

**AUXILIUM COLLEGE (Autonomous)**  
*(Accredited by NAAC with A+ Grade with a CGPA of 3.55 out of 4 in the 3rd cycle)*  
**Gandhi Nagar, Vellore - 632 006**

**PASSING THE PREVIOUS MINUTES OF THE MEETING**

**Minutes of the Meeting**

**13.06.2018**

The twelfth ordinary meeting of the Academic Council was held between 10.30 p.m. and 1.00 p.m. The meeting began with invocation led by the Chairperson Dr. (Sr.) Regina Mary R. Dr. (Mrs.) Venum Cecilia P.A.A. Head, Department of English welcomed and introduced the Chairperson Dr. (Sr.) Regina Mary as she had taken office as the Principal of Auxilium College. The chairperson introduced the new member Sr. Amala Valarmathy A. Head i/c. PG Department of English and Teacher Representative.

The Chairperson passed the minutes of previous meeting.

**Business Brought Forward**

**Department of Tamil**

Dr. (Sr.) Arokia Jayaceli, Chairperson of the Tamil Board, presented the Regulations and syllabi for Tamil Part I for semester I, II, III and IV for students admitted from 2018-2019 onwards, and the syllabi for M.A. Tamil for students admitted from 2018-2019 onwards, under the semester pattern with choice based credit system. Dr. Thangaraj, University Nominee appreciated the syllabi for its comprehensive features and for having included writers from the Vellore region. He further added that the title of each paper could be

translated into English, instead of the transliterated names of the courses presented in the syllabi. Advocate Varadhan, Expert in Law asked if the members of the Tamil faculty are qualified to guide research projects. Dr. (Sr.) Arockia Jayaceli said all the members of the Tamil faculty had completed their doctoral research. Dr. (Mrs.) Venum Cecilia seconded the syllabi were then approved.

### **Department of History**

Ms. Dhanapackiam, Assistant Professor of History presented the syllabi for Allied papers for semester I, II, III and IV and for three core papers for students admitted from 2018-2019 onwards, for approval. Dr. Mohanalakshmika, Expert in Education asked as to why there was two discussions for the course 'Tourism'. Ms. Dhanapackiam replied saying that Tourism I for odd semester and Tourism II was for the even semester. Dr. Thangaraj suggested that a paper for practical research project on Tourism could be added. Dr. Navin Philip and advocate Varadhan suggested that the students visit the Archeological department in Vellore, and do some research on Tamil archives. Dr. Mary Agnes seconded the syllabi and the syllabi was approved.

### **Department of English**

Dr. (Mrs.) Venum Cecilia P.A.A., Head, Department of English presented the syllabi for B.A. English for students enrolled from 2018 – 2019 onwards, and for M.A. English for students admitted from 2018 – 2019 onwards. Dr. Thangaraj asked if the paper Theatre and Dramaturgy has a module for practical sessions in Theatre. Dr. Cecilia replied saying that the innovative component is awarded on the basis of a theatrical exercise presented in the form of enactments by students. Mr. Cyril Fernandez, asked if there is any paper on New Literature. Dr. Cecilia said there is a paper on New Literature in VI semester. Mr. Cyril Fernandez suggested that the UG students are given a project work in the final year, as admission into foreign Universities require a project work on experience in

research. Dr. Cecilia said that during the under graduation it is essential to make the students competent in language skills and the basis of literature, hence the B.A. students have 'English Language Skills' as the Allied Paper. Dr. Thangaraj added that as per Mr.Cyril's statement the foreign universities have research project as their degree programmes are for four years while in India it is for three years. Mr. Cyril added that Joseph Campbell's 'The Hero's Journey' be added in the syllabus. Sr. Amala Valarmathy replied saying that it is prescribed for M.A. English for the paper 'Classes in Translation'. Dr. Thangaraj requested a clarification as to whether Sugirtharani's 'Portrait of my Village' in the paper 'Literature of the Marginalised' is a translation or the original word. Sr. Amala Valarmathy said it is a translation. Dr. Isabella Rosaline, Head, Department of Botany seconded the syllabi and the syllabi was then approved.

### **Department of Microbiology**

Ms. Gowri, Chairperson of the Microbiology board presented the regulations and syllabi for B.Sc. Microbiology, skill-based electives and non-major electives for students admitted from 2016 – 2017 onwards, and allied Microbiology for I and II year students of Biochemistry admitted from 2018 – 2019 onwards. Advocate, Mr. Varadhan asked if the department of Microbiology in Christian Medical College, Vellore, Ms. Gowri said experts visit the department to give guest lectures to students. Dr. Thangaraj asked if the paper Waste Water Microbiology is meant for students from other departments or to students of Microbiology alone. Ms. Gowri clarified saying that it is meant for Microbiology students alone. Dr. Samuel David, Head, Training and Development, Christian Medical College said, the students can visit the 'Water Treatment Plant in CMC. Dr. Thangaraj suggested that Waste Water Microbiology can be offered as a certificate course on PG diploma course and Ms. Gowri expressed her concern about their practical classes. Dr. Thangaraj appreciated the paper 'Applied Aspects of Microbiology' which has a unit on composting. Ms. Hema Nalini, Chairperson of the Commerce board

suggested that the departments of Chemistry, Microbiology and Biochemistry can offer a certificate course in Waste Management. Ms. Hemanalini seconded the syllabi and the syllabi was then approved.

