

**JUSTICE BASHEER AHMED SAYEED COLLEGE FOR WOMEN (Autonomous)
CHENNAI – 600 018**

Minutes of the Seventeenth Meeting of the Academic Council of the Justice Basheer Ahmed Sayeed College for Women held on Thursday, the 28th January 2016 at 11.00 a.m. in the Golden Jubilee Seminar Hall.

MEMBERS PRESENT

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| 1. | Dr. Shanaz Ahamed | : | Principal, Chairperson |
| 2. | Dr. Sanniyasi Elumalai | : | Professor and Head
Department of Biotechnology
University of Madras
University Nominee |
| 3. | Dr. T.S. Prema | : | Associate Professor of Economics
D.G. Vaishnav College, Arumbakkam
Chennai – 600 106
University Nominee |
| 4. | Dr. Rajarajan Vanjeko | : | Associate Professor of Commerce
Pachaiyappa's College, Chennai – 600 030
University Nominee |
| 5. | Dr. Sultan Ahmed Ismail | : | Director, Ecoscience Research Foundation
Management Nominee |
| 6. | Dr. T.J. Kamalanabhan | : | Professor and Head
Department of Management Studies
Indian Institute of Technology
Management Nominee |
| 7. | Dr. (Mrs.) Sanjida Haris | : | Former Principal
J.B.A.S. College for Women (Autonomous)
Management Nominee |
| 8. | <u>SPECIAL INVITEES:</u> | | |
| i. | Mr. Faizur Rahman Sayeed | : | Correspondent |
| ii. | Dr. Mercy Rajasekar | : | Controller of Examinations |
| iii. | Mr. R. Selvam | : | Financial Consultant |
| iv. | Dr. B. Madhana Rekha | : | Director, Centre for Women's Studies |
| 9. | Dr. S. Kaneez Fathima
Assistant Professor
Dept. of Zoology – F.N. Session | : | Member Secretary
nominated by the Principal |
| 10. | Dr. Rizwana Banu
Associate Professor
Dept. of English – F.N. Session. | : | Senior Faculty Member
nominated by the Principal |
| 11. | Mrs. Rasheeda Banu
Assistant Professor
Dept. of Home Science – F.N. Session | : | Senior Faculty Member
nominated by the Principal |

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| 12. | Mrs. A. Samsunisa
Assistant Professor
Dept. of Commerce – F.N. Session | : | Senior Faculty Member
nominated by the Principal |
| 13. | Mrs. Faiz Jahan
Assistant Professor
Dept. of English – F.N. Session | : | Senior Faculty Member
nominated by the Principal |
| 14. | Dr. Amthul Azeez | : | Vice-Principal (F.N. Session) |
| 15. | Mrs. M. Jabeen | : | Vice-Principal (A.N. Session) |
| 16. | All Heads of the Departments | : | Forenoon and Afternoon Sessions |

1. Recitation from the Holy Quran:

The meeting commenced with the recitation of the verses from the Holy Quran and their translation in English by Mrs. Rasheeda Banu, Assistant Professor, Department of Home Science.

2. Welcome Address:

Dr. Shanaz Ahamed, the Chairperson and the Principal of the College introduced and welcomed all the newly inducted University and Management Members to the Seventeenth Academic Council Meeting. Prof. S. Mahdi A Rizvi was granted leave of absence due to his personal commitments. The Principal also welcomed the Correspondent, the Controller of Examinations, Vice-Principals of the Forenoon and Afternoon Sessions and all the Heads of the Departments of the Forenoon and Afternoon Sessions and the Academic Council Members to the Seventeenth meeting of the Academic Council.

3. Examination Result Analysis:

The Principal presented the Result Analysis for the April 2015 Examinations of the Undergraduate, Postgraduate and M.Phil. courses of both the Forenoon & Afternoon Sessions.

