


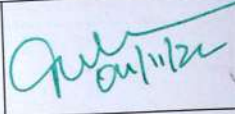
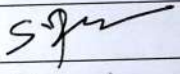

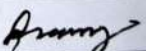
**ST. XAVIER'S COLLEGE (AUTONOMOUS),
PALAYAMKOTTAI**

**ACADEMIC COUNCIL MEETING
LIST OF MEMBERS**

Date: 04.11.2022

Time : 10:30 a.m.

Venue: Conference Hall

S.No.	Name	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Principal & Chairman	
University Nominees			
2.	Dr. P. Madhava Soma Sundaram 94422-72280 Imroz A. Keon 5.22.2022 Jan 23	Professor, Dept. of Criminology & Criminal Justice, M.S. University, TvI.	
3.	Dr. R. Kala 0462-2563331	Professor, Dept. of Mathematics, M.S. University, TvI.	R. Kala 4.11.2022
4.	Dr. R. Balasubramanian 94436-95573 14/12/22 Today 03:00 PM	Professor, Dept. of Computer Science & Engg. M.S. University, TvI	R. B. 4/11/2022
External Experts			
5.	Mr. S. Mani	Law	Absent
6.	Mr. Rajagopal	Commerce	
7.	Mr. Thomas A. Antony	Industry	Absent
8.	Rev. Dr. D. Thomas Alexander, S.J. Coordinator, Jesuit Hr. Education	Education	Absent
Nominated by the Principal (Member Secretary)			
9.	Dr. S.P. Victor	Dean of Science	
Senior Staff			
10.	Dr. R. Francis Xavier	Senior Staff	— do —
11.	Dr. A. Lourdasamy	Senior Staff	

12.	Dr. C. Martin Arockiasamy	Senior Staff	Absent
13.	Mrs. L. Sujatha	Senior Staff	S. L. Sujatha

Heads of the Departments

14.	Dr. L. Joelri Michael Raj (HoD i/c)	Botany	J. L. Michael Raj
15.	Dr. P. Stella	Business Administration	P. Stella
16.	Dr. Y. Jaya Vinse Ruban	Chemistry	Y. Jaya Vinse Ruban
17.	Dr. A. Arockiadass	Commerce	A. Arockiadass
18.	Dr. T.C. Raja Kumar	Computer Science	T.C. Raja Kumar
19.	Dr. M. Charlet Rosemary Vijaya	Corporate Secretaryship	M. Charlet Rosemary Vijaya
20.	Dr. S. Sasikumar (HoD i/c)	Economics	S. Sasikumar
21.	Mr. Twin Antony Edward	English	Twin Antony Edward
22.	Dr. J. Joseph Antony Raj	Folklore	J. Joseph Antony Raj
23. ✓	Rev. Dr. V. Henry Jerome, S.J.	Human Excellence	V. Henry Jerome
24.	Rev. Dr. A. Michael John, S.J.	Management Studies	A. Michael John
25.	Dr. A. Lourdusamy	Mathematics	A. Lourdusamy
26.	Dr. S. Saraswathi	Computer Applications	S. Saraswathi
27.	Dr. B. Helina	Physics	B. Helina
28.	Dr. S. Benjamin Franklin	Social Work	Absent
29.	Dr. A.C. Ignatius Xavier	Tamil	A.C. Ignatius Xavier
30. ✓	Rev. Dr. A. Ignacy, S.J.	Visual Communication	A. Ignacy
31.	Dr. P. Raja	Zoology	P. Raja
32.	Dr. C. Martin Arockiasamy	Library	Absent
33.	Dr. G. Peter Michael Raj	Physical Education	G. Peter Michael Raj

Research

34.	Dr. L. Arockiam	Asso. Prof., Dept. of Comp. Appln., St. Joseph's College, Trichy.	Absent
35.	Dr. M. Mary Hepsibai	Asso. Prof., Dept. of History, St. Mary's College, Thoothukudi	re - orlh