### **Department of Business Administration**

Ms. Preethi E. Assistant Professor of Business Administration presented the syllabi and regulations for BBA (Hospital Administration) for students admitted from 2018 – 2019 onwards, and Dr. Beulah Suresh, Head, Department of Business Administration presented the syllabi and regulations for one core paper and six electives for students enrolled in MBA in 2017 – 2018, for approval. Dr. Thangaraj asked if BBA (Hospital Administration) is a separate programme or BBA with Hospital Administration as a specialization. Ms. Preethi said it is an exclusive degree programme. Dr. Chitra, University Nominee inquired if BBA (Hospital Administration) students are eligible for MBA. Dr. Beulah said they are eligible to apply for MBA. Dr. Thangaraj suggested that the nomenclature of the degree programme be changed as BHA, and to include Karl Pearson's Correlation Regression in the paper "Medical Statistics – Dr. Chitra suggested that 'Testing of Hypothesis' be added in semester I, Ms. Preethi said it is added in the paper 'Research Methodology'. Mr. Cyril pointed out that in Research Methodology paper the modulation should be changed and 'planning' should be under Unit II. Dr. Chitra asked for clarifications as to whether the heading 'Case-study' concerns the hospital or a general case study. Ms. Preethi clarified saying 'case study' comes under the Principles of Management. Mr. Cyril Fernandez suggested in the Reading list for the paper "Medical Statistics", book by Levin and Ruby must be added. Dr. Mohanalakshmika and Dr. Chitra suggested that practical classes on SPSS should be accommodated on the syllabus. Mr. Cyril suggested that books on Patient or Hospital Logistics should be added in the reading list for the paper 'Logistics and Supply Chain Management'. Dr. Thangaraj asked whether the paper on 'Organ Donation' covers the

legal aspects as well. Ms. Preethi replied "it is added in the syllabus". Dr. Mohanalakshmika asked if the paper 'Communication Skills in Hindi' has practical sessions as well. Mr. Varadhan asked for clarifications on the difference between the job options for BBA (Hospital Administration) and MBA with Hospital Management as a specialization. Dr. Samuel David, clarified saying that the job options for BBA (Hospital Administration) is at the operational level and for MBA (Hospital Management Specialization) could be employed at the project level. Dr. Arockia Jayaceli seconded the syllabi and was then approved.

### **Department of Social Work**

Ms. Ruby Martin, Chairperson of the Social Work board presented the syllabi and regulations for students of MSW enrolled in 2018 – 2019 for approval. Dr. Navin Philip asked how many specializations are offered to the students. Ms. Ruby said the students have options namely

Dr. Mohanalakshmika asked if Trade Union Act is included in the syllabus. Ms. Ruby Martin replied saying that it comes under 'Labour Legislation'. Mr. Varadhan suggested that labour officers from the Government could be invited to give guest lectures on labour legislation. Dr. Samuel David suggested Mr. Samuel Abraham from Christian Medical College would be willing to give a guest lecture on labour legislation. Dr. Elsamma Cherian, Chairperson of the Hindi board seconded the syllabi and was then approved.

### **Department of Ethics and Religion**

Sr. Juliana Victor, Chairperson of the Ethics and Religion Board presented the syllabi and regulations for Christian Doctrine for under graduate catholic students enrolled in the year 2016-2017, for approval. Dr. Thangaraj suggested the units could be equally

divided between the V and VI semesters. He then seconded the syllabus and was then approved.

### **Certificate Course in Human Rights**

Ms. Dhanapackiam, Assistant Professor of History presented syllabi and regulations for UGC sponsored certificate course in Human Rights. Dr. Thangaraj asked if the course was meant for under graduate students, Ms. Dhanapackiam said it is open only for UG students. Mr. Varadhan seconded the syllabi and the syllabi was then approved.

### **Examination Reforms**

Sr. Alice K.T. Controller of Examinations presented the examination results and proposed the suggestions of the Examination Committee.

1. The staff in charge of each course uploaded the internal assessment marks on the web-based portal of Auxilium College.
2. It was decided by the standing committee that the students who were absent for Internal Assessment Exams and those who would to improve their Internal Assessment marks should be given an option to take up a III Continuous Assessment (CA) examinations which shall be conducted on Saturdays.

Dr. Thangaraj appreciated the idea of a III CA and clarified if there are any rules and norms of on the option for III CA, and added that it is better to keep the option open only for absentees.

Mr. Cyril Fernandez added that Module could be used for automation of all the academic activities.