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**Minutes of the Academic Council Meeting held on 14<sup>th</sup> September 2020**

The Academic Council meeting was convened with single point agenda on 14<sup>th</sup> September 2020 at 03:30 p.m. through Zoom portal. Mr. S. Benjamin Franklin, Dean of Arts, led the members into God's presence through prayer.

Rev. Dr. S. Mariadoss, S.J., the Chairman and Principal, extended a warm welcome to the members of the Academic Council. In his welcome address, he appreciated Dr. K. Senthamarikannan, Registrar in-charge and Dr. S. Sudhakar for accepting to attend the meeting with short notice of time. at M. S. University. The Principal expressed his gratefulness to Mr. G. Joseph Sahayaraj, Proprietor, Surya Garments, Palayamkottai. Dr. S. Thamarai Selvi, Vice-Chancellor, Tiruvalluvar University, could not attend the meeting.

The Principal congratulated the Chairman of the Expert Committee for online classes for having convened several frequent meetings to evolve suitable modalities to conduct both online classes for this academic year and April 2020 online semester examinations. Dr. K. Senthamarikannan also appreciated the efforts taken by the college to discuss and take decision on the procedure to conduct April 2020 online semester examinations.

Then, the Principal asked Dr. L. Louis Jesudass, Controller of Examinations to present the Plan A and Plan B which describes the method of conducting April 2020 online semester examinations. He elaborated the following details:

**PLAN A**

- ❖ Duration of the Examination : 90 minutes
- ❖ Total marks: 50
- ❖ Mode of online examination: Zoom portal, Google classroom or WhatsApp
- ❖ The question pattern: It is an open choice question paper from an already set question paper for 100 marks. MCQs: 10 marks. The remaining 40 marks will be short answer and descriptive type questions
- ❖ The questions will be sent to the teachers 30 minutes prior to Examination.
- ❖ The teacher has to upload or post the question paper to the students via Zoom portal, Google classroom or WhatsApp
- ❖ The students have to write the examination keeping the video on, on A4 size sheets one side only, with clear mentioning of Register No. Date, Page No., Subject title and code.
- ❖ The hand written answer scripts should be scanned and uploaded within 30 minutes of end of examination.
- ❖ The teacher has to verify the submission of answer scripts from all the students, value them and send the softcopies of the answer scripts to the HoD who is the chairman of the Board. The HoD in turn will submit the marks and the softcopies of the answer sheets to the Controller of Examinations.

## PLAN B

- ❖ Duration of the Examination : 3 hours
- ❖ Total marks: 100
- ❖ Mode of online examination: College website
- ❖ The question pattern: Question papers already scrutinized for traditional way of conducting examinations.
- ❖ The question papers will be posted in the college website 15 minutes before the start of examination.
- ❖ The students have to write the examination on A4 size sheets one side only, with clear mentioning of Register No. Date, Page No., Subject title and code.
- ❖ The hand written answer scripts should be scanned and sent to the email ids given on the website within 2 hours of end of examination.
- ❖ If any student is not able to send within the stipulated time, he has to send the answer scripts through registered post, speed post or courier to the College.

Dr. S. Sudhakar, requested to avoid any methods which require huge amount of power and high internet bandwidth as the students from this region may not have access to both. He recommended Plan B. One of the members Dr. A. Irudayaraj also suggested PLAN B, Dr. Y. Jeya Vinse Ruban suggested PLAN A and told that the majority of department members wants COE office to conduct examination and Dr. D. Prem Anand suggested PLAN B.

At this Juncture, Dr. S. Sudhakar proposed to have Higher Order Thinking questions for PLAN B. Dr. Louis Jesudoss insisted that the question papers are already set and it is difficulty to set another question paper for all the subjects within short duration is tedious.

Mr. Pinay Gash, Dr. Joseph Antony Raj, Dr. Francis Xavier, Dr S. P. Victor and Dr. Charlet opted Plan A Exam pattern with protocol of Plan B. Dr. V. S. Joseph Albert, Deputy Principal insisted that PLAN A and PLAN B cannot be mingled, therefore PLAN C emerged with the following protocol explained by Dr. K. Senthamaraikannan.

- ❖ The Controller of Examinations would send the question paper to the teacher assigned by the HoD to conduct that particular examination, 30 minutes prior to the examination.
- ❖ The teacher has to upload or post the question paper 15 minutes prior to the examination, via Zoom portal, Google classroom or WhatsApp
- ❖ The students are going to write the examination without any video monitoring.
- ❖ The students have to upload their answer scripts and sent to the teacher.
- ❖ The teacher has to submit the answer scripts along with marks after valuation, to HoD. The HoD in turn submits the same to the Controller of Examinations
- ❖ If the student submits answer scripts online, valuation will be online. If the student submits offline, valuation will be offline.

Then, points raised from HoDs on behalf of their department members that the Controller office should conduct the online examination in a centralized way.


The principal called for voting for PLAN C with option A (without assigning teacher to conduct exam) and option B (with assigning teacher to verify the attendance and receipt of answer scripts). Majority of the member opted option A and as the way their department members wanted. Few members such as Mr. Sanjay Gunasingh, Dr. Lizie Williams, Rev. Dr. A. Michael John, Director of XIBA, Mr. Franklin, Dean of Arts and Dr. M. Baby Mariyatra, Dean of Research & UGC Affairs strongly expressed their interest in option B, Plan C.

