



**GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)**

**KUMBAKONAM – 612 001**

*Affiliated to Bharathidasan University*

**DST - CURIE Sponsored Institution**

**IV Cycle of Accreditation**

☎ 0435 – 2401391

✉ [principal@gwk.ac.in](mailto:principal@gwk.ac.in)



## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.3. Student Participation and Activities**

#### ***5.3.2. Representation of Students in Academic & Administrative Bodies***

### **STUDENT REPRESENTATION IN STUDENT COUNCIL**



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**OFFICE BEARERS OF THE STUDENT COUNCIL**

**2022 - 2023**

<b>S.NO</b>	<b>POSITION</b>	<b>NAME</b>	<b>DEPARTMENT</b>
1	UNION PRESIDENT	K.SIVAPRIYA	III B.A HISTORY
2.	UNION ASSISTANT PRESIDENT	S.VARSHA	III B.COM
3.	SECRETARY	P.PRIYANKASRI	III B.SC MATHS
4	ASSISTANT SECRETARY	R.SOWMIYA	III B.COM
5	PG SECERTARY	R.SHALINI	II MA HISTORY
6	SPORTS SECRETARY	S.SUWETHA	III B.AENGLISH
7	ASSISTANT SPORTS SECRETARY	J.PRIYADHARSHINI	II B.COM
8	FINE ARTS SECRETARY	R.JANAI	III B.A ECONOMICS
9	ASSISTANT FINE ARTS SECRETARY	M.MAHESHWARI	III B.SC ZOOLOGY
10	HOSTEL SECRETARY	K.ABINAYA	II B.SC CHEMISTRY
11	ASSISTANT HOSTEL SECRETARY	M.ASHA	III B.A HISTORY



  
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## **OFFICE BEARERS OF THE STUDENT COUNCIL**

**2021 - 2022**

<b>S.NO</b>	<b>POSITION</b>	<b>NAME</b>	<b>DEPARTMENT</b>
1.	UNION PRESIDENT	T.DHARANI	III B.COM
2.	ASSISTANT PRESIDENT	R.ISWARYA	III B.A HISTORY
3.	SECRETARY	R.SHALINI	III B.A HISTORY
4.	ASSISTANT SECRETARY	P.VIGNESHWARI	III B.Sc. BOTONY
5.	SPORTS SECRETARY	S.PRIYADHARSHINI	III B.S.c.MATHEMATICS
6.	ASSISTANT SPORTS SECRETARY	S.ABIRAMI	III B.S.c COMPUTER SCIENCE
7.	FINE ARTS SECRETARY	J.SWETHA	III B.A ENGLISH
8.	ASSISTANT FINE ARTS SECRETARY	R.KANIMOZHI	III B.A. HISTORY
9.	HOSTEL SECRETARY	R.ANANTHAVALLI	III B.Sc MATHEMATICS
10.	ASSISTANT HOSTEL SECRETARY	K.SUMITHRA	III B.COM
11.	PG SECRETARY	S.VISHNU PRIYA	II M.Sc COMPUTER SCIENCE



  
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## **OFFICE BEARERS OF THE STUDENT COUNCIL**

**2020 - 2021**

<b>S.NO</b>	<b>POSITION</b>	<b>NAME</b>	<b>DEPARTMENT</b>
1.	UNION PRESIDENT	A.SIVASANKARI	III B.A. ECONOMICS
2.	ASSISTANT PRESIDENT	B.JANANI	III B.A HISTORY
3.	SECRETARY	B.SARAN IDA	III B.A. ENGLISH
4.	ASSISTANT SECRETARY	R.GAYATHRI	III B.Sc. GEOGRAPHY
5.	SPORTS SECRETARY	J.SWETHA	III B.A. ENGLISH
6.	ASSISTANT SPORTS SECRETARY	S.SANGARI	III B.Sc MATHEMATICS
7.	FINE ARTS SECRETARY	A.MUTHMIZH ARASI	III B.Sc COMPUTER SCIENCE
8.	ASSISTANT FINE ARTS SECRETARY	M.SHRUTHI	III B.A. ECONOMICS
9.	HOSTEL SECRETARY	S.PRIYADHARSHINI	III B.Sc.MATHEMATICS
10.	ASSISTANT HOSTEL SECRETARY	K.VEMBU (A) SUDALI	III B.A TAMIL
11.	PG SECRETARY	R.ABINAYA	II M.Sc.COMPUTER SCIENCE



  
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## **OFFICE BEARERS OF THE STUDENT COUNCIL**

**2019 - 2020**

<b>S.NO</b>	<b>POSITION</b>	<b>NAME</b>	<b>DEPARTMENT</b>
1.	UNION PRESIDENT	E.INDHUJA	III B.A TAMIL
2.	ASSISTANT PRESIDENT	M.MAHALAKSHMI	III B.COM
3.	SECRETARY	S.KIRUTHIKA	III B.Sc COMPUTER SCIENCE
4.	ASSISTANT SECRETARY	S.ANUSIYAVENI	III B.A ECONOMICS
5.	<b>SPORTS SECRETARY</b>	<b>S.SRIVISHUPRIYA</b>	<b>III B.Sc MATHEMATICS</b>
6.	<b>ASSISTANT SPORTS SECRETARY</b>	<b>S.SANGARI</b>	<b>II B.Sc MATHEMATICS</b>
7.	<b>FINE ARTS SECRETARY</b>	<b>A.ROSHINI</b>	<b>III B.COM</b>
8.	<b>ASSISTANT FINE ARTS SECRETARY</b>	<b>M.SHRUTHI</b>	<b>III B.A ECONOMICS</b>
9.	<b>HOSTEL SECRETARY</b>	<b>J. KOWSALYA</b>	<b>III B.A ENGLISH</b>



  
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## **OFFICE BEARERS OF THE STUDENT COUNCIL**

**2018 - 2019**

<b>S.NO</b>	<b>POSITION</b>	<b>NAME</b>	<b>DEPARTMENT</b>
1	UNION PRESIDENT	A.VASUKI	III B.A. HISTORY
2	ASSISTANT PRESIDENT	K.DEVIBALA	III B.A.ECONOMICS
3	SECRETARY	S.MUKHESWARI	III B.Sc. COMPUTER SCIENCE
4	ASSISTANT SECRETARY	S.SANDHIYA	III B.A HISTORY
5	SPORTS SECRETARY	P. JAMUNA	III B.Sc. ZOOLOGY
6	ASSISTANT SPORTS SECRETARY	N.MAHADEVI	III B.Sc MATHEMATICS
7	FINE ARTS SECRETARY	K.KEERTHIKA	III B.A. ECONOMICS
8	ASSISTANT FINE ARTS SECRETARY	M.ROSHINI	III B.COM
9	HOSTEL SECRETARY	V.MANJULA	III B.A.HISTORY
10	ASSISTANT HOSTEL SECRETARY	A.RABINA	III B.A. HISTORY
11	PG SECRETARY	M.SEETHALA DEVI	II M.Sc COMPUTER SCIENCE



  
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**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

**5.3. Student Participation and Activities**

**5.3.2. Representation of Students in Academic & Administrative Bodies**

**STUDENT REPRESENTATION IN  
ACADEMIC COUNCIL**

## Minutes of the 14<sup>th</sup> Academic Council Meeting

### I – Matters for Ratification

AC: 14.01	To consider confirmation of the minutes of the 13 <sup>th</sup> Academic Council Meeting held on 24.05.2022. ( Annexure – I)
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Resolution: The minutes of the 13<sup>th</sup> Academic Council Meeting stands confirmed.

AC: 14.02	To consider action taken report of the 13 <sup>th</sup> Academic Council Meeting. (Annexure-II)
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Resolution: Approved.

It is recommended to introduce value added courses in all the departments. The chairman of the Board of Studies can approve the Syllabus and start the courses in this academic year itself.

AC: 14.03	Introduction of Naan Mudhalvan Courses as per Government Orders(Annexure-III)
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Explanation:

1. The Naan Mudhalvan Course “Language Proficiency for Employability” is introduced in Semester II for the I year students with 2 hours and 2 credits in Batch 2022 curriculum (reducing part II English hours from 6 to 4 and given extra credits) under Part IV.
2. The Naan Mudhalvan Course “Digital Skills for Employability” is introduced in Semester IV with 2 hours and 2 credits under Part IV as follows:
  - i) For Batch 2021 reducing 1 hour and 1 credit from 2 Core Courses.
  - ii) For Batch 2022 replacing the Skill Enhancement Course of 2 hours and 2 credits.
3. The following Naan Mudhalvan Courses are introduced in Semester VI for the Batch 2020 with 2 hours and 2 credits under Part III reducing 1 hour and 1 credit from 2 MBE Courses for the following programmes as below:

Programmes	Naan Mudhalvan Course
B.Sc. Botany	Medical Coding for Employability
B.Com. Commerce & B.A. Economics	Digital Banking, Logistics and Audit Essentials for Employability
B.Sc. Computer Science	Emerging Technology for Workplace
B.Sc. Maths	Data Analytics with Advanced Tools
B.Sc. Physics	Advanced Platform Technology

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4. The Naan Mudhalvan Course '**Employability Readiness**' in Semester VI for the Batch 2020 with 2 hours and 2 credits under Part IV by reducing 1 hour and 1 credit from MBE Courses for the following Programmes.

B.Sc. Chemistry  
B.A. English  
B.Sc. Geography  
B.A. History  
B.A. Tamil  
B.Sc. Zoology

Resolution: Ratified.