Administrators

36.	Rev. Fr. Dr. Pushparaj, S.J.	Secretary	Staff
37.	Dr. B. Xavier Innocent	Deputy Principal	Absent
38.	Rev. Dr. S. Arul Ravi, S.J.	Vice - Principal (Shift I)	SAD
39.	Dr. R. Francis Xavier	Vice - Principal (Shift I)	Dr. R. Francis Xavier

Officials

40.	Dr. S. Athisayanathan	Controller of Examinations	→ Athisayanathan
41.	Dr. R. Azhagu Raj	Director, IQAC	Rasham
42.	Dr. J. Sahaya Mary	Asst. Director, IQAC	J. Sahaya Mary
43.	Dr. S.P. Victor	Dean of Science	Dr
44.	Dr. D. Jockim	Dean of Arts	D. Jockim
45.	Dr. M. Baby Mariyatra	Dean of Research & UGC Affairs	M. Baby Mariyatra

MINUTES OF THE ACADEMIC COUNCIL ON 04.11.2022

Date: 04.11.2022

Venue: Conference Hall

Time: 10.30 A.M.

The 45th Academic Council meeting of the college was held on 04. 11. 2022 in Conference Hall at 10.30 a.m. The meeting started with the prayer said by Rev. Fr. Dr. G. Pushparaj, S.J., Secretary.

Rev. Fr. Dr. S. Mariadoss, Principal & Chairman welcomed all the members of the Academic Council. He extended a special note of welcome to the three university nominees from Manonamiam Sundaranar University –Dr. R. Balasubramanian, Professor, Department of Computer Science and Engineering, Dr. P. Madhava Soma Sundaram, Professor, Department of Criminology and Criminal Justice, Dr. R. Kala, Professor, Department of Mathematics and the external experts Dr. M. Mary Hepsibai, Associate Professor, Department of History, St. Mary's College, Thoothukudi and Mr. Rajagopal representing commerce.

Rev. Dr. D. Thomas Alexander, S. J., Dr. B. Xavier Innocent, Deputy Principal, Dr. L. Arockiam, Associate Professor, Department of Computer Application, St. Joseph's College, Trichy, Dr. S. Benjamin Franklin, HoD, MSW, Dr. C. Martin Arockiasamy, the senior staff, Mr. S. Mani (Law) and Mr. Thomas A. Antony (Industry) were unable to attend the meeting due to various reasons.

The minutes of the previous Academic Council meeting were presented by Dr. D. Jockim, Dean of Arts. Fr. Principal clarified the following things to the floor.

- **Tamil and English:** Tamil and English are introduced in semesters III & IV for B.Com, B. Com Corporate Secretaryship, BBA, BSc. Computer Science and BCA programmes based on the guidelines received from Manonmaniam Sundaranar University. Due to that, some papers are converted as internal papers. They will have only internal examinations and the marks will appear under the core section in the mark statement. Fr. Principal thanked all the HoDs and Coordinators for accommodating the changes in the syllabus in the short span of time.
- **Memorandum of Understanding:** Our College has signed 50 new MoUs through IQAC. The Principal asked the HoDs to utilize the opportunity and keep the MoUs functional by conducting at least one programme per semester. Dr. R. Balasubramanian enquired about the number of MoUs with industry and it was clarified that five MoUs are with different

industries and most of them cover research. Dr. P. Madhava Soma Sundaram asked the college to ensure the legal procedures regarding MoUs.

After the clarifications the minutes were approved by the members.

Next, Fr. Principal invited the Heads of the Departments to present the minutes of their Board of Studies.

Dr. A. C. Ignatius Xavier, HoD, presented the minutes of BoS meeting of Department of Tamil. Dr. R. Kala raised questions regarding the mode of examination for Basic Tamil and Advanced Tamil. After the deliberations the following things were resolved:

- Students who have opted for Hindi/ French as Part-I Language will study Basic Tamil/ Advanced Tamil during the first four semesters as Non-major Elective (NME) or Skill Based Elective (SBE).
- Examination will be conducted only in the written mode. This is to be implemented from the current semester.
- As per the suggestion of Dr. P. Madhava Soma Sundaram, objective type questions can also be used for the written examination.
- The duration of the semester exam will be 2 hours.