The Secretray, Rev. Fr. Alphonse Manickam SJ and Dr. K. Senthamaraikannan clearly indicated that examinations should be monitored by the teachers, not by the COE office. Then, PLAN C with option B was finalized unanimously to conduct April 2020 semester theory examinations.

The following resolutions are taken and approved by all the members of Academic Council.

- ❖ There will be single valuation for PG courses with the possibility of re-valuation.
- ❖ Practical examinations and UG, PG and MPhil project viva voce examination will be through online mode.
- ❖ Theory examinations will be conducted following the modalities described under PLAN C with option B.
- ❖ A detailed guidelines will be given by the Controller of Examinations

The meeting came to an end around 06.00 pm after approving the above resolutions.

  
Principal i/c  
**PRINCIPAL**  
**ST. XAVIER'S COLLEGE**  
(Autonomous)  
**PALAYANKOTTAI**

Francis Xavier

3:02 PM

R.Francis Xavier, HoD, Department of Tamil, St. Xaviers College, Tirunelveli

Lourdu Samy

3:02 PM

A. Lourdusamy IQAC Director St. Xavier's College Palayamkottai

Joseph Antony Raj

3:03 PM

Dr.J.Joseph Antony Raj, Head, Department of Folklore, St.Xavier's College, Palayamkottai

Michael John

3:03 PM

Fr.A.Michael John,SJ

Stella Jeril

3:03 PM

DR.P.STELLA, Head, Department of Business Administration, St.xavier's College, Palayamkottai

Siyon N

3:04 PM

T.C.Rajakumar, HOD, Associate Professor, Dept. of Computer Science, St. Xavier's College, Palayamkottai.

Thomas Alexander

3:04 PM

FR. Thomas Alexander, Coordinator, Jesuit Madurai Province, Palayamkottai

Ignacy Arockyaa S.J.

3:05 PM

Rev Dr Ignacy A, The Head, Department of Visual Communication, St. Xavier's College, Palayamkottai

Martin Arockiasamy

3:06 PM

Dr.Martin Arokiasamy Librarian st.Xaviers College

prem devarajan premanand

3:06 PM

Dr D Prem Anand hod assistant professor of physics st xaviers college palayamkottai

Michael John

3:08 PM

Rev.Dr.A.Michael John,SJ Director, XIBA, St Xavier's College, Palayamkottai.

You

3:10 PM

I request all the members to enter your name and designation for the purpose of recording the attendance.

Selvaraj Arulraj

3:12 PM

Dr.S.Arul Raj Head& Associate professor Mathematics Department St.Xavier's College Palayamkottai

You

3:21 PM

I request all the members to enter your name and designation for the purpose of recording the attendance.

You

3:22 PM

415  
Academic Council meeting on 21.10.2020 at 3.00 pm

Academic Council meeting on 21... X

People (34) Chat

Jaya Vinse Ruban 3:34 PM  
Yes Father

You 3:35 PM  
yes father

sara ravi 3:35 PM  
Yes father

Louis Jcusdass 3:35 PM  
yes father

Raja Paulraj 3:35 PM  
yes father

You 3:35 PM  
I updated all the members those who are yet to enter your name and designation. Kindly enter the same for the purpose of recording the attendance

charlet rose mary vijaya m 3:35 PM  
Yes Father

Academic Council me... ^

Recording Toolbar

25° 6:16 PM You

Recording Toolbar

You

2:56 PM

I request all the members to enter your name and designation for the purpose of recording the attendance.

Stella Jeril

2:57 PM

Very Good Afternoon Everybody

You

2:57 PM

At the end of the meeting, group photo will be taken

charlet rose mary vijaya m

2:58 PM

Dr. M. Charlet Rose Mary Vijaya, Head, Dept. of B.Com. Corporate Secretaryship, St. Xavier's College (Autonomous), Palayamkottai.

Good noon to All

Jaya Vinse Ruban

2:58 PM

Dr. Y. Jaya Vinse Ruban, Assistant Professor, Department of Chemistry, ST. Xavier's College, Palayamkottai. 627002.

S. Alphonsa alphonsa

2:59 PM

Dr. S. Alphonsa Head, Departm

You

2:59 PM

If you are disconnected at any time, please rejoin the meeting through the same link

Stella Jeril

2:59 PM

DR.P.STELLA, Head of the Department, Department of Business Administration, St. Xavier's College, Palayamkottai.

Sahaya Raj

3:00 PM

Dr. Sahayaraj Head. MSW Dept. St. Xavier's college, Palayamkottai

SXC Palayamklottai

3:00 PM

Henry Jerome SJ,

S. Alphonsa alphonsa

3:00 PM

Dr. S. Alphonsa Head, Department of Economics St. Xavier's College (Autonomous) Palayamkottai

Louis Jesudass

3:00 PM

Dr. L. Louis Jesudass

Francis Xavier

3:01 PM

R. Francis Xavier,

Victor S P

3:01 PM

Dr. S. P Victor

SXC Palayamklottai

3:01 PM

Department of Human Excellence

Joseph Antony Raj

3:01 PM

Dr.Joseph Antony Raj

Joseph Albert

3:01 PM

V. S. Joseph Albert, Deputy Principal, St Xavier's College, Palayamkottai

Louis Jesudass

3:01 PM

Dr.Louis Jesudass Controller of Exams SXC

Siyon N

3:01 PM

T.C.Rajakumar, HOD, Computer Science

Dr. Y. Justin Koilpillai

3:01 PM

Dr. Y. Justin Koilpillai, Assistant Professor and Head, Department of Botany, St. Xavier's College,

