



# A.D.M. COLLEGE FOR WOMEN

(Autonomous)

*Affiliated to Bharathidasan University*

(Nationally Accredited with "A" Grade by NAAC – 4<sup>th</sup> Cycle)

NAGAPATTINAM 611 001.

## MINUTES OF THE SEVENTEENTH MEETING OF THE ACADEMIC COUNCIL OF A.D.M. COLLEGE FOR WOMEN

**HELD ON 27.06.2023 AT 10.30 a.m.**

Dr.(Mrs.) R.Anbuselvi, Principal i/c and Chairman Academic Council

Presided over the Meeting

### **Members Present:-**

Dr.V.Rajesh Kannan

Director, Council for College and Curriculum Development  
Professor, Department of Microbiology,  
Bharathidasan University,  
Tiruchirappalli – 24.

Dr. V.Vinod Kumar,  
M.A.(Eng), M.A.(MC&J), M.Phil., Ph.D.  
(University Representative)

Dean, Faculty of Languages  
Head, Department of English,  
Chair, School of English and Foreign Languages  
Bharathidasan University,  
Tiruchirappalli.

Dr.S.Sekar  
(Representing Commerce)

Principal,  
Meenaakshi Ramasamy Arts and Science College,  
Thathanur (PO), Ariyalur (Dt) - 621 804

Dr.P.Mariappan  
(Representing Science)

Head & Assistant Professor of Zoology,  
Rajah Serfoji Government College (Autonomous)  
Thanjavur 613005

Mr.Aavudaiyappan  
(Representing Industry)

Marcello Tech  
No-3, 2nd floor  
Gem Plaza, Sankaranpillai Road  
Tiruchirappalli - 620 002

Dr .R.Sophia Porchelvi

Secretary, Academic Council  
& Controller of Examinations

Mrs. R. Alamelu

H.O.D. of History

Dr.S.Rajeswari

HOD of Economics

Dr.N.Sarala

HOD & Associate Professor of Mathematics

Mrs.S.Malathy

HOD of Chemistry

Dr.S.Angelina Glorita Parimala

H.O.D. of Zoology

Dr.N.Sampathlakshmi

HOD of Commerce

Dr. T.Vasugi

H.O.D. of Tamil

Dr.R.Manimozi

H.O.D. of English



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Dr. J.Sundari	H.O.D. of Botany
Dr.R.Priscilla	HOD of Physics
Dr.J.Umamaheswari	Dean of Computer Science
Dr.S.Thaiyalnayagi	HOD i/c of Computer Science
Ms.M.Bharathi	H.O.D. of Bio-Chemistry
Mrs.R.Kavitha	H.O.D. of B.B.A.
Ms.R.Atchaya	H.O.D. of Geology
Mrs.J.Suganya	H.O.D of B.Voc Software Development and Multimedia Animation
Ms.V.Santhiya	H.O.D of B.Voc Marine and Food Processing
Dr.V.Uma	Physical Directress
Dr.R.Vijayalakshmi	College Librarian
Dr. V.Umamaheswari	Assistant Professor of English
Mrs.P.Kavitha	Assistant Professor of Economics
Dr.C.J.Pricilla	Assistant Professor of Tamil
Dr.N.Prabha	Assistant Professor of Chemistry
Dr.P.Jamuna Devi	Joint Secretary, Assistant Professor of Mathematics
Res.No.1/2023	Agenda : To read and record the notice of the meeting.
	Resolution : Read and recorded.
Res.No.2/2023	Agenda : To confirm the minutes of the last meeting.
	Resolution : Minutes of the last meeting was confirmed.
Res.No.3/2023	Agenda : To record the leave of absence.
	Resolution : The Academic Council has granted leave of absence to the following members. Dr.R.Mangaleswaran has expressed his inability to attend the meeting. Dr.A.Sivakamasundari & Thiru. R.Paramanantham are abroad.
Res.No.4/2023	Agenda : To review the action taken on earlier resolutions.
	Resolution : Action taken on earlier resolutions were approved by the council.
Res.No.5/2023	Agenda : To consider and approve the recommendations of the Board of Studies for implementing the structured syllabi for, <ul style="list-style-type: none"><li>• UG &amp; B.Voc Programmes for 2023- 2026 Batch, PG Programmes for 2023 - 2025 Batch and M.Phil Programmes for 2023-2024 Batch.</li><li>▪ Value Added Courses for UG</li><li>▪ Extra Credit Courses for UG &amp; PG</li><li>▪ Add on Courses (UG)</li><li>▪ Self paced learning/ MOOC/ SWAYAM Courses.</li></ul>
	Presentation of approved syllabus by the respective HODs