The overall pass percentage for the Undergraduate Courses in the Forenoon Session was as follows:

II Semester 95%,
IV Semester 96%
VI Semester 98%

In the II Semester, B.Sc. Psychology, B.Sc. Mathematics, B.Sc. Biochemistry, B.Sc. Plant Biology & Plant Biotechnology, B.Sc. Clinical Nutrition & Dietetics and B.Sc. Interior Design & Decor secured 100% results. In the IV Semester, B.Sc. Psychology, B.Sc. Mathematics, B.Sc. Biochemistry, B.Sc. Zoology and B.Sc. Interior Design & Décor secured 100% results. In the VI Semester, B.A. Political Science, B.A. Corporate Economics, B.A. English Literature, B.Sc. Psychology, B.Sc. Biochemistry, B.Sc. Advanced Zoology & Biotechnology, B.Sc. Nutrition & Dietetics, B.Sc. Clinical Nutrition & Dietetics and B.Sc. Interior Design & Decor secured 100% results.

The overall pass percentage for the Postgraduate Courses was as follows:

II Semester 97%
IV Semester 99%

Among the Postgraduate departments, M.A. English Literature, M.Sc. Applied Psychology, M.Sc. Textile Science & Fashion Designing and M.Sc. Child Development & Child Nutrition secured 100% results in the II Semester. In the IV Semester, M.A. English Literature, M.Sc. Applied Psychology, M.Sc. Zoology, M.Sc. Textile Science & Fashion Designing and M.Sc. Child Development and Child Nutrition secured 100% results.

The overall pass percentage for the M.Phil. courses was 100% with all the departments viz. Zoology, Textiles & Clothing, Human Development and Family Studies, Psychology and Commerce securing 100% results.

In the Foundation courses, the overall pass percentage was 94% for the II Semester and 98% for the IV Semester. The break-up of the results are as follows:

Tamil:	B.A. II Semester 97%, IV Semester 94% B.Sc. II Semester 100%, IV Semester 99% B.Com. II Semester 100%
Urdu:	II Semester B.A./B.Sc. 98% IV Semester B.A./B.Sc. 83% II Semester B.Com. 100%
Arabic:	II Semester B.A. 91%, B.Sc. 100% IV Semester B.A. 100%, B.Sc. 100% II Semester B.Com. 100%
Hindi:	II Semester B.A./B.Sc. 100% IV Semester B.A./B.Sc. 100% II Semester B.Com. 100%
Sanskrit:	II Semester B.A./B.Sc. 85% IV Semester B.A./B.Sc. 93% II Semester B.Com. 100%
French:	II Semester B.A./B.Sc. 92% IV Semester B.A./B.Sc. 97% II Semester B.Com. 100%
General English:	II Semester B.A. 74%, B.Sc. 96% IV Semester B.A. 93%, B.Sc. 98% II Semester B.Com. 100%

The overall pass percentage for the Undergraduate Courses in the Afternoon Session was as follows:

II Semester 77%,
IV Semester 83%
VI Semester 96%

In the IV Semester, B.Sc. Electronics & Communication Science secured 100% results. In the VI Semester, B.A. Tourism & Travel Management, B.Sc. Electronics & Communication Science and B.C.A. (Computer Applications) secured 100% results.

The overall pass percentage for the Postgraduate Courses was as follows:

II Semester 97%

IV Semester 97%

VI Semester (M.C.A.) 100%

Among the Postgraduate departments, M.Com. Corporate Secretaryship, M.Sc. Mathematics, M.Sc. Applied Microbiology and M.C.A. (Computer Applications) secured 100% results in the II Semester. In the IV Semester, M.A. Corporate Economics, M.Com. Corporate Secretaryship, M.Sc. Mathematics and M.Sc. Computer Science secured 100% results. In the VI Semester, M.C.A. secured 100% results.

M.Phil. Corporate Secretaryship secured 100% results.

Among the Foundation Courses, Hindi secured 100% results in the II semester. In the IV Semester, the department of Sanskrit secured 100% results.

The results of the Forenoon and Afternoon Sessions was discussed and the Members appreciated the good results produced in the Forenoon Session. Dr. Sultan Ahmed Ismail, Management Nominee expressed concern about the decline in pass percentage of the Afternoon Session especially in B.Com. Information Systems Management and B.A. Corporate Economics. The Members wanted to identify the subjects which lead to a decrease in the pass percentage of the students. It was suggested by the Members that difficult subjects such as Statistics be shifted to the II Year to improve the students' performance.