Palayamkottai

PRINCIPAL ST XAVIER'S COLLEGE

3:01 PM

Rev.Dr.S.Mariadoss, S.J. Principal i/c St.Xavier's College, Palayamkottai

Lizie Williams

3:01 PM

Dr. Lizie Williams, Assistant Professor and Head, Department of English, St. Xavier's College,

Palayamkottai

Selvaraj Arulraj

3:01 PM

S.Arul Raj Maths Department

aruldoss doss

3:02 PM

Dr.A.Arockia Dass , Head of Commerce Department, St.Xavier's College, Palayamkottai.

Benjamin Franklin

3:02 PM

S. Benjamin Franklin Dean of Arts St. Xavier's College (Autonomous) Palayamkottai

Raja Paulraj

3:02 PM

Dr. P. RAJA, Assistant Professor & Head, Department of Zoology, St. Xavier's College,(Autonomous)

Palayamkottai

sara ravi

3:02 PM

Dr.S.Saraswathi Head,Computer Applications Dept St.Xavier's College

Victor S P

3:02 PM

Dr. S. P. Victor, Dean of Science, Associate Professor, Dept. of Computer Science, St. Xavier's College,

Palayamkottai

Rajarajeswari S

3:02 PM

S.Rajarajeswari, Assistant Professor of English, St.Xavier's College, Palayamkottai

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# MINUTES OF THE ACADEMIC COUNCIL MEETING

## HELD ON OCTOBER 21, 2020

Date: October 21, 2020

Venue / Mode: Zoom Portal

Time: 03:10 pm.

### 1. INTRODUCTION:

On 21<sup>st</sup> October 2020 at 03.10 pm, the first Academic Council meeting for the year 2020-21 began with a prayer led by Dr. Baby Mariyatra, the Dean of Research and UGC Affairs.

### 2. ACKNOWLEDGEMENTS:

Rev. Fr. Principal and the Chairman of the Academic Council expressed his greetings and extended a warm welcome to all the members of the Council, who were present. He also informed the members that Dr. SenthamaraiKannan and Dr. Sudahar from MS University would join the meeting soon. He appreciated the members from the college and external members of the Council for their cooperation and expertise in the academic affairs of the college.

### 3. PRESENTATION, APPROVAL and RESOLUTIONS:

**Presentation 1:** Dr. S.P. Victor, the Dean of Science, presented the minutes of the previous Academic Council Meeting held on 14<sup>th</sup> September 2020. The minutes were confirmed and approved by the members.

**Presentation 2:** Dr. V.S. Joseph Albert, the Deputy Principal, presented the report on the BMS (Bachelors in Maritime Logistics). The report included the following:

1. In March 2020, an MoU was signed between LSC (Logics Sector Skill Council), India and St. Xavier's College, Palayamkottai.
2. BMS is an Apprentice based Logistics Programme.
3. St. Xavier's college is one among the six chosen college in India to offer this BMS programme.
4. The programme is inclusive of 40% theory and 60% practical
5. Monthly stipend during the apprenticeship is offered to the students by the Logistics Companies where the students work as apprentices.
6. A 100% employment opportunity is assured.
7. Eligibility to pursue this programme is +2 pass (any group).
8. A detailed syllabus will be presented after passing in the next Board of Studies.
9. The programme comes under the purview of Business Administration department.



The BMS programme was not initiated due the Covid19 this year and, therefore, he made a request to the council to approve the Programmeto be initiated in the next academic year 2021-22.

**Resolution 1:** The council approved the programme to be introduced next academic year.

**Presentation 3:** The revision of syllabus was presented by Mr.S. Benjamin Franklin, the Dean of Arts. "The college has the usual academic exercise of revising the syllabi of all the programmes once in three year. Last time it was carried out in 2018. Therefore, the next revision is due in June 2021", he presented. He also proposed that every department of the college could conduct department meetings with the agenda of syllabus revision in December 2020 and the revised version may be presented in Board of Studies in March 2021.

**Resolution 2:** The Council accepted and approved the proposal.

**Presentation 4:** Dr. S.P. Victor proposed that as the course on Environmental Studies (18UES31) has not been attached to any Department so far, it could be brought under the Department of Human Excellence.

**Resolution 3:** The Council resolved to bring Environmental Studies under the Department of Human Excellence.

**Presentation 5:** The Result of the Semester Exam April 2020, which was conducted online, was presented by Dr. Louis Jesudass, the Controller of Examination. He shared the procedures followed in the conduction of online semester exam. He informed that 3554 students have passed out of the appeared students of 3572. "The overall pass rate of the semester exam April 2020 accounted for 99 per cent", he said. The Controller appealed the Council members to allow the students, who had arrears on Extra Credit Courses (ECC) and who could not write those tests in the semester exam April 2020, in the forthcoming semester exam November 2020. Dr. V.S. Joseph Albert went in favour of the Controller's appeal by justifying that the extra credits are meant to be granting more credits which would be useful for those students during job recruitments. "It is a good proposal", added Dr.SenthamariKannan.