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Resolution : The Academic Council resolved to approve the structure, scheme and syllabi of all discipline with the following suggestions:

## General Suggestions

1. Gender Studies (GS) can be included in all UG courses.
2. Value Education (VE) and Environmental Studies (EVS) have to be given in one semester as studied earlier not as a continuation course in two semesters.
3. NME Courses may be offered in II & III semesters instead of I & II semesters.
4. Skill Enhancement courses offered from other disciplines must be handled by the faculty from the disciplines concerned.
5. 25 % of modifications may be done in the scheme and structure as well as in the syllabi.
6. A common scheme and structure has to be framed for the departments by referring the revised University model.
7. External evaluation can be made for all the courses in Part IV category (SEC / AECC/ Internship, etc.)
8. It is advised that all the Core Courses are to be in sequential order.
9. Projects may be made compulsory for UG programmes.
10. MOOC Courses and Research related courses need not be made compulsory at UG level.
11. Equivalent to Nann Muthalvan Scheme, Self Learning Courses and Extra Credit Courses may be introduced.
12. Elective Courses must be given with options.
13. As preferred by Bharathidasan University, Extra Credits with Instruction hours have to be included in both UG & PG Programmes.
14. Professional Competency Skill must be given in the last semester and the content must enhance the professional ability of the students.
15. PO, CO, PSO, PEO and mappings have to be checked and corrected.

## History



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It is suggested to change the title as 'Regional History (History of Nagapattinam)' instead of 'Regional History (History of Chennai)'.

## **Mathematics**

The title of the paper 'LaTex' can be changed as 'Document Preparation using LaTex' in UG Mathematics.

## **Chemistry**

- For I B.Sc Chemistry, Biological Science Course (Both Botany & Zoology combined) may be introduced as an Allied Course.
- It is advised to increase the number of practicals in PG Chemistry.

## **Zoology**

Research Methodology Course in M.Sc Zoology must include a topic on 'Thesis writing'.

## **Commerce**

For M.Com (IV Semester), repetition of Elective Course 'Insolvency Law and Practice' must be avoided.

## **Tamil**

The title of the course 'Oodagaviyal' can be changed as 'Oodagaviyal - Oor Arimugam' .

## **English**

- It is advised to give 6 Instruction hours to Part II English Course.
- Thirukkural may be added in 'Indian writing in Translation'.
- The core course title 'English Language teaching' can be changed to 'Introduction to English Language Teaching' and 'Introduction to Literature' can be 'Introduction to English Literature'.
- Instead of Elective Course 'Arts & Literature', Journalism can be offered.

## **Computer Science**

The Electives must be different for B.Sc Computer Science/ BCA/ B.Sc Informational Technology and may be reduced to two papers instead of three.



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## **B.B.A**

In BBA allied Course 'Business Statistics' can be changed as 'Business Mathematics and Statistics'. Research Methodology need not be offered for UG Course.

## **Geology**

- For I B.Sc Geology, allied chemistry can also be given as an option for pure science students.
- Allied practical is included in II Semester.

## **Economics and Biochemistry**

Received general suggestions and were incorporated.

## **Physics, Botany and Statistics**

The syllabi of Physics, Botany and Statistics were also presented and received no comments.

## **B.Voc Software development in multimedia and Animations**

The nomenclature of B.Voc Software development in multimedia and Animations has to be changed as B.Voc Multimedia and Animations and the committee advised to represent this matter to the University.

Res.No.6/2023	Agenda	:	To approve and ratify the results of November 2021, April 2022, November 2022 and April 2023.
	Resolution	:	Resolved to approve the results of November 2021, April 2022, November 2022 and April 2023.
Res.No.7/2023	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. Efforts must be taken towards increasing the citation and h-index of the publications. The members suggested few agencies for research funding.
Res.No.8/2023	Agenda	:	To consider and approve the necessary steps taken towards Start ups/ Incubation Centres.
	Resolution	:	The members suggested to take efforts to prepare and commercialize Value Added products



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Res.No.9/2023	Agenda	To review the performance of Internal Quality Assurance Cell. Notes are to be tabled by Dr. N.Sampathlakshmi, Coordinator IQAC.
	Resolution	Resolved to approve the performance of IQAC
Res.No.10/2023	Agenda	Any other subject with the approval of the Chair. Continuous Internal Assessment - Changes in components
	Resolution	It was resolved to follow the earlier pattern.