## II - Matters for Approval

AC: 14.04	To approve the Course structure and syllabi for the first and Second Semesters of the various programmes framed with inclusion of 75% of the TANSCHÉ model syllabus. (Annexure-VI)
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Explanation:

Changes made in the TANSCHÉ syllabus in common: For Science departments which do not have Practical for Core courses and/or Elective courses, it has been included by reducing the hours and credit from other courses in the same semester. For all PG programmes, a Skill Enhancement course has been included in the first semester. Other than these, discipline specific changes have also been made not exceeding a deviation of 25% from the model syllabus prescribed by TANSCHÉ.

Resolution: The Course Structure is approved with the following suggestions:

- i. Curriculum Development Cell should be constituted at the college level.
- ii. Choices could be given for core courses also.
- iii. Equal credits should be given for core courses.
- iv. Course Structure with more than 90 credits can be offered and it is enough if the students earn 90 credits to complete the programme.
- v. Moocs/Swayam courses can be introduced from the II Semester as self study and extra credit course in PG Programmes.
- vi. The mandatory courses Value Education, Environmental Science and Gender Studies should be included in the I, II and VI Semesters respectively.
- vii. NMEC courses shall be offered in the III and IV Semesters for UG and II and III Semesters for PG.
- viii. Equal credit distribution for the Core Courses in PG programmes should be given.

AC: 14.05	To approve the minutes of the Board of Studies and the syllabi framed for the various programmes. (Annexure-VIII)
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Explanation:

**Department of Tamil:** Approved. The sequence of courses could be changed as per the discussion in the Board of Studies.

**Department of Physics :** Approved.

**Department of Zoology :** It is approved with the following suggestions. Title of the following courses could be changed.

UG - Aquarium Keeping- As Ornament Fish Farming

PG – 1. Molecules and their interaction relevant to Biology

2. 'English Grammar for communication and scientific writing' as 'Technical English for Zoologist'.

3. Title of the value added course "Management of Cow based resources" to "Wealth from waste".

4. Sequence of Courses can be changed.

**Department of Computer Science:** Approved with the following suggestions.

1. Basic courses with relevant to concepts of computer science should be introduced even if TANSICHE dosen't offer.

3. Specify the language in Data Structure Lab Course.

**Department of History:** Approved.

1. Title of the Elective Courses in UG Indian Freedom Leaders for TNPSC Examination as Indian Freedom Leaders for Competitive Examination.

2. In PG- Remove the terms 'excluding Tamil Nadu', 'excluding India' from the title of the Courses.

3. The SEC on Research & Report writing can be offered in III Semester. Some basic courses can be offered in the I Semester.

4. Specify the time period (era) in the title exactly.

**Department of English:** Approved with the following suggestion.

Choices for Elective Courses should be given in UG and PG Programmes.

**Department of Economics:** Approved with the following suggestions.

1. The Elective Courses of UG and PG are similar in contents and so revision and updation should be done in discussion with external experts and university nominee.

**Department of Mathematics:** Approved with the following suggestions.

1. Allied Physics should be offered in I Year and Allied Chemistry in the II Year.
2. Instead of Allied Chemistry, Computer Science could be the better allied course for Mathematics Students.

**Department of Chemistry:** Approved with the following suggestions.

1. Allied Zoology course could be changed as allied Biological Science with 3 Units Zoology and 2 units Botany.
2. The Allied practical course could also be changed accordingly.
3. The SEC on 'Cosmetics and Personal care Products' can be offered as a Value added course and an other course that has been passed in Board of Studies can be introduced as a SEC.

**Department of Geography:** Approved with following suggestions.

- UG:**
1. One Core Course could be replaced with core practical by merging that core course with another related Core Course.
  2. Cartography course can be updated as GIS.
- PG:**
1. The SEC on Health & Wellness can be offered as a Value added Course.
  2. Another Course related to Geography can be offered as SEC.

**Department of Botany:** Approved with following suggestions.

1. The Course on Plant Diversity I -Algae can be changed as Algal diversity or simply as Plant Divesting.
2. Foundation Course contents could be changed with relevance to Biology.
3. Course title of NME Botanical & Landscaping can be changed as 'Basics of Botanical Gardening' in which the landscaping can be included as one unit.
4. Pathology could be removed from the core course plant diversity in both theory and practical.

### Department of Physical Education:

Value added course syllabus shall be reframed considering the TANSICHE syllabus.

AC: 14.06	To approve the question paper pattern for various courses.
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Explanation: The existing question paper pattern is to be followed generally.

Section A – 20 marks (20 MCQs X 1 mark each)

Section B – 25 marks (5 either or type questions X 5 marks each)

Section C – 30 marks (3 out of 5 questions X 10 marks each)

The question paper pattern is restructured in compliance with Bloom's taxonomy as follows:

Section A1 – 10 marks (10 MCQs X 1 mark each)

Section A2 – 10 marks (5 questions X 2 marks each)

Section B – 25 marks (5 either or type questions X 5 marks each)

Section C – 30 marks (3 out of 5 questions X 10 marks each)

The question paper pattern for Self Study Courses shall be 50 MCQs carrying two marks each. (50 X 2 = 100 marks)

The question paper pattern for Skill Enhancement Courses (theory) shall be five questions carrying 15 marks each. (5 X 15 = 75 marks)

Resolution: Approved by specifying Section A as - First 10 Question carry One mark and 11 to 15 Carry 2 Marks.

AC: 14.07	To approve the evaluation pattern for theory and practical courses.
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Explanation: The allotment of marks for internal and external evaluation is as follows:

<b>Theory courses:</b> Internal – 25 marks External – 75 marks	<b>Practical courses:</b> Internal – 40 marks External – 60 marks
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For Theory courses:

Existing CIA components		Proposed CIA components	
3 Tests (best two out of three)	15 marks	3 Tests(best two out of three)	15 marks
Seminar/Assignment	5 marks	Seminar/Assignment	5 marks
Practicum	5 marks	Attendance (for UG)	5 marks
		Class participation (for PG)	5 marks
<b>Total</b>	<b>25 marks</b>	<b>Total</b>	<b>25 marks</b>

For practical courses:

CIA components		External evaluation – 60 marks	
Continuous Assessment	25 marks	Practical	50 marks
Record	5 marks	Record	5 marks
Model Practical Exam	<u>10 marks</u>	Viva Voce	<u>5 marks</u>
Total	40 marks	Total	60 marks

Resolution:

1. No need for having attendance as a component. The existing CIA components shall be continued.
2. Instead of Record marks in practical CIA component Observation marks can be included.

## II – Matters for Discussion

AC: 14.08	Report of the office of the Controller of Examinations ( 2021-2022 and 2022-2023) (Annexure-V)
	Report of the College Activities: (Annexure-VI) <ol style="list-style-type: none"> <li>1. Details of Programmes</li> <li>2. Students Strength</li> <li>3. Results for April 2022.</li> <li>4. IQAC Report</li> <li>5. Admission Process</li> <li>6. Scholarship Details</li> <li>7. Report of Hostel</li> <li>8. Library Facility</li> <li>9. Physical Education Department</li> <li>10. University Rank Holders List</li> <li>11. Prizes / Awards / Medals</li> </ol>

Resolution:

A representation from external experts could be included in the committee to finalize the action taken for students who indulged in malpractice.

AC: 14.09	Internal Academic and Administrative Audit conducted for the year 2021-2022 (Annexure-VII)
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Resolution:

Academic Audit should be conducted with external experts every year.

AC: 14.10	To collect a penalty of Rs. 500 from the students who involve in malpractice in CIA examinations.
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Resolution:

Instead of penalty a punishment of cancellation of that particular Test can be done.

AC: 14.11	The students shall be allowed to appear only once for Self Study (extra credit) Courses.
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Resolution: Approved.

AC: 14.12	To adopt door valuation method when difficulty arises in appointment of examiners.
-----------	--

Resolution: Not Approved. Central valuation only will be suitable.

### **Recommendations of External Experts**

#### **(I) Medical Practitioner:**

The Physical fitness regarding vaccination details, anaemia, fits, long illness of students should be identified in the first year. The medical experts could be arranged through Indian Medical Association.

#### **(II) CCCD Director :**

(i) A Profile sheet for individual students could be created and the health issues if any should be mentioned. The Bio data register maintained in the college can be utilized for the above mentioned purpose.

(ii) An Orientation should be given for teachers who handle gender studies. It can be conducted in collaboration with the parent university.


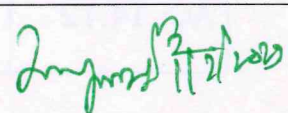
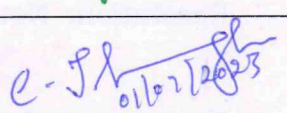

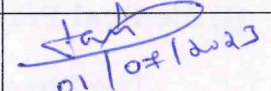
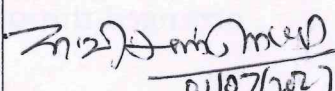
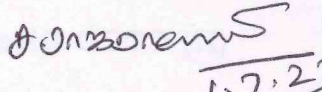

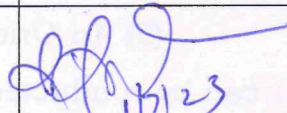
(iii) The changes prescribed by TANSICHE in due course could be implemented by conducting a Board of Studies and implemented in the same academic year as and when it is required and ratification can be obtained in the subsequent Academic Council meeting.

### (III) Professionalist:

The resources provided by university can be accessed by colleges through broad band connectivity provided by NMEICT. In future, MOU can be made with university for getting E-resources and have remote access from any computer. The resources utilised can be displayed in the website which can be shown as evidence for NAAC.

### (IV) Students representatives:

- (i) The proposal of health check was welcomed gratefully.
- (ii) Counselling/ Awareness for coaching for subject oriented competitive examination is required.