**Resolution 4:** The Council responded to Controller's appeal positively and said that those students may be allowed to write in the upcoming odd semester exam November 2020.

**Discussion 1:** Fr. Principal, Fr. Secretary and Dr.SenthamaraiKannan, the University representative, acknowledged the meticulous planning and conduction of the first ever online semester examination, and they appreciated the Controller and his team.

**Presentation 6:** Followed by the presentation of the Controller, the Academic Calendar for the year 2020-21 was presented by Dr.Lourdusamy, the IQAC Coordinator. He shared the month-wise schedule of the Calendar in a pictorial presentation highlighting the important events. Dr.SenthamariKannan appreciated him for presenting a well-worked out Academic Calendar. Fr.Principal responded that it was the University which gave the college the blue print first and that was found useful in making this Calendar. While presenting, he proposed to have single Continuous Internal Assessment (CIA) for the students of first year UG and PG. He reasoned out that the students are being admitted even now, and as classes are held online the students are yet to choose NME and SBE courses. Fr. Principal also added that the direction from the University shows that UG and PG admission could be extended till October 30, 2020. He also empathised for those students who could not attend the online classes due to poor economic background and poor internet connectivity.

**Resolution 5:** On these grounds, the Council approved single CIA to be conducted for the first UG and PG students and made it a point that an online mock test for these students shall be conducted before writing the single CIA online. The Council also recommended that the students, who could not attend the test, shall be allowed to appear for the test. Later, the Academic Calendar has got approved by the Council. Thus, the second CIA will begin on 16<sup>th</sup> November 2020 for II UG, III UG and II PG online. I UG and I PG will have a single CIA from 23<sup>rd</sup> November 2020. The semester exam for II UG, III UG and II PG will commence on 1<sup>st</sup> December 2020 while semester exam for I UG and I PG will begin on 14<sup>th</sup> December 2020. The even semester for II UG, III UG & II PG and I UG and I PG will start on 16<sup>th</sup> and 28<sup>th</sup> December 2020 respectively.

**Discussion 2:** Dr.Arockiadass, the Head, department of Commerce, appealed the Council and sought an exemption that the fifth unit could be dropped from teaching because of lesser time available due to the Pandemic situation. Dr.SenthamariKannan responded, "To my knowledge, no college has come out with such proposal so far and no instruction from the higher education department has come up."

**Resolution 6:** After discussing its pros and cons, the Council concluded not to exempt fifth unit from teaching and scraping from exam.

**Presentation 7:** The proposal was made by Dr.S.P. Victor to postpone the implementation of the CIA minimum with effect from June 2021 due to Covid19

**Resolution 7:** The Council decided to postpone the implementation of CIA minimum to June 2021.

**Presentation 8:** Heads of all the departments, on their turns, presented the minutes of the board of studies meeting held on 8<sup>th</sup> February 2020.

**Resolution 9:** Towards the end, it was resolved that minor changes in the syllabus may be undertaken now with the permission of the Principal and all the major changes shall be introduced during the next revision.

**Discussion 3:** Members, especially Dr.Arockiadoss and Dr.CharletVijaya, raised their concern regarding the inability of students to practice typewriting, shorthand and tally courses due to Covid19.

**Resolution 10:** It was decided that typewriting, shorthand and tally courses shall be exempted for this semester alone.

**Discussion 4:** The proposal of the Department of Folklore to treat the field work carried out by the first year MA students on par with that of the STAND programme was not accepted by Fr.Principal. He said that these two are to be treated separately.

Under any other matter, discussion was held on internship programmes. The Council encouraged the HoDs to organise Webinars, Seminars, Invited Lectures and Endowment Lectures online.

Rev. Fr. Principal, finally thanked members of the Council one by one and requested the HoDs to keep track of the long absentees and accompany the students at this unusual circumstances. The meeting came to an end at 6:15 pm.

  
PRINCIPAL i/c

Hand

**LIST OF MEMBERS**  
**St. Xavier's College (Autonomous) Palayamkottai**  
**ACADEMIC COUNCIL MEETING - 24-02-2021**

Place: Fr. Caussannel I

Time: 10.30 A.M.