Mr. Twin Antony Edward, HoD, read the minutes of BoS meeting of the Department of English. The following things were the important aspects:

- Based on the instruction from Manonmaniam Sundaranar University, English is offered to all departments implemented in semesters III & IV. In the current semester-III, there was no syllabus reduction but special classes were conducted to complete the syllabus.
- It is proposed to start an additional section for M.A. English.
- In II MA English, the question pattern for a paper titled "English Literature for UGC Exams" is modified as follows: 40 MCQs, 2 essays and 4 short notes.

Dr. A. Arockiadoss, HoD, presented the minutes of BoS meeting of the Department of Commerce. It is informed that to accommodate Tamil and English, the following papers will be offered as internal papers:

- Semester- III: Business Law, & Business Organisation and Management
- Semester- IV: Company Law” & “Business Statistics

Dr. T.C. Rajkumar, Head, presented the minutes of the Department of Computer Science. Some papers are merged to accommodate Tamil and English in Semesters III and IV. The following were the recommendations:

- To convert the following four hours of theory courses into three hours with three credits: Programming in Java (21UCS31) and Data Structures and Algorithms (21UCS32).
- To merge Practical papers Programming in Java (21UCS33) and Data Structures and Algorithms (21UCS34) into single practical paper with the title Programming in Java and Data Structures and allot four hours with 2 credits.
- To have Programming in Python (21UCA31) as Allied Paper and allot 2 hours with two credits. [Allied-T3]
- Practical-Programming in Python (21UCA32) is made as internal paper.
- To convert the following four hours theory courses into three hours with 3 credits: Software Engineering (21UCS41) and RDBMS Concepts and Oracle (21UCS42).
- To convert four hours Practical –Oracle (21UCS43) into three hours and allot two Credits.
- To reduce four hours elective theory course on Operation Research/Graph Theory/Theory of Computations/Numerical and Statistical Methods into three hours.
- To exchange Web Technology (21UCSA41) in Semester-IV with Cloud computing (21UCS63) in Semester - VI as Allied Theory Paper and allot two hours with two credits.
- To exchange Practical - Web Technology (21UCSA42) in Semester- IV with Practical – Cloud Computing (21UCS65) in Semester- VI as Allied Practical Paper and allot two hours with one Credit.
- Microprocessor and Assembly Language Programming is made as an internal paper.
- It was proposed to start the new PG Programme “Data Science” from the academic year 2023-24.

Dr. P. Stella, HoD, presented the minutes of the BoS meeting of the Department of Business Administration. Due to the introduction of Tamil and English in the semesters III & IV, the following changes are to be implemented:

- Semester-III: Computer Applications in business (21 UBAA 31) and Modern Banking & Insurance Law and Practices (21UBA 33) will be offered as internal papers.
- Semester-IV: Organizational Behavior (21UBA42) and Accounting for managers (21UBA41) will be allotted five hours each. Retail Management(21UBAA41) and Total Quality Management (21UBAE41) will be offered as internal papers.

Dr. Madona Robinston presented the minutes of BoS meeting of the Department of B.Com. Corporate Secretaryship in the absence of the HoD Dr. M. Charlet Rosemary Vijaya. To accommodate Tamil and English in Semesters III and IV, the following papers will be offered as internal papers:

- Semester-III: Company Law-I (21UCP31) & Direct Tax-I (21UCP32)
- Semester-IV: Company Law-II (21UCP41) & Business Law (21UCP43)

Dr. S. Saraswathi, HoD, presented the minutes of the BoS meeting of the Department of MCA. The following changes are made to introduce Tamil and English in semesters III & IV:

- Semester III: Number of hours is reduced to 4 hours for the following papers: Theory: Visual Basic (21UCA32), Practical: Visual Basic (21UCA34) & Practical: Numerical and Statistical Methods (21UCAA32).
- Semester-IV: Following theory papers will have only 4 hours: Data Structures and Algorithms (21UCA42) & E-Commerce 21UCAE4. The following theory papers will have two hours: Data Structures using C++ (21UCA45) & Numerical and Statistical Methods (21UCAA32).