S.No	Name and Designation Thiru/Tmt/Selvi:	Department	Signature
1	Dr. J. Suganthi	Principal	
2	Dr. W. Jayaseeli	Controller of Examinations & HOD of Commerce	
3	Mrs. C. Thenmozhi	Deputy Controller of Examinations	
4	Dr. S. Ahila	Department of Tamil	
5	Dr. G. Rajeswari	Department of English	
7	Dr. J.V. SanthaJayakumari	Department of History	
8	Mrs. S. RajaRajeswari	Department of Economics	
9	Dr. S. Rajkumari	Department of Mathematics	
10	Dr. R. Radha	Department of Physics	

11	Dr. C. Jayanthi	Department of Chemistry	C. Jayanthi 1/1/23
12	Dr. S.Venkatalakshmi	Department of Zoology	S. Venkatalakshmi 01/07/23
13	<del>Dr.</del> Mrs. B. Anusuya	Department of Geography	B. Anusuya 01/07/2023
14	Dr. F. Kurus Malai Selvi	Department of Computer Science	F. Kurus Malai Selvi 01/07/2023
15	Dr. S. Radhakrishnan	Department of Botany	S. Radhakrishnan 01/07/2023
16	Dr. R. Vidhyasree	Physical Education	R. Vidhyasree 01/07/23
17	Dr. R. Mathivanan	Library	R. Mathivanan 1/1/23
18	Mrs. P. P. Sujatha	Senior staff Member	P. P. Sujatha 01.7.23
19	Mrs. S. Sundareswari	Senior staff Member	S. Sundareswari 01/01/23
20	Dr. R. Revathi	Senior staff Member	R. Revathi 01.07.2023
21	Dr. P. Senthilkumari	Senior staff Member	P. Senthilkumari 1.7.23
22	Dr. B. Buvaneswari	Educationalist	-
23	Mr. R. Balakrishnan	Industrialist	R. Balakrishnan
24	Dr. S. Paramasivam	Medicine	S. Paramasivam
25	Mr. B. Anand	Professionalist	B. Anand



26	Dr. M. Govindaraju	University Nominee	M. Govindaraju 12/23
27	Dr. K. Thamaraiselvi	University Nominee	K. Thamaraiselvi 01/07/2023
28	Dr. A. Tamilselvan	University Nominee	-
29	Dr. V. Rajesh kannan	Ex-officio	V. Rajesh kannan 01/07/2023
30	Mrs. C. Thenmozhi	Member Secretary	C. Thenmozhi 01/07/2023
31	<b>S. Abinayasri</b> (II M.Sc., Physics)	Student representative	S. Abinayasri
32	<b>R. Ranjani</b> (II M.A., English)	Student representative	R. Ranjani 7.7.2023

## Minutes of the 13<sup>th</sup> Academic Council Meeting

### I – Matters for Ratification

AC: 13.01	To consider confirmation of the minutes of the 12 <sup>th</sup> Academic Council Meeting held on 04.02.2021 ( Annexure – I)
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Resolution: The Minutes of the 12<sup>th</sup> Academic Council Meeting stands confirmed.

AC: 13.02	To consider action taken report of the 12 <sup>th</sup> Academic Council Meeting. ( Annexure – II)
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Resolution: Action taken report approved.

AC: 13.03	Section A in the Question paper pattern to be changed as multiple choice questions. ( Annexure – III)
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Explanation: The Question paper pattern for Section A was decided as follows: Multiple choice questions = 5; Fill in the blanks = 5; True or False = 5; Match the following = 5. Instead of the above as all competitive examinations have Multiple Choice Questions alone as the question paper pattern, the Council decided to change the Section A as 20 Multiple Choice Questions).

Resolution: Ratified.

AC: 13.04	To ratify the relaxation given for attendance eligibility to write the end semester examinations (November 2021) and the exclusion of attendance as one of the CIA components due to the pandemic situation.
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Resolution: Ratified.

AC: 13.05	To ratify the mode of conduct of April 2021 and November 2021 online examinations and valuation. ( Annexure IV)
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Explanation: The End Semester examinations of April 2021 and November 2021 were conducted through online due to Covid 19 pandemic situation. The valuation of answer scripts for the end semester examinations April 2021 were made online as per the directions received from the Government.

Resolution: Ratified.

AC: 13.06	To ratify the regulations for Part V Extension activities (Annexure V)
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Explanation: In addition to the five extension activities that were in practice earlier, seven more activities were included. The guidelines and regulations were framed for various activities and distribution of hours for the same has been proposed. Ratification is sought for the regulations.

Resolution: Ratified.

## II – Matters for Approval

AC: 13.07	Revised Guidelines for Value added courses to be implemented
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**Discussion:**

The Director of Council for College & Curriculum Development suggested the following changes in the regulations.

- 1) Value Added Course has to be subject/discipline oriented and related to the core subject.
- 2) It should be offered only for PG students.
- 3) A student can take up three Value Added Courses offered by the parent Department in I, II & III Semesters respectively.
- 4) Separate fees should not be collected for the course other than Examinations Fees.
- 5) Evaluation of the course has to be made similar to other regular courses.
- 6) A separate certificate need not to be issued. It should be indicated in the Mark statements and Cumulative Marks statement under Non-CGPA column.

**Resolution:** The regulations have been revised according to the suggestions.

AC: 13.08	To approve the minutes of the internal Board of Studies of various disciplines for Value Added Courses – the syllabi and question paper pattern and the budget.
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**Resolution:** The course can be implemented after reviewing the syllabus in the Board of Studies.

AC: 13.09	The attendance score may not be taken as a CIA component for PG Programmes.
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**Discussion:**

For both UG & PG revision in CIA component has to be done. As attendance is the eligibility criterion for appearing examination, marks need not be given for attendance.

**Resolution:**

CIA Component is revised as,

3 tests	-	15 Marks(best two out of three)
Seminar / Assignment	-	5 Marks
Practicum	-	<u>5 Marks</u>
<b>Total</b>	<b>-</b>	<b><u>25 Marks</u></b>

AC: 13.10	To approve the disposal of the valued answer scripts of the previous years April 2018 to November 2019
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**Resolution:** Approved.

### III – Matters for Discussion

AC: 13.11	Report of the Office of the Controller of Examinations - 2020-2021 <ul style="list-style-type: none"><li>• Presentation by COE</li></ul>
AC: 13.12	Report of College Activities : (2020-2021) <ol style="list-style-type: none"><li>1. Details of Programmes</li><li>2. Students Strength</li><li>3. Results for April 2021</li><li>4. IQAC Report</li><li>5. Admission Process</li><li>6. Scholarship Details</li><li>7. Report of Hostel</li><li>8. Library Facility</li><li>9. Physical Education Department</li><li>10. University Rank Holders List</li><li>11. Prizes/ Awards / Medals</li></ol>
AC: 13.13	Report of The Autonomy Review Expert Committee visited the college on 06.09.2021 and 07.09.2021. <ul style="list-style-type: none"><li>• Autonomy Extension has been granted for the period of 2021-2022 to 2025-2026 including ex-post-facto approval for the period 2020-2021.</li><li>• The Syndicate of the the Bharathidasan University has also approved the same. (ref.No 27858/R/CCCD/L/2019, Dt. 09.03.2022</li></ul>
AC: 13.14	Report of the Academic Audit - 2020-2021.

#### Suggestion of External Experts:

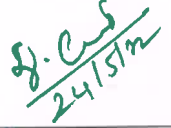



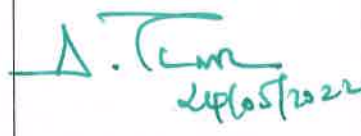
- 1) Slow learners and Fast learners will have to be identified in the first year of the programmes and appropriate measures will have to be initiated.
- 2) The Academic council had suggested to do away with the outdated courses like DTP, Corel draw, Photoshop, etc. and offer contemporary courses like Web designing with PHP, etc. which will lead the students to





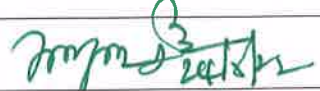

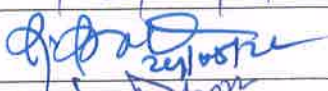
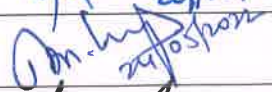
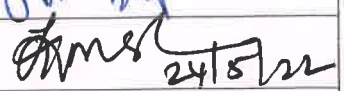

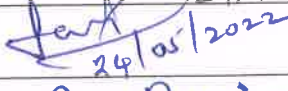
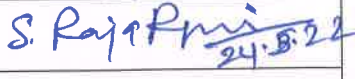
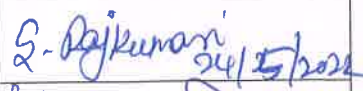

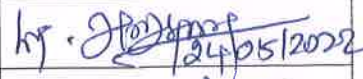

Ph.D/Entrepreneurship/ Freelancership to enhance their employability skills.

- 3) Medical inspection of students should be conducted every year for first year students to identify congenital diseases and other fitness. Medical check-ups for staff should also be conducted.
- 4) There should be a provision to obtain vaccination details of students in the application form itself.
- 5) For science projects, medical related data can be obtained through local representation in Indian Medical Association.

Suggestion of students:

1. Coaching for competitive examinations can be conducted every year.
2. In addition to Quantitative aptitude, test of reasoning may be made a part of the Curriculum and imparted as a Self Study Course.