Sl. No.	Name of the Staff	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Chairman & Principal i/c	[Signature]
2.	Rev. Dr. Alphonse Manickam S.J.	Secretary	[Signature]
3.	Dr. P. Arockia Jansi Rani.	University Nominee	[Signature]
4.	Dr. K. Selvakumar	University Nominee	[Signature]
5.	Dr. K. Swarnalatha	University Nominee	[Signature]
6.	Mr. Pinay Gash,	External Expert (Law)	[Signature]
7.	Mr. G. Joseph Sahayaraj.	External Expert (Commerce)	[Signature]
8.	Mr. Sanjay Gunasingh.	External Expert (Industry)	Absent
9.	Rev. Dr. D. Thomas Alexander, S.J.	External Expert (Education)	Absent
10.	Dr. S.P. Victor, Dean of Science	Nominated by the Principal (Member Secretary)	Absent
11.	Dr. V.S. Joseph Albert	Deputy Principal	[Signature]
12.	Rev. Dr. S. Arul Ravi, S.J.	Vice-Principal (Shift I)	[Signature]
13.	Dr. P. Xavier Raj	Vice-Principal (Shift I)	[Signature]
14.	Dr. L. Louis Jesudass	Controller of Examinations	[Signature]
15.	Dr. A. Lourdasamy	Director, IQAC	[Signature]
16.	Dr. M. Baby Mariatra	Dean of UGC & Research	[Signature]
17.	Dr. S.P. Victor	Dean of Science	[Signature]
18.	Prof. S. Benjamin Franklin	Dean of Arts	[Signature]
19.	Dr. Justin Koilpillai	Botany	[Signature]
20.	Dr. P. Stella	Business Administration	[Signature]
21.	Dr. Y. Jaya Vinse Ruban	Chemistry	[Signature]
22.	Dr. A. Arockiadass	Commerce	[Signature]
23.	Dr. T.C. Raja Kumar	Computer Science	[Signature]
24.	Dr. M. Charlet Rosemary Vijaya	Corporate Secretaryship	[Signature]
25.	Dr. S. Alphonsa / Dr. D. Golda Grace Duraisingh	Economics	[Signature]
26.	Dr. Lizie Williams	English	[Signature]
27.	Dr. J. Joseph Antony Raj	Folklore	[Signature]
28.	Rev. Dr. V. Henry Jerome S.J.	Human Excellence	[Signature]
29.	Rev. Dr. A. Michael John S.J.	Management Studies	[Signature]
30.	Dr. S. Arul Raj	Mathematics	[Signature]
31.	Dr. S. Saraswathi	MCA	[Signature]
32.	Dr. D. Prem Anand	Physics	[Signature]
33.	Dr. R. Sahayaraj	Social Work	[Signature]
34.	Dr. R. Francis Xavier	Tamil	[Signature]
35.	Rev. Dr. Ignacy, S.J.	Visual Communication	[Signature]
36.	Dr. P. Raja	Zoology	[Signature]
37.	Dr. C. Martin Arockiasamy	Library	[Signature]
38.	Dr. G. Peter Michael Raj	Physical Education	[Signature]
39.	Dr. C. Martin Arockiasamy	(Senior Staff)	[Signature]
40.	Dr. A. Irudayaraj	(Senior Staff)	[Signature]
41.	Dr. S.P. Victor	(Senior Staff)	[Signature]
42.	Dr. S. Raja Rajeswari	(Senior Staff)	Absent
42.	Mr. A. Manosan III B.A., English	Shift I (UG) (Student Rep)	[Signature]
43.	Mr. Vigneshraja II M.Sc.,	Shift II (PG) (Student Rep)	[Signature]

## MINUTES OF THE ACADEMIC COUNCIL MEETING

Venue: Caussanel Hall

Date: 24.02.2021

The third Academic Council meeting of the college for the year 2020-2021 was held on Wednesday, 24<sup>th</sup> February 2021, at 10:30 a.m. in Caussanel Hall. The proceedings were started with a prayer recited by Rev. Dr. M. Alphonse Manickam, S.J., Secretary.

Rev. Dr. S. Mariadoss, S.J., Chairman of Academic Council & Principal in-charge, introduced the new university nominees namely Dr.P.Arockia Jansi Rani, Associate Professor, Department of Computer Science and Engineering, M.S. University, Dr.K.Selvakumar, Associate Professor, Department of Mathematics, M.S. University and Dr.K.Swarnalatha, Associate Professor, Department of Chemistry, M.S. University. Fr.Principal i/c also gratefully remembered and thanked the former university nominees of the Academic Council for quality enhancement of the college. He extended a warm welcome to the Heads of various departments and the special invitees of the college. Three external experts namely Rev.Dr.D.Thomas Alexander, Mr.Pinay Gash and Mr.Sanjay Gunasingh could not attend the meeting due to various reasons. Dr. M. Baby Mariyatra, the Dean of Research and UGC Affairs, was nominated by the Chairman as the member secretary for this meeting in the absence of Dr. S.V. Victor, the Dean of Science. The Chairman explained to the members the reason why the special invitees were invited to the Academic Council. The Special Invitees had contributed to the academic growth of St. Xavier's College in the process of quality assurance. He also said that if voting was held on any particular matter, they would not participate.

### **A. Minutes of the Previous Academic Council Meeting**

The minutes of the previous Academic Council meeting held on 21<sup>st</sup> October 2020 were presented by Mr.S.Benjamin Franklin, Dean of Arts. The Council confirmed and approved the minutes.

### **B. Semester Results November 2020**

The semester results November 2020 were presented by Dr.L.Louis Jesudass, Controller of Examinations. He said that the Odd semester exam Nov. 2020 was conducted online in two phases; the first phase for II UG, III UG and II PG students from 02-12-2020 to 10-12-2020 and the second phase for I UG and I PG students from 14-12-2020 to 21-12-2020. It was reported by him that 3906 students appeared in the exam while 3705 passed with an overall pass percentage

of 94.85. The pass percentages recorded in UG courses and PG courses were 94.57 and 98.46 respectively.

