M.Abdul Kader said that it was part of the reforms made in the Controller of Examinations office. Dr.S.H. Mohamed Ameen, the Controller, felt that if the questions were to be set by the external members, it would be expensive. Dr.P. Madhava Soma Sundaram, University nominee was of the view that teachers, handling the units might set twenty questions per unit. The Principal and Dr.Mohamed Ibrahim felt that questions might be set by the external body. Dr.A. Abdul Kader pointed out that teachers might select the questions set by the students and offer tough distracters for them. Dr.S.M.Abdul Kader recommended that a workshop might be conducted to instruct the teachers on setting Multiple Choice Questions. Mr.K.Rabi Ahamed, Head, Department of Physics, came with a suggestion that distracters like 'None of these' and 'All the above' might be avoided while setting the questions. Dr. Mohamed Ibrahim, after appreciating the syllabi framed by the Department of Chemistry for the digital components incorporated in it, advised the council that the templates used in the Civil Service examinations might be used for this purpose. Finally it was resolved that the course instructor had to be in charge of setting the Objective Type Questions for Part-A and that a workshop had to be conducted in this regard.

Following this, the Department Representatives presented the draft resolutions of their respective Board of Studies Meetings held on 03.12.2018 for PG and 18.02.2019 for UG for approval. They made mention of the modifications made in the syllabi and the suggestion

made by the members of the Board of Studies. The Council approved all the reports.

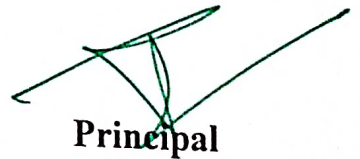
Dr.S.H. Mohamed Ameen, the Controller of Examinations, brought forth the reports on the Examination Discipline Committee Meeting held on 12.12.2018, the Awards Committee Meeting held on 19.12.2018, the Examination Committee Meeting-I held on 11.02.2019 and the Examination Committee Meeting - II held on 27.02.2019. He made known the resolutions passed in the Examination Committee Meeting - II held on 27.02.2019 to reduce the number of CIA tests from three to two, conduct special CIA tests for deserving candidates and introduce model test. Dr.S.H. Mohamed Ameen justified his claim for two CIA tests by pointing out to the fact that nearly 30% of the students absented themselves for the third CIA test. The Principal emphasized that the teachers had to see that all students took the third internal test. Dr.A. Hamil expressed his preference to the existing pattern of conducting three CIA tests. Dr. B.A. Abdul Karim, the Expert from outside the College, was of the view that if the model examination was not compulsory, no student would appear for the test and that the test had to be conducted only for few students. Finally it was resolved to continue with the existing system of conducting three CIA tests.

The Controller then presented the results of the Semester Examinations held on November, 2018. The Council approved the results.

The Council then moved on to the final item on the agenda: proposals received from various departments. Tmt. R.Swarnalakshmi, Head of the Department of Nutrition and Dietetics, moved the

resolution to change the nomenclature of B.Sc. Nutrition and Dietetics as B.Sc. Home Science with specialisation in Nutrition and Dietetics. After much deliberation it was resolved to form a subcommittee to discuss the matter further.

The meeting came to an end at 2.00 p.m. with Dr.A. Abdul Kader, Director of Unaided Courses, proposing a vote of thanks.



Principal

J. OBA



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Resolutions of the Academic Council Meeting held on 02-03-2019

1. Resolution 1/2019/March

Resolved that the proof-read syllabi, incorporated with the Programme and Course Outcomes be uploaded on the website by the end of March, 2019.

2. Resolution 2/2019/March

Resolved that, to fall in line with the Ph.D. Qualifying Examination in Manonmaniam Sundaranar University, the results of the M.Phil. programmes had to be released by the first week of May, with the submission of M.Phil. dissertation by April 30th, publication or at least acceptance of a research paper in a journal being mandatory.

3. Resolution 3/2019/March

Resolved that an online course (SWAYAM, NPTEL, MOOC) be made mandatory for the UG and PG students who join the College from the academic year 2019-2020 onwards.

4. Resolution 4/2019/March

Resolved that the course instructor for each course, be in charge of setting the Objective Type Questions for Part-A in this regard.

5. Resolution 5/2019/March

Resolved that the reports on the Board of Studies Meetings held on 03.12.2018 for PG and 18.02.2019 for UG be approved.

6. Resolution 6/2019/March

Resolved that all the reports submitted by the Controller of Examinations on the Examination Discipline Committee Meeting held on 12.12.2018, the Awards Committee Meeting held on 19.12.2018, the Examination Committee Meeting-I held on 11.02.2019 and the Examination Committee Meeting-II held on 27.02.2019, except his claim

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for two CIA tests along with a model test, instead of the existing three CIA tests.

7. Resolution 7/2019/March

Resolved that the results of the Semester Examinations held on November, 2018 be approved.

8. Resolution 8/2019/March

Resolved that a subcommittee be formed to discuss the change of nomenclature of B.Sc. Nutrition and Dietetics as B.Sc. Home Science with specialisation in Nutrition and Dietetics.


Principal

