

AUXILIUM COLLEGE (Autonomous)

(Re-Accredited by NAAC with A Grade with a CGPA of 3.41)

Gandhi Nagar, Vellore - 632 006

PASSING THE PREVIOUS MINUTES OF THE MEETING

The sixth ordinary meeting of the academic council was held at 10.00 a.m. on Tuesday 12th June 2012. The meeting started with a prayer by Dr.(Sr.) Ugini Fatima Mary L., Principal and Chairperson. The Chairman then introduced the new members and welcomed the members of the academic council. Dr. (Sr.) Ugini Fatima Mary presented the minutes of the fifth academic council which was held on 28th April 2011 and it was passed.

BUSINESS BROUGHT FORWARD:

Department of Tamil:

On behalf of the Chairman of the Board of Studies in Tamil, Sr. Arokia Jayaceli, Dr.(Sr.) Ugini Fatima Mary presented the syllabi for the Non-Major Elective course in Tamil for the students admitted in the academic year 2011-2012 onwards. Mr. Gopinath and Mr.Varadhan enquired whether the syllabus was easy for the students who have not studied Tamil. The Controller of Examinations, Sr. Alice K.T. explained that the course is prepared for the students who had not studied Tamil till 12th standard and it was made simple with only the basics. The syllabi were then ratified.

Department of English:

Ms. Eugene D'Rozario, Chairman of the English board presented the syllabi for Part II English for B.A./B.Sc., 3rd and 4th semester for the students admitted from 2012-2013 onwards, core papers of 1st and 2nd semester for B.A. English for the students admitted from 2013-2014 onwards, and English Language and Linguistics of semester VI for the students admitted from 2011-2012 onwards. Mr. Varadhan asked whether all the students study English. Ms. Eugene D'Rozario and Dr. (Ms.) Cecilia Venum explained that BBA/BCA students are taught General English in I & II semester and for all the other students General English is offered in I, II, III & IV semester. The syllabi were then ratified.

Department of Mathematics:

Ms. Nazareth Jereen Colette, Chairman of the Mathematics board presented the syllabi for B.Sc., Mathematics, Allied Mathematics for the students admitted from 2013-2014 onwards, the Allied papers on Numerical Analysis and Biostatistics for the students admitted from 2012-2013 onwards, and the syllabus of M.Sc., Mathematics for the students admitted from 2013-2014 onwards. For the question asked by Mr. Varadhan whether all the faculty members of the Department are qualified and eligible to teach the papers, the Chairman replied that the syllabi was designed after prior preparation and studies on the topics and most of the subjects

included were subjects that were studied by the faculty members. The syllabi were then ratified.

Department of Chemistry:

Dr. (Ms.) S. Jhancy Mary, Chairman of the Chemistry board presented the syllabi for Practical papers for the students admitted to B.Sc., Chemistry from 2011-2012 onwards , Allied Chemistry, M.Sc., Chemistry and M.Phil., Chemistry for the students admitted from 2013-2014 onwards. Mr.Varadhan asked when the students are intimated about the change in the syllabi. Dr. S. Jhancy Mary replied that the copy of the syllabi would be provided to the students after reopening. The syllabi were then ratified.

Department of Biochemistry:

Ms. Abi Beulah, Chairman of the Biochemistry board presented the syllabi for the Skill-Based Elective papers, Nutrition Education, Health Care for women for the students admitted from 2012-2013 onwards and Non-Major Elective papers, Diseases and Treatment, Therapeutic Agents for the students admitted from 2011-2012 onwards. Mr. Varadhan questioned whether separate lab facility is available for the students. Ms. Abi Beulah explained that the lab facility is available for main students and SBE and NME are theory papers offered to the students of the other departments. The syllabi were then ratified.

Department of Computer Science:

Sr. Alice.K.T, Chairman of the Computer Science board presented the syllabi for Practical paper Data Structure using C++ for the students admitted to B.Sc., Computer Science/BCA from 2012-2013 onwards and theory papers on Data Communication and Networking, Relational Data Base Management Systems, Software Engineering and Web Technology for the students admitted to B.Sc., Computer Science/BCA from 2011-2012 onwards, Practical on Information Technology and Accounting Software for BCA, Practical on Programming C, Computer Organization and Architecture , Fundamentals of Information Technology for BBA, Skill Based Elective papers, Introduction to Information Technology, Photoshop, Multimedia Tools, PC Hardware and Troubleshooting for the students admitted from 2013-2014 onwards. Mr. Gopinath and Mr. Varadhan asked whether enough computers are available for the use of students in the lab and whether qualified Professors are available to teach Java. Sr. Alice.K.T, the Chairman explained that individual computers are available to each student in the lab and there are professionally qualified staff members to handle Java. The syllabi were then ratified.