Dr. P. Arockia Jansi Rani asked whether the college had admitted only the passed out students or also those who had arrears in the academic year 2020-2021. The Chairman replied that the college admitted the passed out students initially and those had arrears later. He added that the arrear results will be published once the directions are received from the higher education department and the University. Dr. P. Arockia Jansi Rani asked that what was the mode used to upload the questions and download the answer scripts during the semester exam. The Controller replied that modes like WhatsApp, Email and Google Classroom were used by the teachers as per their convenience. She also raised her concern on the low pass rate recorded in departments like Folklore despite it was an online examination. The Controller replied that it was due to the lower performance of those students in CIA components.

### **C. Presentation of the Minutes of Board Studies**

The Chairman invited the Heads of various departments to present the minutes of their respective Boards of Studies meetings.

1. Dr. R. Francis Xavier presented the minutes of the Board of Studies meeting held in Tamil Department. When he completed presenting the minutes, Dr.K.Selvakumar, University nominee, asked why the board was not represented by a university nominee. The Chairman responded that the college had sent several letters from February 2020 to the University for the appointment of new nominees to all the boards but there was no reply from the University. Dr.M.Baby Mariyatra, Dean of Research and UGC Affairs, added that the college had sent an administrative staff to the University, requesting to send the list of the University nominees. The college received the letter from the University consisting of the names of University nominees only on 8<sup>th</sup> February 2021. Dr.K.Selvakumar asked why the college could not wait till the response from the university was received. The Chairman said that the college plans the Academic Calendar at the beginning of every academic year and the date of the meeting of the Boards of Studies for this year was fixed on 06.02.2021. Later, the minutes of the Board of Studies of Tamil Department were approved.



2. Dr.A.Irudayaraj stood up and walked up to the University Nominees and submitted letters to them without the permission of the Chairman of the Academic council and said that the inclusion of the Special Invitees could not be accepted. The Chairman said that the composition of the Academic Council has been mentioned in the College Academic Calendar 2020—2021 and that the proceedings should continue for the benefit of students. Dr.P.Arockia Jansi Rani, University Nominee, said that the academicians other than the Heads of Departments could be present as Special Invitees.
3. Dr. J. Joseph Antony Raj presented the minutes of the Board of Studies meeting held in Folklore Department. It was resolved that the Field Work undertaken by the Folklore students cannot replace STAND Outreach Programme and that it was mandatory for Folklore students to participate in STAND programme.
4. Dr. Golda Grace, the Adhoc Chairperson appointed by the Principal in-charge, presented the minutes of the Board of Studies of Economics department. It was decided to incorporate in the syllabus the suggestions given by the external experts.
5. Dr. Lizie Williams presented the minutes of the Board of Studies meeting held in English Department. The minutes were approved by the Academic Council.
6. Dr.T.C. Raja Kumar presented the minutes of the Board of Studies meeting held in Computer Science Department. The minutes were approved by the Council.
7. Dr.D.Prem Anand presented the minutes of the Board of Studies meeting held in Physics department and the Council approved the minutes.
8. Dr.Y.Jaya Vinse Ruban presented the minutes of the Board of Studies meeting held in Chemistry Department. The Council reserved the conversion of the 'Everyday Chemistry' and 'Material Science' into Practical. The other revisions in the minutes were approved by the Council.
9. Dr. P. Raja presented the minutes of the Board of Studies meeting held in Zoology Department. It was resolved to treat the Interdisciplinary papers shared by Zoology Department with the Botany Department only as an Elective paper while the Elective paper and the Interdisciplinary paper shared with Chemistry Department can be retained. The items in the minutes were approved by the Council. It was also decided to bring into



the notice of the Principal in-charge regarding the recommendations of the Board of Studies and get them validated.

10. Dr. Justin Koilpillai, presented the minutes of the Board of Studies meeting held in Botany Department. It was decided that the recommendations made in the Board of Studies of ~~Academic~~<sup>Botany</sup> Department shall be brought before the Principal in-charge and those could be validated.
11. The minutes of the Board of Studies meeting held in Mathematics Department were presented by Dr.S.Arul Raj. The Academic Council approved the minutes. However, it was decided that the 8<sup>th</sup> item of conducting entrance test for PG admissions shall be brought under the Admission Committee meeting.
12. Dr. A. Arockiadass presented the minutes of the Board of Studies meeting held in Commerce Department and Academic Council approved those revisions.
13. Rev.Dr.A.Michael John S.J. presented the minutes of the Board of Studies meeting held in Department of MBA. It was reaffirmed that the unique course pattern of MBA department, which is coming under the AICTE, can be continued and the minutes were approved by the Council.
14. Dr.M.Charlet Rosemary Vijaya presented the minutes of the Board of Studies meeting held in Department of Corporate Secretaryship. The Council decided that Tally, ~~Accounting~~ and Typewriting courses should be treated obligatory:
15. The minutes of the Board of Studies meeting held in Department of BBA were presented by Mr.R.Murugesan. The minutes were approved by the Council.
16. Mr.R. Murugesan also presented the minutes of the Board of Studies meeting held in order to compose the syllabus for BMS—Bachelor of Management Studies (Maritime Logistics). The Council approved the syllabus and also extended approval to start the programme in the academic year 2021-22.
17. Rev.Dr.A.Ignacy, S.J. presented the Board of Studies meeting held in Department of Visual Communication. The minutes were approved by the Academic Council.
18. Dr.R.Sahayaraj presented the minutes of the Board of Studies meeting held in Social Work Department. The Academic Council approved the minutes.