S. No	Name of the Staff	Designation	Signature
1	Dr.D.Rosi Principal Government College for Women(A) Kumbakonam	Chair Person	 24/5/22
2	Dr. V. Rajesh Kannan Director of Council for College & Curriculum Development Bharathidasan University Tiruchirappalli	Ex-Officio	 24/5/22
3	Dr. M. Govindaraju, Professor Department of Environmental Biotechnology Bharathidasan University Tiruchirappalli	University Nominee	 24/5/22
4	Dr. K. Thamaraiselvi Professor Department of Environmental Biotechnology Bharathidasan University Tiruchirappalli.	University Nominee	 24/05/2022
5	Dr.A.Tamilselvan, Professor, Department of Mathematics Bharathidasan University Tiruchirappalli	University Nominee	 24/05/2022

6	Dr. B. Buvaneswari Principal K. K. Govt. Arts College for Women (A), Pudukkottai.	Educationalist	 24/05/22
7	R. Balakrishnan M.A., Managing Partner Kali Engineering Works 1296/C, Chennai Main Road Kumbakonam.	Industrialist	 24/05/22
8	Dr. S. Paramasivam SP Hospital 14, New Railway Station Road Kumbakonam.	Medicine	 24.5.2022
9	B. Anand Network Engineer Programme Officer (Online Programmes, CDOE) Member, Centre for Internal Quality Assurance (CDOE) Bharathidasan University Tiruchirappalli.	Professional	 24/5/22
10	Dr.W.Jayaseeli	Controller of Examinations	 24/5/22
11	Mrs. C. Thenmozhi	Deputy Controller of Examinations	-
12	Dr.S.Ahila	HOD of Tamil	 24/5/22
13	Dr.R.Radha	HOD of Physics & Member Secretary	 24/05/22
14	Dr.S.Venkatalakshmi	HOD of Zoology	 24/05/2022
15	Dr.F.Kurus Malai Selvi	HOD of Computer Science	 24/5/22
16	Dr.J.V.Santha Jayakumari	HOD of History	 24/5/2022
17	Dr. G.Rajeswari	HOD of English	 24/05/2022
18	Mrs.S.RajaRajeswari	HOD of Economics	 24.5.22
19	Dr.S.Rajkumari	HOD of Mathematics	 24/5/2022
20	Dr.C.Jayanthi	HOD of Chemistry	 24/5/22
21	Dr.B.Anusuya	HOD of Geography	 24/05/2022
22	Dr.S.Radhakrishnan	HOD of Botany	 24/05/2022

23	Dr.R. Vidyasree	Physical Education Directress	for S.S. Vidyasree 24/5/2022
24	Dr.R. Mathivanan	Librarian	S. Mathivanan 24/5/2022
25	Dr.S.Valarmathi	Senior Staff	S. Valarmathi 24/5/2022
26	Mrs.P.P.Sujatha	Senior Staff	V.V. Sujatha 24/5/2022
27	Mrs.S.Sundareswari	Senior Staff	S. Sundareswari 24/5/2022
28	Dr. R. Revathi	Senior Staff	R. Revathi 24/5/2022
29	S. . Vishnupriya	Student Representative	S. Vishnupriya
30	R. Rageswari	Student Representative	R. Rageswari

## Minutes of the 12<sup>th</sup> Academic Council Meeting

### I- Matters for Ratification

AC:12.01	To consider confirmation of the minutes of the 11 <sup>th</sup> Academic Council Meeting held on 30.03.2019.
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Resolution: The Minutes of the 11<sup>th</sup> Academic Council Meeting stands confirmed.

AC:12.02	To consider Action Taken Report of the 11 <sup>th</sup> Academic Council Meeting.
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Resolution: The Council perused and accepted the Action Taken Report.

AC:12.03	To ratify the changes carried out in the conduct of the internal examinations. <ul style="list-style-type: none"><li>• Presentation by COE</li></ul>
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Explanation: Based on the requests received from students in 2019-2020, it has been decided to conduct one examination per day for 3 hours. Hence only two continuous internal assessment tests are conducted with 60% of portions covered in CIA – I and 100% in CIA II. Accordingly the component of Continuous Internal Assessment was revised as:

I CIA	-	7 marks
II CIA	-	8 marks
Assignment / Seminar	-	5 marks
Innovative Learning	-	<u>5 marks</u>
<b>Total</b>	-	<b><u>25</u></b>

In **2020-2021 academic year odd semester**, the number of CIA tests, test marks and assignment marks vary for different batch of students. One model exam was conducted to all students for 75 marks. The total of CIA tests, assignments and model exam marks were calculated to 25 irrespective of the number of tests and assignments.

In **2020-2021 even semester**, it has been planned to have the following pattern:

Test	- 7 marks (Test 1 - 25 marks for 1 unit , Test 2 - 50 marks for 2 units)
Model Exam	- 8 marks (Whole syllabus for 75 marks)
Assignment / Seminar	- 5 marks
Innovative Learning	- <u>5 marks</u>
<b>Total</b>	- <b><u>25</u></b>

Resolution: The agenda is ratified with the change to be made in the component 'Innovative learning' to "Practicum" from the academic year 2021-22.



AC:12.04	To ratify the revaluation procedure adopted and to approve the same for future years.
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Discussion: While revaluation, the higher mark awarded was taken into consideration earlier. In November 2019 examination, since the difference between 1<sup>st</sup> valuation and revaluation was more than 15 in many cases, a third valuation was carried out. Out of the three valuations, the higher mark of the two closer marks is taken into consideration as the final mark.

Approval is sought to adopt the same procedure whenever the same situation arises.

Resolution: Ratified and is approved to adopt the procedure.

AC:12.05	To ratify the mode of conduct of April-2020 Online Examinations and valuation.
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Discussion: The End Semester Examinations of April 2020 has been conducted online for final year students of UG and PG, due to Covid 19 pandemic situation, as per the directions of the Government as per G.O. (MS) No.493, dt. 15.09.2020 and the letter of the Bharathidasan University No. 002/COE/Conf.II/A1/2020 dt. 19.09.2020. The valuation of answer scripts for the final semester students was also made online.

The intermediate semester students were exempted from examinations and were allowed to continue their next semester. Results for the intermediate semesters were declared based on their internal marks and performance in the previous semester, as per the guidelines given by the government (G.O. D. No. 111 dt. 27.07.2020).

Resolution: Ratified.

AC:12.06	To ratify the relaxation given for Attendance Eligibility to write the End semester Online Examinations during the pandemic situation.
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Discussion: For April 2020 examinations, since there was complete lock down from March 18, 2020 onwards, the attendance eligibility of 50% is reduced to 40%.

For November 2020 examinations, since the classes were conducted in online mode, considering the practical difficulty faced by the students in attending the online classes, the attendance eligibility was fixed as follows:

- a) Students, who attended the online classes and submitted all the assignments and have attended all the CIA examinations, were brought under Category I by awarding a minimum of 75% attendance and made eligible to write End Semester Examinations irrespective of the percentage of actual online attendance.
- b) Students, who couldn't attend online classes but have submitted all the assignments and have attended the CIA examinations, were brought under Category II by awarding 75% attendance and made eligible to write End Semester Examinations.
- c) Students, who didn't submit assignments, write CIA examinations, and fees not paid till the date of examinations were brought under Category III and were not eligible to write the End Semester Examinations.

Resolution: The students who are in Category III can be considered based on the genuineness of the reason and considered in the coming semesters to write as arrear exams.

AC:12.07	To approve Mode of Examinations & Door Valuation of November-2020 End semester Examinations
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Resolution: Ratified

## II – Matters for Approval

AC: 12.08	-	To approve the proposed revision in the attendance eligibility for writing examinations and inclusion of attendance as one of the CIA component.
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Discussion: 1. The required percentage of attendance for writing end semester examinations with condonation and medical certificate is 60%. The Proposed revised norms submitted for approval is as follows:

- 1. 75% and above - Eligible to write the examinations
- 2. 74% to 60% - Shall apply for condonation
- 3. 59% to 50% - Shall apply for condonation with medical Certificate
- 4. Below 50% - Not Eligible and has to Re-do the semester.

However the Chief Controller of examination has the ultimate authority to sanction permission to students in special cases to write examinations.

CIA Components:

At Present		Proposed	
CIA (2 tests)	-15 marks	Test (2 tests)	- 10 marks
Assignment/Seminar/Quiz	- 5 marks	Assignment/Seminar/Quiz	- 5 marks
Creativity/Innovative learning-	5 marks	Creativity/Innovative learning	- 5 marks
		Attendance Score	- 5 marks
<b>TOTAL</b>	<b>- 25 marks</b>	<b>TOTAL</b>	<b>- 25 marks</b>

Resolution: The agenda is ratified with the change to be made in the component 'Innovative learning' to "Practicum" from the academic year 2021-22.

AC: 12.09	-	To provide copy of evaluated answer scripts to students to ensure transparency on request according to university fees structure. (Format in Annexure )
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Resolution: Approved

AC: 12.10		To provide transcripts to students on request to facilitate migration to different universities.
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Resolution: Approved

AC: 12.11		To approve the common course structure revised based on the UGC regulations for learning outcome based curriculum (LOCF)
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Discussion: **For UG Programmes**

- Section A in the Question paper pattern (10 X 2 = 20 marks) for all question papers is changed to (20 X 1 = 20) objective type questions: MCQ – 5; Fill up the blanks – 5; True or False – 5; Match the following – 5
  - The carry over practical courses with 6 credits and 3 hours for each semester for science programmes are changed to 2 practical courses with 3 credits for core practical courses and 2 credits for allied practical courses.
  - The existing self study course, Mathematical Aptitude for Recruitment Board Examination in the final semester is shifted to third semester and another self study course, Social Studies for Competitive Examination is introduced in the fourth semester for UG programmes.

- Skill enhancement courses are offered with choice regarding instruction hours: tutorial/ practical/theory. A course with both theory and practical can have a proportion of 60:40 for assessment.

	Hours/week	Credit	Exam hours	Marks		
				CIA	ESE	TOTAL
Theory	1	2	-	20	-	100
Practical	1		2 hrs	20	60	

- Value added courses are introduced as extra credit courses.
- An option is given for all UG programmes to have group or individual Dissertation/project instead of one core course.