Semester Results

Dr. S. Athisayanathan, Controller of Examinations presented the results of the even semester April 2022. The following are the salient features of the results:

Sl. No	Particulars	Pass Percentage
1.	UG	79.79%
2.	PG	85%
3.	MCA	96%
4.	MBA	83 %
	Overall pass percentage	81%

Dr P Madhava Soma Sundaram appreciated the college for producing good results and also he pointed out that some departments have less than 60 percentage results which is a point of concern. Fr. Principal replied that the issue is discussed at the department level and efforts are taken to improve the result in the forthcoming semesters.

Exam Committee Meeting

Next, Dr. S. Athisayanathan presented the minutes of the Exam Committee Meeting held on 28. 10. 2022. The following revisions were suggested regarding the remuneration for semester question paper setting and valuation:

Sl. No.	Particulars	Existing Remuneration	Proposed Revision
1.	Question Paper Setting (UG)	Rs 350	Rs 500
2.	Question Paper Setting (PG)	Rs 400	Rs 600

The proposal was accepted by the members.

Scrutiny

- If HoDs/ Coordinators are unable to do scrutiny within the given time, the Controller of Examination can arrange other persons.

Central Valuation

- It is suggested to have internal examiners for Part-I, Part-II and Part-IV valuations. And it is proposed to have external examiners for Part-III evaluation. The final decision regarding this will be taken later.

Appointment of Internal Examiners

- The faculty members who have completed two years of teaching experience at St. Xavier's College can be considered as examiners for question setting and valuation. However, Controller of Examination shall appoint the number of examiners based on the requirement.

Conduct of CIA

- During the CIA tests, if any faculty member is unable to attend the invigilation duty, proper replacement should be arranged by the same faculty member. Also, it should be informed to the HoD and Chief invigilator of the Hall/ Floor in-charge. Controller's office need not be approached for this purpose.

- During the semester examination, if a student does not possess ID card/ Hall ticket, he/ she shall be directed by the chief invigilator to the Controller of Examination. Duplicate Hall ticket/ Admit card will be issued by the Controller's office after collecting a fine of Rs. 50 for the first time. Rs. 100/- will be charged for more than one time.

Central Valuation

- For UG, Part-I, Part-II and Part-IV valuations will be done by the internal examiners.
- For UG, Part-III (Major) evaluation will be done by the external examiners.
- **Dr. R. Kala suggested**, for PG evaluation, to have one evaluation by the course teacher/ internal examiner and another evaluation by the external examiner. This proposal was accepted by the members.

Centenary Special Examination

- The Examination Committee Meeting held on 20. 08. 2022 proposed to conduct Centenary Special Examination as a onetime chance for the students who have arrears. Based on the suggestions a special meeting to discuss the modalities of this examination was conducted on 02. 11. 2022. The following were the special invitees from Manonmaniam Sundaranar University: Dr. K. Senthamarai Kannan, Senior Professor & Head, Department of Statistics and Dr. P. Madhava Somasundaram, Prof & Head, Department of Criminology and Criminal Justice and Dr. J. Sacratees, Professor & Head, Department of Economics. Along with Exam Committee members, all the Heads of the Departments and select officials of the college were also present in the meeting. After serious deliberations, the following decisions were taken:
- All the students who studied in St. Xavier's College UG: 1987 to 2017, PG: 1987-2018 PG and all M.Phil. students, having arrear, can write this Centenary Special Examination.
- The UG students who completed two years and entered third year and PG students who completed one year and entered the second year are eligible to appear for the examination.
- There is no restriction on the number of papers.