19. Dr.S.Saraswathi, presented the minutes of the Board of Studies meeting held in MCA Department. It was suggested to correct the 3<sup>rd</sup> point as 'Professional English course as per TANSICHE syllabus' in BCA syllabus. Later, the minutes were approved.
20. Rev.Dr.V.Henry Jerome S.J., Director of School of Human Excellence presented the minutes of the Board of Studies meeting held in Human Excellence Department. The minutes were approved by the Council.

#### 4. Other Matters

With regard to the Core versus Elective, Dr.P.Arockia Jansi Rani, University nominee, suggested that an inclusion of Interdisciplinary courses could be maintained in the common curriculum structure.


By referring to one of the recommendations the Board of Studies of the Department of Zoology stating 'separate Board of Studies meetings could be convened for UG and PG by the Department of Zoology', it was suggested that the entire day could be used in case any department needs to have a prolonged discussion on revision matters and that the constitution of separate boards could not be accepted.

Dr.P.Arockia Jansi Rani, and Dr.K. Swarnalatha, University nominees, said that a common format could be followed by various departments during the presentation. They also suggested that participation of both staff and students in MOOCS and SWAYAM online courses could be encouraged. Dr.Y.Jaya Vince Ruban responded that around 250 students have so far registered in these courses.

It was suggested not to include student representatives in the Academic Council.

#### 5. Vote of thanks

Rev. Dr. S. Mariadoss S.J., Chairman, expressed his sincere appreciation to all the three University Nominees and Mr.Joseph Sahayarj, External Expert, for their active participation in the revision of curriculum. He acknowledged the sincere work done by the Controller of Examinations and his team and the cooperation extended by all the Chairpersons of various Boards of Studies. He thanked all the special invitees, senior staff and the student representatives for their valid contributions to the syllabus revision. There being no further business, the meeting came to an end at 4:15 pm.

  
PRINCIPAL i/c  
ST. XAVIER'S COLLEGE  
(Autonomous)  
PALAYAMKOTTAI

Gmail

Student Council St. Xaviers College, Palayamkottai <sxcdensoffice@gmail.com>

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**Minutes of Academic Council meeting**

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Dr.P.Arockia Jansi Rani <jansi\_cse@msuniv.ac.in>  
To: "Deans office, St. Xavier's College, TN" <sxcdensoffice@gmail.com>

Mon, Mar 29, 2021 at 9:12 AM

Thank you for your mail.

Approved.

[Quoted text hidden]

Gmail

Student Council St. Xaviers College, Palayamkottai <sxcdiansoffice@gmail.com>

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**Minutes of Academic Council meeting**

Deans office, St. Xavier's College, TN <sxcdiansoffice@gmail.com>  
To: jansi\_cse@msuniv.ac.in

Thu, Mar 25, 2021 at 10:24 AM

Respected Madam


Greetings from St. Xavier's College. Please find attached the minutes of the Academic Council meeting held on 24th February 2021. Kindly send us your comments and acceptance by tomorrow i.e 26.03.2021 Friday, 1 pm.

Thank you for your generous support

With Regards

M. Baby Mariyatra  
Dean of Research & UGC Affairs  
Assistant Professor of Chemistry  
St. Xavier's College (Autonomous)  
Palayamkottai 627 002

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 **MINUTES OF THE ACADEMIC COUNCIL MEETING 25.03.2021.docx**  
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Gmail

Student Council St. Xaviers College, Palayamkottai &lt;sxcdiansoffice@gmail.com&gt;

## Minutes of Academic Council Meeting

Sat, Mar 27, 2021 at 8:52 AM

selva kumar &lt;selva\_158@yahoo.co.in&gt;

Reply-To: selva kumar &lt;selva\_158@yahoo.co.in&gt;

To: "Deans office, St. Xavier's College, TN" &lt;sxcdiansoffice@gmail.com&gt;

Respected Sir/Madam,

Thank you for sending the minutes by at least now. The meeting has convened on 24.02.2021. We have received the copy of the minutes through email on 25.03-2021. In the mail, it is mentioned that send the acceptance and suggestions on or before 1.00pm, 26.03.2021. We are very busy with the Online classes and felt very bad on seeing this time limit. Anyway it is my responsibility to give my acceptance and comments to your mail.

Please include the following in the Academic Council minutes.

1. This is to state that the Board of Studies(BoS) held on 06.02.2021 by all the Departments without the University Nominee and the Chairpersons who convened the same were against the Government norms and UGC guidelines. Since it involved the entire Revision of the Syllabus which is crucial in the welfare of Student community, it is to be reheld.
2. This is to state that the Academic Council held on 24.02.2021 violated the Government norms and UGC guidelines in the composition of the same. **The presence and the argumentative stands of the Special Invitees was a major concern. It hurdled the smooth proceeding of the Academic Council throughout.**
3. This is to state the despite the objections raised by the Senior Member of Academic Council regarding the composition of the same, the meeting went on disregarding and ignoring the dissent voice by him.

With Regards

Dr. K.Selvakumar

Co-ordinator

Scheme C: UGC-NET/SET Coaching Class

Associate Professor

Department of Mathematics

Manonmaniam Sundranar University

Tirunelveli-12, Tamilnadu.

