



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

**MINUTES OF THE FOURTEENTH MEETING OF THE ACADEMIC COUNCIL OF
A.D.M. COLLEGE FOR WOMEN
HELD ON 17.08.2021 AT 10.30 a.m.**

**Dr.(Mrs.) R.Anbuselvi, Principal In- charge and Chairman Academic Council
Presided over the Meeting**

| | |
|--|--|
| Members Present:- | |
| Dr.A.S.Nageswaran, Ph.D., | Professor, Director, Council for College and Curriculum Development, Bharathidasan University, Tiruchirappalli – 24. |
| Dr.A.Sivakamasundari, M.A.,M.Phil.,Ph.D., (Representing Education) | Advisor, ADM College, No.12, Nadar Street, Velippalayam, Nagapattinam – 611 001. |
| Thiru.R.Paramanatham, (Representing Law) | Public Prosecutor Cum Government Pleader, Nagapattinam District, Nagapattinam. |
| Dr. R.Thirumurugan, M.Sc./M.Phil./Ph.D., (University Representative) | Professor, Department of Animal Science, Bharathidasan University, Trichirappalli. |
| Dr. V.Vinothkumar, M.A.(Eng), M.A.(MC&J), M.Phil., Ph.D. (University Representative) | Professor, Department of English, IQAC Director, Bharathidasan University, Tiruchirappalli. |
| Dr.P.Malliga, (University Representative) | Professor, Department of Marine Biotechnology, Bharathidasan University, Tiruchirappalli- 24 |
| Dr (Mrs.) V.Renuga | Secretary, Academic Council |
| Dr.R.Sophia Porchelvi | Controller of Examinations |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | |
|--------------------------------------|--|
| Mrs. R. Alamelu | Head, Dept. of History |
| Dr.(Mrs). S.Rajeswari | Head, Dept. of Economics |
| Dr.(Mrs.) N.Sarala | Head, Dept. of Mathematics |
| Mrs.S.Malathy | Head, Dept. of Chemistry |
| Dr.(Mrs.) Madhuramozhi Govindarajalu | Head, Dept. of Zoology |
| Dr.(Mrs.) N.Sampathlakshmi | Head, Dept. of Commerce |
| Dr.(Mrs.) T.Vasugi | Head, Dept. of Tamil |
| Mrs.V. Kannaki | Head, Dept. of English |
| Mrs. A. Madheswari | Head, Dept. of Statistics |
| Dr.(Mrs.) R.Priscilla | Head, Dept. of Physics |
| Dr.(Mrs.) K.Arul Marie Joycee | Head, Dept. of Computer Science |
| Dr.G.Sabithra | Head, Dept. of Bio-Chemistry |
| Ms.R.Kavitha | Head, Dept. of B.B.A. |
| Dr.(Mrs.) M.Kaliammal | Head, Dept. of Geology |
| Dr. (Mrs.) V.Uma | Director of Physical Education |
| Dr.(Mrs). R.Vijayalakshmi | College Librarian |
| Mrs.J.Suganya, | Assistant Professor of Computer Science, Coordinator, B.Voc., Programme |
| Mrs.B.Revathi | Assistant Professor of Zoology Coordinator, B.Voc., Programme |
| Dr.(Mrs.) R.Krishnaveni | Associate Professor of Commerce |
| Dr.(Mrs.) R.Manimozhi | Assistant Professor of English/ Co-ordinator – IQAC. |
| Dr.(Mrs.) R.Latha | Assistant Professor of Commerce |
| Dr.N.Lavanya | Assistant Professor of Physics |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | | |
|---------------|------------|---|---|
| Res.No.1/2021 | Agenda | : | To read and record the notice of the meeting. |
| | Resolution | : | Read and recorded. |
| Res.No.2/2021 | Agenda | : | To confirm the minutes of the last meeting. |
| | Resolution | : | Minutes of the last meeting was confirmed. |
| Res.No.3/2021 | Agenda | : | To record the leave of absence. |
| | Resolution | : | The Academic Council has granted leave of absence to Thiru. CA. V.K.Viswanathan as he has expressed his inability to attend the meeting. |
| Res.No.4/2021 | Agenda | : | To review the action taken on earlier resolutions. |
| | Resolution | : | Action taken on earlier resolutions were approved by the council. |
| Res.No.5/2021 | Agenda | : | To approve and ratify the scheme and structure of all disciplines - UG 2019-2022, 2020-2023 Batch, PG 2019 -2021,2020-2022 Batch , M.Phil. 2020-2021 Batch, and B.Voc Programme - report to be tabled by the respective HODs as Academic Council was not conducted for the period 2020-21 due to Covid 19 Pandemic period. |
| | Resolution | : | Resolved to approve and ratify the scheme and structure of all disciplines - UG 2019-2022, 2020-2023 Batch, PG 2019 - 2021,2020-2022 Batch , M.Phil. 2020-2021 Batch, and B.Voc Programme. |
| Res.No.6/2021 | Agenda | : | To consider and approve the recommendations of the Board of Studies for implementing the structured syllabi for <ul style="list-style-type: none"> • UG, B.Com Embedded Programme, B.Voc Programme, PG and M.Phil under CBCS pattern for 2021-2024 Batch, 2021-2023 Batch,2021-2022 Batch. • Value Added Courses (UG) • Add on Course (PG) Presentation of approved syllabus by the respective HoD's |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | |
|---------------|------------|--|
| Res.No.6/2021 | Resolution | <p>:</p> <p>The Academic Council resolved to the approve the structure, scheme and syllabi of all discipline with the following suggestions:</p> <p>History</p> <ul style="list-style-type: none"> • It was resolved to include the course 'India and her Neighbours' as a core course. • Students undertaking Field Visit should submit a report. <p>Economics</p> <ul style="list-style-type: none"> • It was resolved to introduce Micro Economics instead of Indian Economic Development for the first year. • It was advised to introduce Marketing as Allied Course instead of Statistics – III for II year UG Programme. <p>Mathematics</p> <p>It was suggested to offer the following Skill Based Elective for UG Programme :</p> <ul style="list-style-type: none"> • 'LATEX' • Data Analysis <p>Chemistry</p> <p>It was suggested to give the Allied Mathematics as follows – Mathematics II – Theory changed to Mathematics II Practical.</p> <p>Commerce</p> <p>Awareness and knowledge about the Professional Courses Like CA, CMA and ACS should be given to students by inviting guest lecturers / Resource person.</p> <p>Biochemistry</p> <ul style="list-style-type: none"> • It was suggested to change the title of the Core Course IV in Semester – III "Human Physiology" as "Human Physiology and Anatomy". • It was suggested to change the title of the Allied Practical Course – II " Microbial, Plant and Cell Biology " in the IV Semester as "Microbial and Biological Techniques". • It was suggested to introduce 'Laboratory Safety Rules' as a Short Term Certificate Course' to the final year UG Students. |
|---------------|------------|--|