- Attendance will not be considered for appearing for this examination.
- **Theory Paper:** Examination will be conducted for 100 marks with the duration of 3 hours for each paper. Results will be declared only based on the external examination. For NME and SBE the exam duration is 2 hours.
- **Theory cum Practical.** For 150 marks papers (i.e., theory cum practical papers), one theory examination will be conducted for 100 marks with the duration of 3 hours and it will be converted to 150.
- **Practical Papers:** Practical can be conducted by the respective heads of the departments. Three experiments can be given in advance, out of which one can be used for examination. If needed, the candidates can be allowed to use the lab prior to the exam for practice by paying appropriate fee. The HoDs will prepare the question papers and scheme of evaluation based the instruction of the CoE. All the procedures should be recorded and get it approved by the COE and Principal. Each Head of the department will convene meeting and brief the members of the department regarding the decisions made in this meeting.
- **Projects:** Those who have arrears in UG/ PG/ M. Phil., Project/ Dissertation Summer Internship, can submit the required projects/ reports. The respective HoDs will conduct the viva. HoDs will allocate the guides, if required. More time may be given for the submission of the project report. Fee will be on par with theory papers.
- **Syllabus:** Old/ existing syllabus will be followed. Old codes of the paper will be retained with a prefix of letter "C" to mark Centenary.
- **Question Setting and Evaluation:** All question setting and valuation will be done by the internal examiners. One valuation will be done for both UG and PG. Revaluation is allowed. If necessary, supplementary examination will be conducted.
- **Applying for Exam:** Candidates can apply either through online or offline but they will write the examinations in offline mode only. Notification of the examination will be posted in the college website and advertisements will be made through news papers, social media etc. in December 2022. To apply for this special examination, the students have to contact COE office and produce the copies of all old mark statements, ID card, Transfer Certificate and Aadhar Card. The candidates should meet the HoD of the

respective department to finalize the number of arrear papers and syllabus. Afterwards, the fee challan should be collected from the CoE office and remit the fee.

• **Exam Fee:**

Particulars	UG	PG
Application	100	100
Theory	1000	1200
Practical	1500	2000
Project/Internship/ Dissertation	1500	2000
Revaluation	1500	1500
Supplementary Exam	2000	2500
Marksheet (per mark sheet)	250	250
Consolidated Marksheet	1000	1000
Provisional certificate & Convocation	To be intimated after consulting MS university	

- **University Fee:** In addition to the other fee mentioned above, as per the communication received from Manonmaniam Sundaranar University dated 15. 09. 2022 (No.MSU/COE/CERT/Span Period/2022) for exceeding the time span N+2 years to complete a degree ('N' stands for the normal or minimum duration prescribed for completion of the programme), an additional fee will be collected as per the guidelines of the university. It will be collected by the college at the time of registration and remitted to the university.
- If the students are not able to furnish the details of arrears/ old mark statements, search fee will be collected: For the batches prior to 2012 Rs.3000/- and for the batches from 2012 to 2017 Rs. 2000/-.
- It was suggested to form a special committee to finalize all the modalities related to the conduct of Centenary Special Examination.

College Council

Dr. M. Baby Mariyatra presented the minutes of the previous College Council Meeting held on 29. 04. 2022 and they were approved by the members.

New Courses

Dr. S.P. Victor, Dean of Science presented the details regarding the New UG/PG Programmes to be started in 2023-24. Based on the survey conducted, it is decided to start the following programmes in the academic year 2023-2024: B. Sc. Criminology and Police Administration, B. Com. Honours, M.Sc. Data Science, M. A. English (Additional Section) and B.Com. Maritime Logistics. Dr. R. Balasubramanian suggested to start the new programme M.Sc., Cyber Security. Regarding the query related to B. Com Honours, Fr. Principal clarified that the duration of B.Com., Honours is three years and the fee is relatively high since the students should remit additional fee to the collaborating agency ACCA (Association of Chartered Certified Accountants) through ISDC (Indian Skill Development Corporation) with which the college will have the tie-up. Moreover, these agencies will assist the students to get employment.

Any other Matter

The following were discussed and resolved under any other matter:


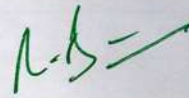

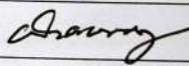
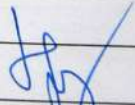
- The workload of staff members due to the introduction of Tamil and English in semesters III & IV will be checked and resolved based on the need.
- In semester III, SBE-5 (Skill Based Elective) will be converted as interdisciplinary. The students who opted Hindi and French as Part-1 language will compulsorily take Basic Tamil- 3/ Advanced Tamil- 3 under SBE-5.

Mr. Rajagopal thanked the management for taking initiative to conduct Centenary Special Exam. He also said that for those who are awaiting promotion will be benefitted by this move.