Ph No: 0462-2522024

Cell: 91 9442448593

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Gmail

Student Council St. Xavier's College, Palayamkottai <sxcdiansoffice@gmail.com>

Minutes of Academic Council Meeting

Sat, Mar 27, 2021 at 11:22 AM

Swarna latha <lathaswar@yahoo.co.in>  
To: "Deans office, St. Xavier's College, TN" <sxcdiansoffice@gmail.com>

Dear sir,

Thank you for sending the minutes. The meeting has convened on 24.02.2021. We have received the copy of the minutes through mail on 25.03.2021. Since, we are very busy with the University practical examination, am unable to respond immediately.

The following things may be included under Other matters:

1. We the University representatives felt bad that the BoS meeting for almost all the departments except one or two departments were arranged and conducted in the absence of the University Representative.
2. The University representatives will represent the issue - delay in receiving the communication from the University. (continuous representation to the University and couldn't receive response from the university and the college decides to convene BoS meeting in the absence of University Representatives)
3. The discussion about Professional English course in I & II Semesters may be included.

Rest of the things are included and I accept the same.

*with regards,*  
**K. Swarnalatha**

**K. Swarnalatha,**  
Associate Professor  
Department of Chemistry,  
Manonmaniam Sundaranar University  
Tirunelveli - 627 012  
mobile no. 99941 64804

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**LIST OF MEMBERS**  
**St. Xavier's College (Autonomous) Palayamkottai**  
**ACADEMIC COUNCIL MEETING - 24-02-2021**

Time: 10.30 A.M.

Place: Fr.Caussannel Hall

Sl.No.	Name of the Staff	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Chairman & Principal i/c	
2.	Rev.Dr.Alphonse Manickam S.J.	Secretary	
3.	Dr. P. Arockia Jansi Rani, Dept. of Computer Science & Engineering	University Nominee	
4.	Dr. K. Selvakumar	University Nominee	
5.	Dr. K. Swarnalatha	University Nominee	
6.	Mr. Pinay Gash, Advocate, Madurai Bench of Madras High Court	External Expert (Law)	
7.	Mr. G. Joseph Sahayaraj, Surya Garments, Palayamkottai	External Expert (Commerce)	
8.	Mr. Sanjay Gunasingh, Bell Pins Pvt. Ltd, Palayamkottai	External Expert (Industry)	Absent
9.	Rev. Dr. D. Thomas Alexander, S.J. Co-ordinator, Jesuit Hr. Education	External Expert (Education)	Absent
10.	Dr. V.S. Joseph Albert	Deputy Principal (Special Invitee)	
11.	Dr. S.P. Victor	Dean of Science, (Special Invitee)	Absent
12.	Rev. Dr. S. Arul Ravi, S.J.	Vice-Principal (Shift I) (Special Invitee)	
13.	Dr. P. Xavier Raj	Vice-Principal (Shift I) (Special Invitee)	
14.	Dr. L. Louis Jesudass	Controller of Examinations (Special Invitee)	
15.	Dr. A. Lourdusamy	Director, IQAC (Special Invitee)	
16.	Dr. M. Baby Mariyatra	Dean of Research & UGC Affairs, Member Secretary (Nominated by the Principal)	
17.	Prof. S. Benjamin Franklin	Dean of Arts (Special Invitee)	
18.	Dr. Justin Koilpillai	Botany	
19.	Dr. P. Stella	Business Administration	
20.	Dr. Y. Jaya Vinse Ruban	Chemistry	
21.	Dr. A. Arockiadass	Commerce	
22.	Dr. T.C. Raja Kumar	Computer Science	
23.	Dr. M. Charlet Rosemary Vijaya	Corporate Secretaryship	
24.	Dr. S. Alphonsa / Dr. D. Golda Grace Duraisingh	Economics	
25.	Dr. Lizie Williams	English	
26.	Dr. J. Joseph Antony Raj	Folklore	
27.	Rev. Dr. V. Henry Jerome S.J.	Human Excellence	
28.	Rev. Dr. A. Michael John S.J.	Management Studies	
29.	Dr. S. Arul Raj	Mathematics	
30.	Dr. S. Saraswathi	MCA	
31.	Dr. D. Prem Anand	Physics	
32.	Dr. R. Sahayaraj	Social Work	
33.	Dr. R. Francis Xavier	Tamil	
34.	Rev., Dr. Ignacy, S.J.	Visual Communication	
33.	Dr. P. Raja	Zoology	

	<del>Dr. C. Martin Arockiasamy</del>	<del>Library</del>	
35.	Dr. G. Peter Michael Raj	Physical Education	<i>cp. m. arockiasamy</i>
36.	Dr. C. Martin Arockiasamy	Librarian (Senior Staff)	<i>cp. m. arockiasamy</i>
37.	Dr. A. Irudayaraj	Associate Professor, Tamil (Senior Staff)	
38.	<del>Dr. S.P. Victor</del>	<del>Associate Professor (Senior Staff)</del>	
39.	Dr. S. Raja Rajeswari	Asst. Professor, English (Senior Staff)	<i>S. Rajeswari</i>
40.	Mr. A. Manosan III B.A., English	Shift I (UG) (Student Representative)	
41.	Mr. Vigneshraja II M.Sc., Mathematics	Shift II (PG) (Student Representative)	