#### For PG Programmes

- Section A in the Question paper pattern (10 X 2 = 20 marks) for all question papers is changed to (20 X 1 = 20) objective type questions: MCQ – 5; Fill up the blanks – 5; True or False – 5; Match the following - 5
- Extra Disciplinary course has been introduced
- Value added courses are introduced as extra credit courses.
- Skill enhancement courses offered with 2 theory hours per week are now given with combination of tutorial/ practical/theory hours. A course with both theory and practical can have a proportion of 40:60 for assessment.

	Hours/week	Credit	Exam hours	Marks		
				CIA	ESE	TOTAL
Theory	1	2	-	20	-	100
Practical	1		2 hrs	20	60	

Resolution: Approved

AC: 12.12	To approve the minutes, course structure and syllabus of all disciplines <ul style="list-style-type: none"> <li>• Presentation by All HODs</li> </ul>
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Resolution: Approved

AC: 12.13	To approve the regulations for Value added course. (List of Value added courses in annexure - IX) <ul style="list-style-type: none"> <li>• Presentation by IQAC coordinator</li> </ul>
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Resolution: Approved

AC:12.14	To approve the consultancy policy framed for the College. <ul style="list-style-type: none"> <li>• Presentation by IQAC coordinator</li> </ul>
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Resolution: Approved

### III – Matters for Discussion

AC:12.15	Report of the Office of the Controller of Examinations (2019-2020) <ul style="list-style-type: none"> <li>• Presentation by COE</li> </ul>
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AC:12.16	Report of college activities <ul style="list-style-type: none"> <li>• Details of Programmes</li> <li>• Students Strength 2019-2020</li> <li>• Results for April -2019</li> <li>• IQAC Report</li> <li>• Admission process</li> <li>• Scholarship Details</li> <li>• Report of Hostel</li> <li>• Library Facility</li> <li>• Physical Education Report</li> </ul>
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AC:12.17	Acknowledgement received for the proposal sent to UGC for Autonomous Extension and Communication with list of expert committee members for on the spot inspection of the College has been received on 04.03.2020.
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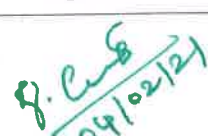
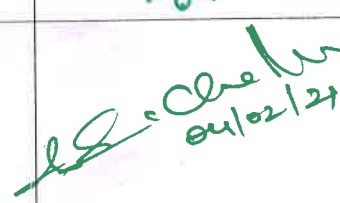
AC:12.18	The Proposal for Triennial General Inspection has been submitted to University on 23.02.2020.
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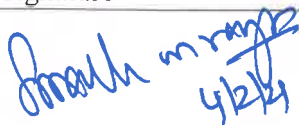

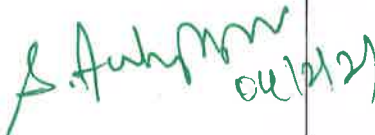
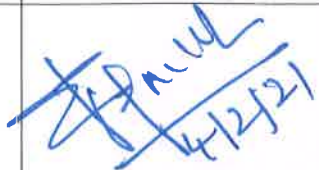
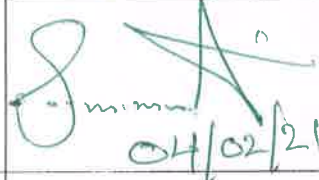




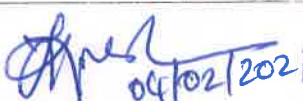
AC:12.19	Permanent Affiliation Granted for various programmes.
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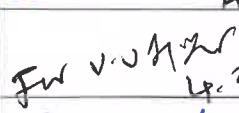
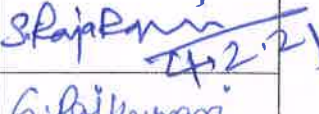
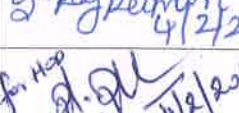
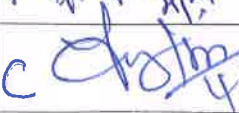
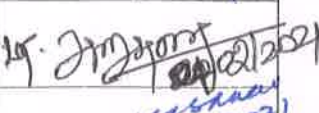
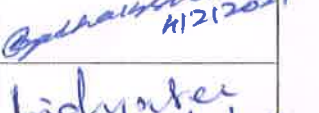
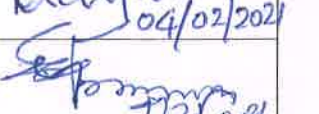
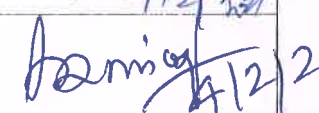
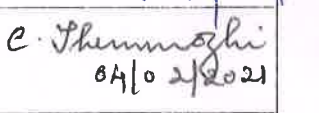
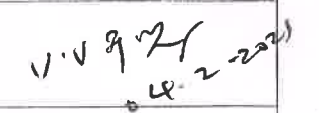
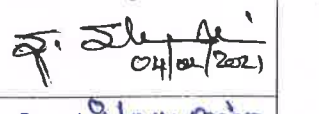
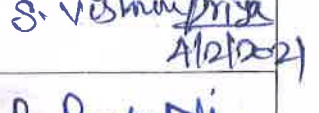
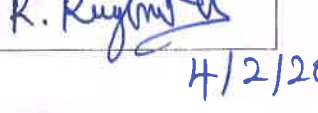

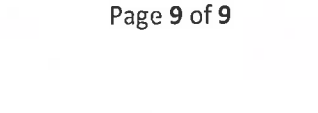
AC:12.20	Academic Audit conducted for the year 2018-2019 & 2019-2020
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**Suggestions made by External Experts:**

1. Collaborations can be made with Bharathidasan University's Education Department for 'Practicum' component of the CIA.
2. The title of the Major Based Elective Course "Health Chemistry" of the B.Sc. Chemistry programme is to be changed according to the contents.
3. In skill enhancement course for M.Sc., Zoology programme titled "English Grammar for communication and scientific writing, an introduction to Latex can be included.
4. "Script writing for press media" can be introduced as a course instead of "Journalism and Mass Communication" for the M.A. English programme.
5. A Major Based Elective Course titled "Automata Theory" is suggested to be offered as "Automata Theory and Compiler construction".
6. It has been suggested to introduce "Space mechanics for mathematics PG programme in the next board of studies meeting.
7. Introduction to LATEX could be included in M.Sc., Zoology curriculum as one unit in the skill enhancement course titled " English Grammar for Scientific writing"
8. The Extra Disciplinary course – "Mass Communication" could be replaced with "Technical writing for products and services" in the curriculum of M.A. English programme. A Skill enhancement course on "Script writing for mass media" could be introduced instead of "Journalism"
9. For PG History graduates "Skills in writing and speaking" could be introduced as one of the skill enhancement course.

S.No	Name	Designation	Signature
1	Dr. D. Rosi Principal, Government College for Women(A), Kumbakonam	Chairperson	 04/02/21
2	Dr. J.A.Arul Chellakumar Professor and Director Council for College & Curriculum Development Bharathidasan University Tiruchirappalli	Ex-Officio	 04/02/21

S.No	Name	Designation	Signature
3	Prof.S.Narkunaraja Department of Bio-Medical Science Bharathidasan University Tiruchirappalli	University Nominee	 4/2/21
4	Dr.S.Srinivasa Ragavan Professor and Head Department of Library & Information Science Bharathidasan University Tiruchirappalli	University Nominee	 4/2/21
5	Dr.S.Anbazhagan, Professor & Department of Life Long Learning Bharathidasan University Tiruchirappalli	University Nominee	 04/02/21
6	Dr.E. Ramganesh Professor and Head Department of Educational Technology, Bharathidasan University, Tiruchirappalli.	Educationalist	 4/2/21
7	Dr.S.M.Martin, Chairman, Star Matriculation School Star IT Park Kumbakonam	Industrialist	 04/02/21
8	Dr.Prabha,M.D.,DGO Gynecologists Dhanalakshmi Hospital Kumbakonam	Medicine	AAA
9	V.S.D. Arularasan Principal Government College of Fine Arts Kumbakonam	Professionalist	 04/2/2021
10	Dr.S.Venkatalakshmi	Controller of Examinations & HOD of Zoology	 04/02/2021
11	Dr.W.Jayaseeli	HOD of Commerce & Assistant Controller of Examinations & Member Secretary	 4/2/21
12	Dr.S.Ahila	HOD of Tamil	 04/02/2021
13	Dr.F.Kurus Malai Selvi	HOD of Comp. Science	 04/02/2021

S.No	Name	Designation	Signature
14	<del>Mrs. G. Rajeswari</del>	HOD of English	 A.2.21
15	Mrs. P.P. Sujatha	HOD of History	 4.2.2021
16	Mrs. S. Raja Rajeswari	HOD of Economics	 4.2.21
17	Dr. S. Rajkumari	HOD of Mathematics	 4/2/2021
18	Dr. T. Thilagavathi	HOD of Physics	 4/2/2021
19	Dr. C. Jayanthi	HOD of Chemistry	 4/2/21
20	Mrs. B. Anusuya	HOD of Geography	 4/2/2021
21	Dr. S. Radhakrishnan	HOD of Botany	 4/2/2021
22	Dr. R. Vidyasree	Physical Director	 04/02/2021
23	Mr. R. Mathivanan	Librarian	 4/2/21
24	Dr. S. Valarmathi	Associate Professor of Tamil	 4/2/21
25	Mrs. C. Thenmozhi	Assistant Professor of English	 04/02/2021
26	Mrs. P.P. Sujatha	Assistant Professor of History	 4.2.2021
27	Mrs. S. Sundareswari	Assistant Professor of Comp. Science	 04/02/2021
28	S. Vishnupriya	I M.Sc (C.S), (Stu. Rep.)	 4/2/2021
29	S. Rajeswari	I M.Com., (Stu. Rep.)	 4/2/2021