Concluded with vote of thanks by the Secretary.

**Chairman - Academic Council**



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## MINUTES OF THE EIGHTEENTH MEETING OF THE ACADEMIC COUNCIL OF

### A.D.M. COLLEGE FOR WOMEN

**HELD ON 01.02.2024 AT 10.30 a.m.**

Dr.(Mrs.) R.Anbusevi, Principal and Chairman Academic Council

Presided over the Meeting

#### **Members Present:-**

Dr.V.Rajesh Kannan  
(University Representative)

Director, Council for College and Curriculum Development  
Professor, Department of Microbiology,  
Bharathidasan University,  
Tiruchirappalli – 24.

Dr.R.Mangaleswaran,  
(University Representative)

Professor,  
Department of Social Work,  
Bharathidasan University,  
Khajamalai Campus, Tiruchirappalli - 620023

Dr.P.Mariappan  
(Representing Science)

Head & Associate Professor of Zoology,  
Rajah Serfoji Government College (Autonomous)  
Thanjavur 613005

Mr.Aavudaiyappan  
(Representing Industry)

Marcello Tech  
No-3, 2nd floor  
Gem Plaza, Sankaranpillai Road  
Tiruchirappalli - 620 002

Dr.A.Sivakamasunadari,  
(Representing Education)

Principal (Rtd.,)  
Advisor, A.D.M College for Women  
No.12, Nadar Street, Velippalayam,  
Nagapattinam – 611001

Thiru.R.Paramanatham  
(Representing Law)

Public Prosecutor cum Government Pleader,  
Nagapattinam District, Nagapattinam

Dr .R.Sophia Porchelvi

Secretary, Academic Council  
& Controller of Examinations

Dr.N.K.Premavathy

HOD of Commerce

Dr.N.Sarala

HOD of Mathematics

Dr.S.Rajeswari

HOD of Economics



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Mrs. R. Alamelu	HOD of History
Dr. T.Vasugi	HOD of Tamil
Dr.S.Angelina Glorita Parimala	HOD of Zoology
Dr.N.Prabha	HOD of Chemistry
Dr.R.Priscilla	HOD of Physics
Dr.R.Manimozhi	HOD of English
Dr. J.Sundari	HOD of Botany
Dr.S.Thaiyalnayagi	HOD of Computer Science
Ms.M.Bharathi	HOD of Bio-Chemistry
Mrs.S.Vaishali	HOD of B.Voc Software Development and Multimedia Animation
Ms.V.Santhiya	HOD of B.Voc Marine and Food Processing
Dr.V.Uma	Physical Directress
Dr.R.Vijayalakshmi	College Librarian
Dr. V.Umamaheswari	Assistant Professor of English
Dr.P.Kavitha	Assistant Professor of Economics
Dr.C.J.Pricilla	Assistant Professor of Tamil
Dr.P.Jamuna Devi	Joint Secretary, Assistant Professor of Mathematics

Res.No.1/2024    Agenda        :    To read and record the notice of the meeting.

Resolution    :    Read and recorded.

Res.No.2/2024    Agenda        :    To confirm the minutes of the last meeting.

Res.No.3/2024    Agenda        :    To record the leave of absence.

Resolution    :    The Academic Council has granted leave of absence to the following members.

Dr. V.Vinod Kumar, University Representative and Dr.S.Sekar (Representing Commerce) expressed their inability to attend the meeting. Mrs.R.Kavitha, HOD of BBA and Ms.R.Atchaya HOD of Geology were absent.

Res.No.4/2024    Agenda        :    To review the action taken on earlier resolutions.

Resolution    :    Action taken on earlier resolutions were approved by the council.





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Res.No.5/2024    Agenda    : To consider and approve the recommendations of the Board of Studies for implementing the revisions made in the structure and syllabi of

- the ten Science departments, Biochemistry, Botany, B.Voc Marine and Food processing, Chemistry, Physics, Mathematics, Statistics, Computer Science, Computer Applications and Zoology
- UG Commerce (2023-2026) & PG Commerce (2023-2025)

Presentation of approved syllabus by the respective HODs.

Resolution    : The Academic Council resolved to approve the structure, scheme and syllabi of all discipline with the following suggestions:

### **General Suggestions**

1. Revisions made in the practical curriculum towards the sanction of DBT Star College scheme are approved.
2. Group project is included in the semester VI as a core course and the changes in the structure Semester VI is approved.