Department of Microbiology:

Ms. Gowri.B.V, Chairman of the Microbiology board presented the syllabi for the students admitted to B.Sc., Microbiology from 2013-2014 onwards, Cell Biology, Skill Based Elective on Laboratory Animal care and Non-Major Elective on Environmental Microbiology for the students admitted from 2011-2012 onwards and Skill Based Elective on Herbal Therapy for the students admitted from 2012-2013 onwards. Mr. Varadhan asked whether all the prescribed books are available in the Library and Ms.Gowri replied that the library has both latest editions of text books and reference books. The syllabi were then ratified.

Department of Communication Media:

Sr. Juliana Agnes Victor, Chairman of the Communication Media board presented the syllabi for the students admitted to M.Sc., Electronic Media from 2013-2014 onwards. For the question asked by Mr. Varadhan regarding experience in Practical training for the students, Sr. Juliana replied that there is an internship programme in the III semester where students visit various channels for internship training and present reports. The syllabi were then ratified.

Department of Commerce:

Ms. Hema Nalini, Chairman of the Commerce board presented the syllabi for the students admitted to B.Com from 2013-2014 onwards, Skill Based Electives on Skills for Professional Excellence and Guide to Consumers for the students admitted from 2011-2012 onwards. Dr. Varadhan asked whether auditors are invited and students given practical knowledge on auditing. Ms. Hema Nalini replied that the department is working on it to bring it under practice in the next academic year. Mr. Gopinath informed that Schedule VI was changed to International Balance Sheet as per the new norms from 31.3.2012. Ms. Hema Nalini enquired whether the regulations are passed and whether it can be included in the syllabi for the current batch students. It was approved by the council members. Mr. Kalaiarasan asked whether the students are taken for industrial visit and Ms. Hema Nalini replied that the final year students are taken. Mr. Varadhan questioned on the number of sections and acts in the paper, Law of Contracts I & II, the books used for reference and also whether there is a comparative study between Banking Law and Contract for which Ms. Hema Nalini replied that N.D. Kapoor book is used as the reference book and all the general and special acts are included in the syllabi. Ms. Hema Nalini also replied that discussions will be held in the future with the Staff members of the department on including the comparative study between Banking Law and Contract. The syllabi were then ratified.

Department of Economics:

Sr. Gertrude Nirmala, Chairman of the Economics board presented the syllabi for Allied Economics papers on Business Economics, Indian Economy and International Trade for the students admitted from 2013-2014 onwards and Non Major Elective on General Economics for students admitted from 2011-2012 onwards. The syllabi were then ratified.

Department of Business Administration:

Dr. (Ms.) Beulah Bharathi, Chairman of the Business Administration board presented the syllabi for BBA for the students admitted from the academic year 2013-2014 onwards, Skill Based Elective papers on Life Style Management, Professional Skills for Business communication for the students admitted from 2012-2013 onwards, I & II semester papers for MBA students admitted from 2013-2014 onwards. Mr. Gopinath and Mr. Varadhan enquired whether institutional training is available for the students for which Dr. (Ms.) Beulah Bharathi replied that for UG students 15 days of institutional training is given in the V semester and for PG students 1 month of institutional training is given in the IV semester. Ms. Beulah Bharathi also said that HR Managers are invited to give guest lectures on HR. Mr. Varadhan asked to Ms. Vijayalakshmi, Librarian to subscribe journals for reference. The syllabi were then ratified.

Department of Social Work:

On behalf of Mr.Ranjit Kumar, Chairman of Social Work Board, Dr.(Sr.)Ugini Fatima Mary presented the syllabi for MSW for the students admitted from the academic year 2013-2014 onwards and Human Rights for PG course for students admitted from 2013-2014 onwards. Mr.Varadhan asked whether field work is included in the syllabus and Sr.Ugini replied that every two days in a week is meant for field work which is compulsory for the students to complete their degree. The syllabi were then ratified.

Sr.Gertrude Nirmala, Chairman of the Ethics and Religion board presented the syllabi for Value Education and Christian Doctrine for all UG students admitted from 2013-2014 onwards and Skill Based Elective paper on Life Coping Skills for Women for the students admitted from 2012-2013 onwards. Mr.Gopinath suggested that Life Coping Skill is a general paper for both men and women and Sr.Ugini replied that the title of the paper shall be changed from "Life Coping Skills for Women" to "Life Coping Skills". Sr.Ugini also informed the members of the academic council that study materials for Value Education and Christian Doctrine are under printing and would be given to students during the second semester. The syllabi were then ratified.

Examination Reforms:

- Sr.Alice.K.T, Controller of Examination presented the Examination Results. The results were ratified. She also presented the examination reforms.
- It was decided to conduct I CA Exam and a project in II CA for Environmental studies paper for the students admitted from 2012-2013 onwards. It was approved by the members. It was decided to allow the final year students to take up only one paper which they have failed for supplementary examination which is conducted in June. The members approved it and ratified.

Dr.(Sr.)Ugini Fatima Mary.L. Principal and chairperson proposed the vote of thanks and dissolved the meeting of the Academic Council.