## Minutes of the 11<sup>th</sup> Academic Council Meeting

30.03.2019

AC:11.01	To consider confirmation of the minutes of the 10 <sup>th</sup> Academic Council Meeting held on 20.01.2018.
Resolution:	The minutes of the 10 <sup>th</sup> Academic Council Meeting stand confirmed.
AC:11.02	To consider Action Taken Report of the 10 <sup>th</sup> Academic Council Meeting.
Resolution:	The Council perused and accepted the Action Taken Report. The Skill Based Course Food and Nutrition introduced for Zoology UG programme may be introduced for all programmes.
AC:11.03	To ratify the syllabus for M.Phil., Computer Science.
Discussion:	As per the directions of the Government (G.O. No. 10648/G1/2017-1, Higher Education, dt. 20.06.2017) the M.Phil Computer Science programme has been started in the academic year 2018-2019. The syllabus framed and approved in the Board of Studies meeting conducted on 30.07.2018 was implemented for the batch of students admitted from 2018-2019 onwards. Hence the ratification of the syllabus is sought.
Resolution:	The syllabus is ratified.
AC:11.04	To ratify the syllabus for B.Sc., Botany.
Discussion:	As per the directions of the Government (G.O. No.10785/G1/2018-1, Higher Education dt.05.06.2018) the B.Sc. Botany programme has been started in the academic year 2018-2019. The syllabus framed and approved in the Board of Studies meeting conducted on 19.09.2018 was implemented for the batch of students admitted from 2018-2019 onwards. Hence the ratification of the above is sought.
Resolution:	The syllabus is ratified.

AC: 11.05 -	To approve the course structure, evaluation pattern and question paper pattern for M.Phil programmes.
Discussion:	The following question paper pattern is suggested for all M.Phil programmes from 2019-2020 onwards.
Resolution:	The present distribution of marks between internal and external valuation be retained as 25: 75. The question paper pattern is approved to 5 questions of 15 marks each. The components of CIA may vary among different programmes and courses according to its applicability.

AC: 11.06 -	To approve the syllabus for M.Phil., Zoology Physics, Tamil. <ul style="list-style-type: none"> <li>• Presentation by respective HODs</li> </ul>
Discussion:	As per the directions of the Government (G.O. No. G.O. No.10785/G1/2018-1, Higher Education dt.05.06.2018) the M.Phil Physics, Tamil and Zoology programmes are to be started in the academic year 2019-2020. The syllabi framed and approved in the Board of Studies meeting conducted on 22.03.2018, 25.03.2018 and 12.03.2018 respectively are to be implemented for the batch of students admitted from 2019-2020 onwards. Hence the approval for the above is sought.
Resolution:	The syllabi for the above programmes are approved. The title of Course II – Recent advances in Zoology be changed to 'Emerging trends in Zoology'.  The topic 'Innaya Tamil Araichi' may be included as a Unit in Course I – Research Methodology in M.Phil Tamil Programme.

AC: 11.07 -	Introducing internship for 30 hours with 2 extra credits as non CGPA course in PG programmes.
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Resolution: The internship is approved.

AC: 11.08 -	To approve the introduction of Self Study Course ( Non CGPA Course) for PG and UG in the odd semester of the final year with 2 credits instead of even semester
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Discussion: (i) As per the minutes recorded in 8<sup>th</sup> and 9<sup>th</sup> academic council meeting, it has been resolved to introduce a common self study paper entitled "Mathematics aptitude for Recruitment Board Examinations" to be implemented for the

students admitted from 2017-2018 onwards in the sixth semester with one credits.

It is now proposed to approve the same to transfer from sixth semester to fifth semester. The title is proposed to change as "Quantitative Aptitude for Competitive Examinations". And also the credit could be revised as 2 credits.

(ii) Similarly the self study course in practice for PG in fourth semester could be advanced to third semester.

Resolution: The proposal is approved.

AC: 11.09 -	To approve the minutes of internal Board of Studies.
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Discussion: The HODs presented the revisions made in the syllabus.

Resolution: The minutes of internal Board of Studies of all the programmes is approved.

AC: 11.10 -	To approve the change of question paper pattern for NME course offered by Mathematics department titled "Mathematics for Competitive Examinations" to the objective type pattern and to change the title as "Quantitative Aptitude for Competitive Examinations"
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Resolution: The proposal is approved.

AC: 11.11 -	To approve single valuation for revaluation
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Resolution: The proposal is approved.

AC: 11.12 -	To approve the disposal of the valued answer scripts of the previous years (November 2012 to April 2015)
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Resolution: The proposal is approved.

AC: 11.13 -	To approve the MOUs signed. Presentation by HOD of Tamil
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Resolution: The proposal is approved.

C: 11.14 -	Proposals are sent for starting new programmes-M.Phil., Commerce, Ph.D., in Physics and certificate course on Journalism and Mass communication by the department of History.
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Resolution: The proposals are approved.

Recommendations:

**EXTERNAL EXPERTS:**

Temple Tourism can be included as Skill Based /Value Added Course for students of History

A value added course on Civil Services may be included for the programmes in History Economics and Geography.

Botany department may include heritage oriented activities.

Visualising the contents may be included as teaching methodology.

SWAYAM mentor has to be assigned for starting online courses.

Fine arts may be included as value added course and could be conducted with linkage of Government Fine Arts College, Kumbakonam.

Skill Development Courses offered by NABARD may be introduced through Entrepreneurship Development Cell.

**STUDENT REPRESENTATIVES:**

Training in Quantitative Aptitude

EDC training through DIC.

Establishment of on-line registration centre in the college for competitive examinations.

**Chairperson:**

Dr. P. Cynthia Selvi (Principal)

**Controller of Examinations:**

Dr.S.Venkatalakshmi

**Assistant Controller of Examinations:**

Dr.W.Jayaseeli

**Signature**

- M. S. Sankaranarayanan  
30/3/19

- Am. Lakshmi  
30/3/19

- W. Jayaseeli  
30/3/19

**Members of the Departments:**


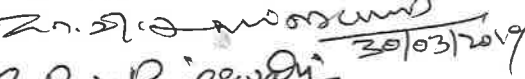

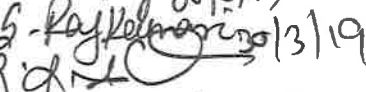

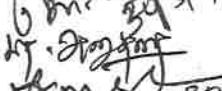
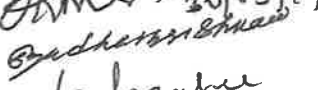
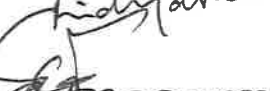
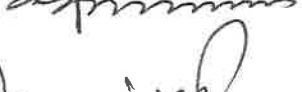

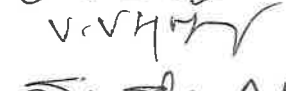








1. Dr.S.Ahila (Tamil )
2. Mrs.G.Rajeswari (English)
3. Dr.J.V.Shantha Jayakumari (History)
4. Mrs.S.RajaRajeswari (Economics)
5. Dr.W.Jayaseeli (Commerce)
6. Dr.S.Rajkumari (Mathematics)
7. Dr.R.Radha (Physics)
8. Dr.C.Jayanthi (Chemistry)
9. Dr.S.Venkatalakshmi (Zoology)
10. Mrs.B.Anusuya (Geography)
11. Dr.F.Kurus Malai Selvi (Computer Science)
12. Dr.S.Radhakrishnan (Botany)
13. Dr.R.Vidyasree (Physical Director)
14. Mr.R Mathivanan (Library)

**Senior Staff Members of the College:**

- Dr.S.Valarmathi (Assoc. Professor of Tamil)  
Mrs.C.Thenmozhi (Asst. Professor of English)  
Mrs.P.P.Sujatha (Asst. Professor of History)  
Mrs.S.Sundareswari (Asst. Professor of C.S)

**Members nominated by the Principal:**

1. Dr.E. Ramganesh Educationalist  
Professor and Head  
Department of Educational Technology  
Bharathidasan University  
Tiruchirappalli
2. Dr.S.M.Martin Industrialist  
Chairman  
Star Matriculation School  
Star IT Park  
Kumbakonam
3. Dr.Prabha M.D.,DGO Medicine  
Gynecologists  
Dhanalakshmi Hospital  
Kumbakonam
4. V.S.D. Arularasan Professionalist  
Principal  
Government College of Fine Arts  
Kumbakoam

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- S. RajaRajeswari 30/3/19  
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- S. Rajkumari 30/3/19  
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- C. Jayanthi  
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**University Nominees:**

1. Prof.S.Narkunara  
Professor and Head  
Department of Bio-Medical Science  
Bharathidasan University  
Tiruchirappalli
2. Dr.S.Srinivasa Ragavan  
Professor and Head  
Department of Library & Information Science  
Bharathidasan University  
Tiruchirappalli
3. Dr.S.Anbazhagan  
Professor of Department of Life Long Learning  
Bharathidasan University  
Tiruchirappalli

- S. S. Narkunara  
30/3/19

- S. S. Srinivasa Ragavan  
30/3/19

- S. Anbazhagan  
30/3/19

**Ex-Officio:**

1. Dr. J.A.Arul Chellakumar  
Professor and Director  
Council for College & Curriculum Development  
Bharathidasan University  
Tiruchirappalli

- J. A. Arul Chellakumar  
30/3/19

**Member Secretary:**

1. Dr.W.Jayaseeli  
HOD of Commerce & Asst. COE  
Government College for Women (Autonomous)  
Kumbakonam

- W. Jayaseeli  
30/3/19

**Student Representative:**

1. S.Kavitha I M.Sc (Computer Science)
2. K.Vinodhini I M.Com

- S. Kavitha  
30/3/19

- K. Vinodhini  
30/3/19



**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

**5.3. Student Participation and Activities**

**5.3.2. Representation of Students in Academic & Administrative Bodies**

**STUDENT REPRESENTATION IN  
IQAC**



# GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)

KUMBAKONAM – 612 001

Affiliated to Bharathidasan University

DST - CURIE Sponsored Institution

IV Cycle of Accreditation

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Government College for Women (Autonomous), Kumbakonam – 612001

Internal Quality Assurance Committee Meeting (2022-2023)

Date: 22.11.2022

Time: 2.00 PM

## Minutes of the Meeting

1. It was recommended to create local NPTEL chapter in the institution
2. Teachers and Post Graduate students were encouraged to login NLIST daily.
3. The committee made a strong recommendation to educate the faculty on teaching plan.
4. The committee strongly recommended the introduction of online courses. In the event of the students not being able to complete the courses successfully, the certificate can be issued by the COE.
5. The committee emphasized upon the initiatives to be taken by the institution under Criteria VII.
6. A review meeting with the Criteria Heads / Criteria Managers can be conducted every week to expedite NAAC SSR preparation.