### **Department-wise suggestion**

- **Biochemistry**
  - The titles of all the practicals should be changed into "Practical" instead of "Major Practical" for 2021-2024 & 2022-2025 batches.
  - For 2023-2026 batch, Extra credit course "Anatomy and Biology of Fin fish" should be changed as "Laboratory Safety Rules" in semester V.
  - Extra credit course "Ornamental Fish farming" should be changed as " Home Care Management " in semester V.
- **Botany**

In Allied Botany Course I & II, the contents on 'Chick Embryo' theory and Practical must be removed.
- **B.Voc Marine and Food processing**

The title of the Core Course IV "Biochemical and Microbial change in Fish" should be changed as " Biochemical and Microbial Transformation in Fish Processing" for the 2023-26 batch.



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- **Chemistry**

It is suggested not to remove the course "Agricultural Chemistry" completely for the 2022-2025 batch. It is suggested to include few units from "Agriculture Chemistry" in the course "Applied Chemistry"

- **Physics**

The value Added Course "Research Publication and Ethics" should be changed as "Research Methodology" for 2023-2025 batch.

- **Mathematics**

It is resolved to approve the revisions made in the curriculum in order to include Geogebra, Scilab, TORA & SPSS and Group projects.

- **BCA**

It is suggested to shift the 'Python Programming - Practical' to VI semester from IV semester for the 2022-2025 batch (if possible). Otherwise an Internship Programme can be arranged for the students during Semester V vacation period to recall the Python Programming as it is important for the placement of the students.

- **Zoology**

For 2023-25 batch, in the elective course Research Methodology, the term 'Thesis writing' has to be changed as 'Dissertation Writing'. E-museum has to be developed with Ichthyology for UG degree Programme.

- **UG Commerce**

For the 2023-26 batch, it is suggested that the core course IV - "Business Mathematics and Statistics" cannot be changed into "Business Statistics".

- **PG Commerce**

It is resolved to approve the changes made in M.Com syllabus for 2023-25 batch.

Res.No.6/2024    Agenda        : To consider and approve the recommendations of the Board of Studies conducted for the two new programmes introduced from 2023-24 - B.Sc Botany and M.A History

Resolution     :    **B.Sc Botany**  
It is suggested to reduce the content of Core Course I and to change the title of the course.  
The Core Courses must be ordered properly.  
The scheme and structure have to be modified.

**M.A History**



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For 2023-2025 batch, the III semester Skill Enhancement Course "Cargo and Logistics" must be changed.

"UGC NET – History" Course can be added as a value added Course.

Res.No.7/2024    Agenda        :    To ratify the syllabi for the Non Major Elective Courses in History, Economics and Commerce

Resolution     :    It is resolved to approve the syllabi for the following Non Major Elective Courses.

### **Economics**

For 2023-2026 batch, the NME course "Demography" is changed as "Economics for Competitive Examinations".

### **History**

The Course "Gandhian Thought" should be included in the UG curriculum.

For 2023-2026 batch, the NME course, "Gandhian Thought" is changed into "Introduction to Tourism"

### **Commerce**

For 2023-26 batch, "Basics of Accounting" is offered as NME instead of "Consumer Behaviour" in semester II.

Res.No.8/2024    Agenda        :    To ratify the syllabi for the Add on Courses - Students Skill Initiative Programme (SSIP).

Resolution     :    Resolved to approve the syllabi for the Add on Course - Students Skill Initiative Programme (SSIP).

Res.No.9/2024    Agenda        :    To approve and ratify the results of November 2023 semester Examinations.

Resolution     :    Resolved to approve the results of November 2023 semester examination

Res.No.10/2024    Agenda        :    To consider and approve the necessary steps taken by the Science departments towards the developmental activities under DBT Star College Scheme.

Resolution     :    The DBT Star College scheme Programme coordinator Dr.R.Sophia Porchelvi presented the steps taken by the Science departments towards the developmental activities under DBT Star College Scheme. It is resolved to approve the action plan of DBT Star College scheme.

Res.No.11/2024    Agenda        :    To review the performance of Internal Quality Assurance Cell.

Resolution     :    The annual report of IQAC was presented by Dr.V.Renuga, IQAC Coordinator. The performance of IQAC was approved.

Res.No.12/2024    Agenda        :    Any other subject with the approval of the Chair.

- AQAR 2022-23
- NIRF 2024



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Resolution : IQAC presented the AQAR 2022-23 and the data submitted for NIRF 2024 for approval. It is resolved to approve the NIRF 2024 and AQAR 2022-23 for submission.

Concluded with vote of thanks by the Secretary.

**Chairman - Academic Council**