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

Res.No.6/2021

Physics

Dr.A.S.Nageswaran, Director – CCCD, advised to recommend to introduce Mathematical Physics – II after verifying the TANSCHÉ syllabus.

Statistics

It was suggested to include 'Analysis of Variance' in the V unit of the "Business Statistics" Course offered to I M.Com.

தமிழ்

- பகுதி - I தமிழ் மற்றும் இளங்கலை தமிழ் இலக்கியம் இரண்டிலும் ஒரே பெயரில் இருந்த இக்கால இலக்கியம் என்ற தாள் B.A. தமிழில் "தற்கால இலக்கியம்" என்று பெயர் மாற்றம் செய்யப்பட வேண்டும்.
- ஆறாம் பருவத்தில் இருந்த "தமிழ் மொழி வரலாறு" என்ற தாள் முதல் பருவத்திற்கு மாற்றப்பட வேண்டும்.
- இடைக்கால இலக்கியம் என்ற தாள் பெயர் "சமய இலக்கியம்" என்று மாற்றப்பட வேண்டும்.
- பெண்ணியம் என்ற தாள் "மகளிரியல்" தாளாக பெயர் மாற்றம் செய்யப்பட வேண்டும்.
- காப்பிய இலக்கியம் என்ற தாள் "காப்பியம்" என்று மாற்றப்பட வேண்டும்.
- இரண்டாம் பருவத்தில் இருந்த "தமிழர் நாகரீகமும் பண்பாடும்" என்ற தாள் ஆறாம் பருவத்திற்கு மாற்றப்பட வேண்டும்.

English

It was suggested to shift certain courses as follows

| Courses | Existing | Shift to |
|-------------------|-------------|--------------|
| Grammar and Usage | V Semester | II Semester |
| Fiction | II Semester | IV Semester |
| Drama | IV Semester | III Semester |

- The place of Grammar and Usage course 'Translation Theory and Practice' – I should be introduced.
- It was suggested to change the title of the Core Course XIV in Semester VI "New Literatures in English" as " Post Colonial Literature".