S. No	Category	Name	Signature
1.	Chairperson	Dr. P.S. Vijayalakshmi	P.S. Vijayalakshmi 22/11/22
2.	Coordinator	Dr.F.Kurus Malai Selvi	Dr.F.Kurus Malai Selvi 22/11/22
3.	Senior Teachers	Dr. S.Ahila	S. Ahila 22/11/22
4.		Dr. R.Radha	R. Radha 22/11/22
5.		Dr. S. Valarmathi	S. Valarmathi 22/11/22
6.		Dr.S.Venkatalakshmi	S. Venkatalakshmi 22/11/22
7.		Dr. W. Jayaseeli	W. Jayaseeli 22/11/22
8.	Administrative Officer	Mr.K.Gajendran	K. Gajendran 22/11/22



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9.	External Experts	Dr. R.Nagarajan	R. Nagarajan
10.		Dr. A.Venkatesan	A. Venkatesan 22/11/22
11.	Alumnae	Dr. A.Ruby	A. Ruby 22/11/22
12.	IQAC Student's Chapter Staff	Mrs. S.Sheela	S. Sheela
13.	Student Representatives	Ms. S.Mohanapriya	S. Mohanapriya 22/11/22
14.		Ms. R. Sandhya	R. Sandhya 22/11/22

- Tutorial Ward Meeting to be conducted every month and the minutes recorded.
- IIC Planner during the period 1<sup>st</sup> June, 2023-31<sup>st</sup> August, 2023 Warrants for Mandatory activities by Tamil, English, Geography, Chemistry, Mathematics, History, Botany, Economics (any four departments can take up)
- Full automation of the Library
- Cyber Security through Firewall
- Dedicated Audio Visual and Lecture capturing facility to be established with the help of Digital Camera purchased under RUSA.
- Student progression /placement data to be prepared by all the departments and the report submitted to IQAC after the publication of results.
- External / Internal Academic & Administrative Audit to be conducted
- Soft copies of publication in UGC care / Scopus / Web of Science / soft copies of sponsored project / Award students achievement to be submitted to IQAC (End of the semester – 31<sup>st</sup> December and 30<sup>th</sup> April, 2023)
- Minutes of Council Meeting to be communicated via E-Mail to all Permanent Teaching staff as part of E-Governance initiative
- Chemistry department to explore the possibility of safe disposal of Chemical waste
- Inclusive environment to celebrate multi religious events

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## Minutes of the Meeting

It has been resolved to incorporate the suggestions/feedback imparted by the Academic and Technical and Experts to shape /fine tune the NAAC SSR Submission.

### Members Present

S. No	Category	Name	Signature
1.	Chairperson	Dr. S.Ahila,	S. Ahila 15/07/2023
2.	Coordinator	Dr.F.Kurus Malai Selvi	F.Kurus Malai Selvi 15/07/2023
3.	Senior Teachers	Dr. R.Radha,	R. Radha 15/07/23
4.		Dr.S.Venkatalakshmi,	S. Venkatalakshmi 15/07/23
5.		Dr. W. Jayaseeli,	—
6.	Administrative Officer	Mr.K.Gajendran	—

7.	External Experts	Dr A. Venkatesan	—
8.		Dr R. Nagarajan	—
9.		Dr.R.S.Sundararajan	R.S.Sundararajan 15/07/23
10.		Mr. B. Anand	B. Anand 15/07/23
11.	Alumnae	Dr.A.Ruby	A. Ruby 15/07/2023
12.	IQAC Student's Chapter Staff	S.Sheela	S. Sheela 15/7/23
13.	Student Representatives	S. Mohana Priya	S. Mohana Priya
14.		M.Sumithra	M. Sumithra

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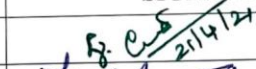
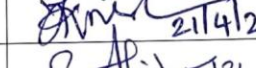

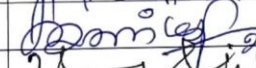



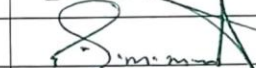
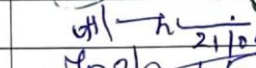
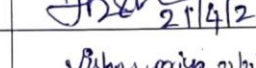
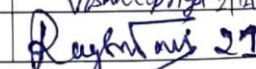






## Minutes of the Meeting

1. The achievements / plan of action sketched out in the IQAC Meeting held on 15/02/2019 were discussed.
2. AQAR for 2018-2019 submitted on 10/11/2020 was approved.
3. AQAR for 2019-2020 to be uploaded to NAAC within this month was discussed.
4. Data uploaded for India ranking (NIRF) on 29.11.2019 was approved.
5. Road map for Future plan was discussed.
6. During pandemic period, learning materials uploaded in E-Portal of our website were discussed.
7. It was resolved that the Webinar on E-Content preparation is to be conducted by IQAC.
8. It was suggested that while uploading NIRF and AQAR data along with state scholarship, the university scholarship, single child scholarship and National level scholarship are to be included.
9. It was prescribed to publish a magazine / Journal by each department.
10. It was suggested to conduct online examination using multiple choice question.
11. It was resolved to upload the university rank holders list along with their photo in our college website.

  
21/4/21  
IQAC Co-Ordinator

  
21/4/21  
PRINCIPAL

S.No	NAME	SIGNATURE
1	Dr. D. Rosi M.A., M.Phil, Ph.D.,	 21/4/21
2	Dr. F. Kurus Malai Selvi M.Sc., M.Phil., Ph.D.,	 21/4/21
3	Dr. S. Ahila, M.A., M.Phil., B.Ed., Ph.D.,	 21/4/21
4	Dr. R. Radha, M.Sc., M.Phil., Ph.D.,	 21/4/21
5	Dr. S. Valarmathi, M.A., M.Phil., M.Ed., Ph.D.,	 21/4/2021
6	Dr. W. Jayaseeli, M.Com., M.Phil., Ph. D.,	 21/4/21
7	Dr. S. Venkatalakshmi, M.Sc., M.Phil., Ph.D.,	 21/04/21
8	Mr. K. Gajendran,	 21/4/21
9	Dr. P.Mariappan, M.Sc., M.Phil., Ph. D.,	 21/4/21
10	Mr. B. Anand, M.Sc., M.S.,	 21/4/21
11	Dr. S. Martin,	 21/04/21
12	Dr. A. John Merina, M.Sc., M.Phil., B.Ed., Ph.D.,	 21/04/21
13	Mrs. S. Sheela, MCA., M.Phil.,	 21/4/21
13	Ms. M. C. Vishnupriya,	 21/4/21
14	Ms. Rakeswari	 21/04/21



**Government College for Women (Autonomous), Kumbakonam – 612 001**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of the IQAC Meeting Held On 15.02.2019**

1. The achievements of Plan of Action sketched out in the first IQAC Meeting held on 06.08.2019 were discussed.
2. The setbacks in the plans for which Action to be taken were discussed. The ways and means to achieve the plans were arrived.
3. AQAR for 2016 – 17 and 2017 – 18 submitted on 27.08.2019, were approved.
4. Data uploaded for India ranking (NIRF) on 29.11.2018, was approved.
5. Online submission of AQAR for 2018 – 19 in the revised format was discussed.
6. It has been decided to restrict internship programmes to PG initially.
7. For UG, it was decided to implement subject wise Skill development programmes.
8. A common format for MOU and guidelines for creating Linkages were defined.
9. Introduction of barcode sheets for end semester exams was decided
10. To send proposals under DST-FIST (Level 1) and DBT star college scheme was resolved.
11. It was decided to conduct training for maintaining smart classrooms to I PG students.
12. It was resolved to update website with online hall ticket and cumulative mark sheet issuing, downloads for all application forms and certificates.
13. It was recorded to purchase a server and online UPS for intranet facility.
14. It was determined to adopt OMR based student admission system in the year 2019-20.
15. It was advised to practice Learning Management System.

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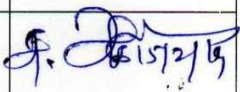

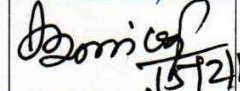
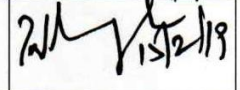
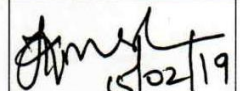
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16. It was suggested to conduct extension activities in each department apart from NSS and YRC with financial assistance from Tamil Nadu State Council for Science and Technology and other similar funding agencies.
17. It was noted that the feedback system has to be completed with documentation of action taken report.
18. Library usage by students <sup>and staff</sup> has to be documented.
19. It was pointed that Syllabus should have programme objective, course objective and outcomes.
20. It was prescribed to conduct school linkage programmes by all departments.