The Principal proposed vote of thanks and the meeting came to an end at 1. 10 P.M.


PRINCIPAL
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ST. XAVIER'S COLLEGE
(Autonomous)
PALAYANKOTTAI - 627 002.

The Minutes approved by the Members

S.No.	Name	Designation	Signature
1.	Rev. Dr. S. Mariadoss, S.J.	Principal & Chairman	
University Nominees			
2.	Dr. P. Madhava Soma Sundaram	Professor, Dept. of Criminology & Criminal Justice, M.S. University, Tvl.	
3.	Dr. R. Kala 94869-02837 94886-35248	Professor, Dept. of Mathematics, M.S. University, Tvl.	R. Kala
4.	Dr. R. Balasubramanian	Professor, Dept. of Computer Science & Engg. M.S. University, Tvl	
External Experts			
5.	Mr. S. Mani	Law	ABSENT
6.	Mr. Rajagopal	Commerce	
7.	Mr. Thomas A. Antony	Industry	ABSENT
8.	Rev. Dr. D. Thomas Alexander, S.J. Coordinator, Jesuit Hr. Education	Education	ABSENT
Nominated by the Principal (Member Secretary)			
9.	Dr. S.P. Victor	Dean of Science	
Senior Staff			
10.	Dr. R. Francis Xavier	Senior Staff	
11.	Dr. A. Lourdusamy	Senior Staff	
12.	Dr. C. Martin Arockiasamy	Senior Staff	 ABSENT
13.	Mrs. L. Sujatha	Senior Staff	
Heads of the Departments			
14.	Dr. L. Joelri Michael Raj (HoD i/c)	Botany	

15.	Dr. P. Stella	Business Administration	
16.	Dr. Y. Jaya Vinse Ruban	Chemistry	Y. J. Vinse Ruban
17.	Dr. A. Arockiadass	Commerce	
18.	Dr. T.C. Raja Kumar	Computer Science	
19.	Dr. M. Charlet Rosemary Vijaya	Corporate Secretaryship	
20.	Dr. S. Sasikumar (HoD i/c)	Economics	
21.	Mr. Twin Antony Edward	English	
22.	Dr. J. Joseph Antony Raj	Folklore	J. Joseph Antony Raj
23.	Rev. Dr. V. Henry Jerome, S.J.	Human Excellence	
24.	Rev. Dr. A. Michael John, S.J.	Management Studies	
25.	Dr. A. Lourdasamy	Mathematics	
26.	Dr. S. Saraswathi	Computer Applications	
27.	Dr. B. Helina	Physics	
28.	Dr. S. Benjamin Franklin	Social Work	ABSENT
29.	Dr. A.C. Ignatius Xavier	Tamil	
30.	Rev. Dr. A. Ignacy, S.J.	Visual Communication	
31.	Dr. P. Raja	Zoology	
32.	Dr. C. Martin Arockiasamy	Library	ABSENT
33.	Dr. G. Peter Michael Raj	Physical Education	

Research

34.	Dr. L. Arockiam	Asso. Prof., Dept. of Comp. Appln., St. Joseph's College, Trichy.	ABSENT
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35.	Dr. M. Mary Hepsibai	Asso. Prof., Dept. of History, St. Mary's College, Thoothukudi	
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Administrators

36.	Rev. Fr. Dr. Pushparaj, S.J.	Secretary	S. Pushp.
37.	Dr. B. Xavier Innocent	Deputy Principal	
38.	Rev. Dr. S. Arul Ravi, S.J.	Vice – Principal (Shift I)	SAJ
39.	Dr. R. Francis Xavier	Vice – Principal (Shift I)	R. Francis

Officials

40.	Dr. S. Athisayanathan	Controller of Examinations	
41.	Dr. R. Azhagu Raj	Director, IQAC	R. Azhagu
42.	Dr. J. Sahaya Mary	Asst. Director, IQAC	J. Sahaya Mary
43.	Dr. S.P. Victor	Dean of Science	S.P. Victor
44.	Dr. D. Jockim	Dean of Arts	D. Jockim
45.	Dr. M. Baby Mariyatra	Dean of Research & UGC Affairs	M. Baby