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | | <p>Computer Science</p> <ul style="list-style-type: none"> It was suggested to add the self paced learning course for M.Sc. Computer Science in Extra Credit Course. <p>B.B.A</p> <ul style="list-style-type: none"> It was suggested to shift <table border="1" data-bbox="769 613 1396 878"> <thead> <tr> <th>Courses</th> <th>Existing</th> <th>Shift to</th> </tr> </thead> <tbody> <tr> <td>SBE – I Office Management (Practical)</td> <td>IV Semester</td> <td>V Semester</td> </tr> <tr> <td>SBE – III Front Office Management</td> <td>V Semester</td> <td>IV Semester</td> </tr> </tbody> </table> <ul style="list-style-type: none"> In the Place of Group Project, Entrepreneurial Development as Major Based Elective II in VI Semester. Advised to include 30% of Accounting Subjects Compulsorily in BBA Syllabus. <p>Geology</p> <ul style="list-style-type: none"> It was suggested to change the Allied Course Mathematics to Chemistry and Physics. <p>B.Voc Food Processing</p> <ul style="list-style-type: none"> It was suggested to include 'see weeds and planktons' in unit – I in the Course 'Fundamentals of Marine'. It was suggested to include 'Recent Trends in Fisheries' in Allied Course – Practical – I in the place of 'PAGEGEL'. | Courses | Existing | Shift to | SBE – I Office Management (Practical) | IV Semester | V Semester | SBE – III Front Office Management | V Semester | IV Semester |
|---------------------------------------|-------------|-------------|---|---------|----------|----------|---------------------------------------|-------------|------------|-----------------------------------|------------|-------------|
| Courses | Existing | Shift to | | | | | | | | | | |
| SBE – I Office Management (Practical) | IV Semester | V Semester | | | | | | | | | | |
| SBE – III Front Office Management | V Semester | IV Semester | | | | | | | | | | |
| Res.No.7/2021 | Agenda | : | To approve and ratify the results of November 2019, April 2020, November 2020 and April 2021. | | | | | | | | | |
| | Resolution | : | Resolved to approve the results of November 2019, April 2020, November 2020 and April 2021. | | | | | | | | | |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | | |
|-----------------|------------|---|--|
| Res.No.8/2021 | Agenda | : | To consider and approve the necessary steps taken by PG and Research Departments for promoting Research. |
| | Resolution | : | The members of the Academic Council suggested that the faculty members should publish Articles in Peer Reviewed Journals. |
| Res.No.9/2021 | Agenda | : | To review the performance of Internal Quality Assurance Cell. Notes to be tabled by Dr. R.Manimozhi, Co-ordinator - IQAC |
| | Resolution | : | Resolved to approve the performance of IQAC. |
| Res.No.10 /2021 | Agenda | : | Any other subject with the approval of the chair. <ul style="list-style-type: none"> • M.Phil Dissertation – Plagiarism Report • Introduction of Extra Credits for both UG and PG degrees • Continuous Internal Assessment – Changes in Components |
| | Resolution | : | It was resolved to follow the norms / rules set by the parent university and to submit the M.Phil Dissertation along with the Plagiarism Report. <ul style="list-style-type: none"> • M.Phil Dissertation – Plagiarism Report <p>The dissertation format of M.Phil degree course is changed as that of Ph.D degree course in Bharathidasan University. The dissertation can be submitted with the Plagiarism Certificate received from the University. A maximum of 20% plagiarism is allowed for submitting the thesis.</p> <ul style="list-style-type: none"> • Introduction of Extra Credit for both UG and PG degrees: <p>The following are approved by Academic Council</p> |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | <p>UG</p> <ul style="list-style-type: none"> • Extra Credit Courses are introduced for 4 credits • Additional credits are recorded in the mark statement • No change in CGPA (only 140 credits) • Mini Project is introduced for all UG Courses except Computer Science and the students should submit the report (Minimum 40 Pages) at the beginning of V Semester. • Instead of mini project, B.Sc. Computer Science students will undergo internship during IV Semester vacation and submit the report at the beginning of V Semester. <p>PG</p> <ul style="list-style-type: none"> • Extra Credits Courses are also introduced for 4 credits • Internship and MOOC Courses are recommended for extra credit • No Change in CGPA (Only 90 credits) <p>Besides, advance learners of UG and PG may take MOOC course offered by UGC on optional basis.</p> <p>B.Voc Marine Programme department is advised to go for assessment at sector skill council and also advised them to go for training / practical's in the hereby institutes, namely, Tamil Nadu Dr.J.Jayalitha Fisheries University, RGCF & Swaminathan Research Foundation. (we are already having tie ups with these institutions and getting help from them in conducting the practicals).</p> <ul style="list-style-type: none"> • Continuous Internal Assessment <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Components</th> <th style="text-align: center;">CIA - 25</th> <th style="text-align: center;">CIA - 15</th> <th style="text-align: center;">CIA – 10</th> </tr> </thead> <tbody> <tr> <td>Two Tests (Mid Term and Model – Average Retest for Genuine Reasons)</td> <td style="text-align: center;">10 marks</td> <td style="text-align: center;">5 marks</td> <td style="text-align: center;">4 marks</td> </tr> <tr> <td>Assignment/ Group Activity</td> <td style="text-align: center;">2 marks</td> <td style="text-align: center;">3 marks</td> <td style="text-align: center;">2 marks</td> </tr> <tr> <td>Quiz / Group Discussion etc.,</td> <td style="text-align: center;">5 marks</td> <td style="text-align: center;">1 mark</td> <td style="text-align: center;">1 mark</td> </tr> <tr> <td>Seminar</td> <td style="text-align: center;">3 marks</td> <td style="text-align: center;">2 marks</td> <td style="text-align: center;">1 mark</td> </tr> <tr> <td>Attendance (above 65% - 2 Marks, 50% to 64% -1 Marks)</td> <td style="text-align: center;">5 marks</td> <td style="text-align: center;">4 marks</td> <td style="text-align: center;">2 marks</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">25 marks</td> <td style="text-align: center;">15 marks</td> <td style="text-align: center;">10 marks</td> </tr> </tbody> </table> | Components | CIA - 25 | CIA - 15 | CIA – 10 | Two Tests (Mid Term and Model – Average Retest for Genuine Reasons) | 10 marks | 5 marks | 4 marks | Assignment/ Group Activity | 2 marks | 3 marks | 2 marks | Quiz / Group Discussion etc., | 5 marks | 1 mark | 1 mark | Seminar | 3 marks | 2 marks | 1 mark | Attendance (above 65% - 2 Marks, 50% to 64% -1 Marks) | 5 marks | 4 marks | 2 marks | Total | 25 marks | 15 marks | 10 marks |
|---|-----------------|--|-----------------|----------|----------|----------|---|----------|---------|---------|----------------------------|---------|---------|---------|-------------------------------|---------|--------|--------|---------|---------|---------|--------|---|---------|---------|---------|--------------|-----------------|-----------------|-----------------|
| Components | CIA - 25 | CIA - 15 | CIA – 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Two Tests (Mid Term and Model – Average Retest for Genuine Reasons) | 10 marks | 5 marks | 4 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Assignment/ Group Activity | 2 marks | 3 marks | 2 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Quiz / Group Discussion etc., | 5 marks | 1 mark | 1 mark | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Seminar | 3 marks | 2 marks | 1 mark | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Attendance (above 65% - 2 Marks, 50% to 64% -1 Marks) | 5 marks | 4 marks | 2 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 25 marks | 15 marks | 10 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | |



A.D.M. COLLEGE FOR WOMEN

(Autonomous)

Affiliated to Bharathidasan University

(Nationally Accredited with "A" Grade by NAAC – 3rd Cycle)

NAGAPATTINAM 611 001.

| | | | <p>Revised components recommended by Academic Council from 2021 onwards.</p> <p>New CIA Components</p> <table border="1"><thead><tr><th>Components</th><th>CIA - 25</th><th>CIA - 15</th><th>CIA -10</th></tr></thead><tbody><tr><td>Two Tests (Mid Term and Model – Average Retest for Genuine Reasons)</td><td>15 marks</td><td>9 marks</td><td>6 marks</td></tr><tr><td>Assignment/ Group Activity</td><td>3 marks</td><td>3 marks</td><td>2 marks</td></tr><tr><td>Quiz / Group Discussion etc.,</td><td>5 marks</td><td>1 mark</td><td>1 mark</td></tr><tr><td>Seminar</td><td>2 marks</td><td>2 marks</td><td>1 mark</td></tr><tr><td>Attendance</td><td>-</td><td>-</td><td>-</td></tr><tr><td>Total</td><td>25 marks</td><td>15 marks</td><td>10 marks</td></tr></tbody></table> <p>Norms for Attendance</p> <ul style="list-style-type: none">• Below 60% of attendance the students will re-do the course.• In case of 60 % to 74 % of attendance condonation is required | Components | CIA - 25 | CIA - 15 | CIA -10 | Two Tests (Mid Term and Model – Average Retest for Genuine Reasons) | 15 marks | 9 marks | 6 marks | Assignment/ Group Activity | 3 marks | 3 marks | 2 marks | Quiz / Group Discussion etc., | 5 marks | 1 mark | 1 mark | Seminar | 2 marks | 2 marks | 1 mark | Attendance | - | - | - | Total | 25 marks | 15 marks | 10 marks |
|---|-----------------|-----------------|--|------------|----------|----------|---------|---|----------|---------|---------|----------------------------|---------|---------|---------|-------------------------------|---------|--------|--------|---------|---------|---------|--------|------------|---|---|---|--------------|-----------------|-----------------|-----------------|
| Components | CIA - 25 | CIA - 15 | CIA -10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Two Tests (Mid Term and Model – Average Retest for Genuine Reasons) | 15 marks | 9 marks | 6 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Assignment/ Group Activity | 3 marks | 3 marks | 2 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Quiz / Group Discussion etc., | 5 marks | 1 mark | 1 mark | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Seminar | 2 marks | 2 marks | 1 mark | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Attendance | - | - | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 25 marks | 15 marks | 10 marks | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Concluded with vote of thanks by secretary.