## Signature of the Members

S.No	Category	Name	Designation	Signature
1	Chairperson	Dr. P. Cynthia Selvi, M.Sc., M.Phil., Ph.D.,	Principal	 15.02.19
2	Coordinator/ Member Secretary	Dr. S. Venkatalakshmi, M.Sc., M.Phil., Ph.D.,	Head & Associate Professor, Dept. of Zoology	 15/2/19
3	Senior Teachers	Dr. S. Ahila, M.A., M.Phil., B.Ed., Ph.D.,	Controller of Examinations and Head & Associate Professor, Dept. of Tamil	 15/2/19
4		Dr. R. Radha, M.Sc., M.Phil., Ph.D.,	Head & Associate Professor, Dept. of Physics and UGC Co- ordinator	 15/2/19
5		Dr. S. Valarmathi, M.A., M.Phil., M.Ed., Ph.D.,	Associate Professor, Dept. of Tamil	 15/2/19
6		Dr. W. Jayaseeli, M.Com., M.Phil., Ph.D.,	RUSA Co-ordinator and Head & Associate Professor, Dept. of Commerce	 15/2/19
7		Dr. F. Kurus MalaiSelvi, M.Sc., M.Phil., Ph.D.,	Asst. Controller of Examinations and Head & Associate Professor, Dept. of Computer Science	 15/2/19

# GOVERNMENT COLLEGE FOR WOMEN (AUTONOMOUS)

KUMBAKONAM – 612 001

Affiliated to Bharathidasan University

DST - CURIE Sponsored Institution

IV Cycle of Accreditation



☎ 0435 – 2401391

✉ principal@gcw.ac.in



8	Administrative Officer	Dr. M. Vijayakumar, M.A., M.A., M.Phil., M.B.A., Ph.D.,	Bazar, GCWK	
9	External Experts:	Dr. P. Mariappan, M.Sc., M.Phil., Ph.D.,	HOD of Zoology, IQAC Co-ordinator, Rajah Serfoji College, Thanjavur.	<i>g. n. s. 15/12/19</i>
10		Mr. B. Anand, M.Sc., MS	Network Engineer, University Informatics Centre, BARD, Tiruchirappalli.	<i>B. Anand 15/12/19</i>
11		Dr. S. M. Martin,	Star Group of Institutions. (Industrialist).	<i>S. M. Martin</i>
12	Alumnae	Dr. A. John Merina, M.Sc., M.Phil., B.Ed., Ph.D.,	Principal (Retd), Govt. College for Women (A), Kumbakonam.	
13	Student Representatives	Miss.S.Kavitha	I M.Sc., Comp.Sci	<i>S. K.</i>
14		Miss.K. Vinodhini	I M.Com.,	<i>K. Vinodhini</i>



**CRITERION V – STUDENT SUPPORT AND PROGRESSION**

**5.3. Student Participation and Activities**

**5.3.2. Representation of Students in Academic & Administrative Bodies**

**STUDENT REPRESENTATION IN ANTI - RAGGING  
CELL**

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GOVERNMENT COLLEGE FOR WOMEN(A),

KUMBAKONAM

## ANTI-RAGGING COMMITTEE REPORT 2021-2022

Anti – Ragging Committee is constituted in this college to prevent Ragging and to take anti-ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

The Anti-Ragging Committee of our college consist of the following Representatives.

### COMMITTEE MEMBERS:

S.No	Name	Designation	Mobile Number
1.	Dr.D.Rosi	PRINCIPAL	
2.	Dr.S.Geetha	Co ordinator, Asst.Professor of Geography	9443380302
3.	Dr.P.P.Sujatha	Deputy Warden (Main Hostel), Asst.Professor of History	9655865052
4.	Dr.S.Rajakumari	NSS Coordinator, HOD of Maths	9442422978
5.	Dr.G.Gowri	NSS Coordinator, Asst. Professor of Maths	9941113768
6.	Dr.S.Jayasree	NSS Coordinator, Asst. Professor of Tamil.	7598320891
7.	Selvi.B.Dharani.	Student Chairman, III B.Com SH	9626395381
8.	Mrs. Rekha Rani	Inspector of Police, Nachiarkoil	9498110344
9.	Mr.C.Ravichandran	Lawyer, Kumbakonam	9486157007
10.	Mr.T.Ganesan	Parent, 857, New street, MuthupillaiMandapam Kumbakonam	7339203695

### STEPS TAKEN:

- Anti – Ragging complaint box is fixed in front of the Principal Room.
- Conduct ward meeting monthly twice and create awareness against the Ragging.
- Conducted a special Lecture on, “Awareness on Cyber Crime” on 04.04.2022 given by Mr.V.Jagadeesan M.Sc.,B.Ed., Inspector of Police, Special Branch Crime Investigation Department (SBCID), Perambalore (DT).



  
**PRINCIPAL**  
Government College for Women (Autonomous)  
KUMBAKONAM.





GOVERNMENT COLLEGE FOR WOMEN(A),

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ANTI-RAGGING COMMITTEE REPORT 2020-2021

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The Anti-Ragging Committee of our college consist of the following Representatives.

COMMITTEE MEMBERS:

S.No	Name	Designation	Mobile Number
1.	Dr.D.Rosi	PRINCIPAL	
2.	Mrs.S.Geetha	Co ordinator, Asst.Professor of Geography	9443380302
3.	Dr.M.Kala	Deputy Warden (Main Hostel), Asst.Professor of History	9655865052
4.	Dr.S.Rajakumari	NSS Coordinator, HOD of Maths	9442422978
5.	Dr.G.Gowri	NSS Coordinator, Asst. Professor of Maths	9941113768
6.	Dr.S.Jayasree	NSS Coordinator, Asst. Professor of Tamil.	7598320891
7.	Selvi.A.Sivasankari	Student Chairman, III B.A., Economics TM	9655857160
8.	Mrs. Rekha Rani	Inspector of Police,	9498110344
9.	Mr.C.Ravichandran	Lawyer, Kumbakonam	9486157007
10.	Mr.K.Renganathan	Parent, 1/166A Agraharam Street, Thimmakudi.	

STEPS TAKEN:

- Anti – Ragging complaint box is fixed in front of the Principal Room.
- Conduct ward meeting monthly twice and create awareness against the Ragging.
- Conducted an online quiz on, " awareness on Ragging" from 04.07.2020 to 08.07.2020. 500 students participated and received the certificates.
- Poster presentation competition was conducted on 30.01.2020 (awareness on Ragging).



  
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## GOVERNMENT COLLEGE FOR WOMEN (A), KUMBAKONAM

### ANTI – RAGGING COMMITTEE REPORT 2019 -2020

Anti –Ragging Committee is constituted in this college to prevent Ragging and to take anti – Ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

The Anti – Ragging Committee of our College consist of the following Representatives.

#### COMMITTEE MEMBERS

S.NO	NAME	DESIGNATION	MOBILE NO.
1.	Dr.P.CYNTHIA SELVI	PRINCIPAL	7397507650
2.	Mrs.S.GEETHA	Coordinator Asst.Professor of Geography	9443380302
3.	Dr.M.KALA	Deputy warden, Asst.Professor of History	9655865052
4.	Dr.S.RAJKUMARI	HOD of Maths, NSS Coordinator	9442422978
5.	Dr.S.JAYASRI	Asst.Professor of Tamil, NSS Coordinator	7598320891
6.	Dr.G.GOWRI	Asst.Professor of Maths, NSS Coordinator	9941113768
7.	Selvi.E.INDHUJA	III B.A., Tamil, Student Chairman	8531818123
8.	Tmt.R.REKHA RANI	Inspector of Police, Nachiarkoil.	9498110344
9.	Mr.C.RAVICHANDRAN	Lawyer, Kumbakonam.	9486157007
10.	Mr.C.CHAKKARAPANI	Parent, 6/2A Alayadi Road, Kumbakonam.	9443086810

#### STEPS TAKEN:

- Anti –Ragging compliant box is fixed in front of the Principal Room.
- Conduct ward meeting monthly twice and create awareness against the Ragging.
- IQAC and UGC Autonomous Grant sponsored two-day fresher's Orientation Programme was conducted on 13.08.2019 and 14.08.2019, Dr.R. Revathi, Asst.Professor of Commerce given a Lecture on College facilities and about Anti Ragging Cell.
- Lawyer. Mr.C.RAVICHANDRAN B.com., M.A.,B.L Advocate , Bar Association, Kumbakonam delivered a Special Lecture on, ANTI RAGGING RULES AND ACT" on 04.09.2019.



  
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GOVERNMENT COLLEGE FOR WOMEN (A),  
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Anti - Ragging Committee Report - 2018 - 2019

Anti - Ragging Committee is constituted in this college to prevent Ragging and to take anti - ragging measures as per the guidelines issued by the Supreme Court of India and UGC.

The Anti - Ragging committee of our college consist of the following Representatives.

COMMITTEE MEMBERS:

	<u>mobile no</u>
1. Dr. P. CYNTHIA SELVI - PRINCIPAL, -	7397507650
2. Mrs. S. GEETHA., Co-coordinator, Asst. Professor of Geography -	9443380302
3. Dr. M.KALA., Deputy Warden, Asst. Professor of History, -	9655865052
4. Dr. J.V. SANTHA JAYAKUMARI., HOD of History -	8220321214
5. Mrs. P.P.SUJATHA., NSS Coordinator -	9442067423
6. Dr. P. CHELLAMMAL., NSS Coordinator -	9786693788
7. Student Chairman and Members	
Selvi. A. Vasuki	- 6385880866

iii BA History

S. Amarakavi  
Aattrangarai street  
melakkattur 1  
Keela kuttur post  
Thiruvaidaimarudur



*S. Arid*  
**PRINCIPAL**  
Government College for Women (Autonomous)  
KUMBAKONAM.