The Correspondent highlighted the difficulty faced by the Undergraduate students in understanding the English language and therefore students should be given the advantage of time to acquaint themselves with the English language for better understanding of the subjects. He also observed that the performance of students improved appreciably in the II and III Year compared to the I Year of study.

The Management Nominee, Mr. T.J. Kamalanabhan enquired about the quality of students admitted in the College. The Correspondent clarified that the Afternoon Session courses are filled up after the Forenoon Session courses are filled.

The University and Management nominees unanimously congratulated the Principal and faculty members upon the good performance of the students in April 2015 Examinations.

4. Felicitations of teachers who have won awards:

The Principal felicitated the following staff members on their achievements:

Mrs. Beema Jainab S.I., Department of Plant Biology & Plant Biotechnology received Third Prize in Tamil Poetry, "Samuthayam Vizhikattum" (சமுதாயம் விழிக்கட்டும்) by World Women's Welfare Association on Independence Day on 15th August 2015.

Dr. (Mrs.) Jahan Aara Razick, Department of Home Science, Dr. (Mrs.) Jabeen Ara Begum, Department of Economics and Mrs. Rasoola Sheik, Department of Commerce received 'Best Teacher Award' from Lions Club on Teachers' Day on 5th September 2015.

Dr. C.M. Noorjahan, Department of Zoology was conferred the 'Best Teacher Award' by Grabs Educational Charitable Trust in November 2015 at Chennai.

The following staff members were awarded Ph.D. in their respective disciplines from the Forenoon Session:

Dr. (Mrs.) Ayesha Saleem, Department of Physics – September, 2015.

Dr. (Mrs.) Shaik Azeem Taj, Department of Plant Biology & Plant Biotechnology – September, 2015.

Dr. (Mrs.) Ayub Nasimunnisa, Department of Commerce – September, 2015.

Dr. (Mrs.) S. Priya, Department of Chemistry – September, 2015.

Dr. (Mrs.) M. Rafima, Department of Political Science – September, 2015.

Dr. (Mrs.) D. Mubeen Sultana, Department of Zoology – July, 2015.

from the Afternoon Session:

Dr. (Mrs.) B. Barackath, Department of Corporate Secretaryship & Information Systems Management – October, 2015.

Dr. (Mrs.) Anis Akthar Sultana Banu, Department of Corporate Secretaryship & Information Systems Management – November, 2015.

Dr. (Mrs.) R. Lakshmi, Department of Microbiology, July 2015.

The following nine Faculty Members were awarded Faculty Development Programme under UGC – XII Plan to undergo full-time Ph.D.

Mrs. M. Gulsonbi & Mrs. Dilaveez Rehana, Department of Chemistry

Mrs. D.A. Shahira Banu & Mrs. G.A. Asif Jamal, Department of Plant Biology & Plant Biotechnology

Mrs. R. Hajira Banu & Mrs. S.M. Asgari, Department of Zoology

Mrs. G. Lubna Banu & Mrs. H. Shayestha Fathima, Department of Home Science and

Ms. Rayeesunisa, Department of Commerce.

The Staff and students of the College had created a record by "Designing Blouses with Liquid Embroidery" on 3000 blouses in an hour at an event conducted by the Department of Home Science in collaboration with Fevicryl, India on 9th October 2015. This event has been entered the 'Limca Book of Records'.

Dr. Elumalai, University nominee congratulated the award winners and suggested that Appreciation Certificates be given to the staff. The following suggestions were also made:

- (1) Inclusion of Industrial Visits in Food and Nutrition Course.
- (2) To provide coaching to develop entrepreneurial skills of students.

The Principal agreed and added that our students go on field trips and tours as part of their curriculum.

Dr. Elumalai, University nominee said that he would submit a detailed report to the University of Madras about the commendable activities of the College.

Dr. T.S. Prema, University Nominee appreciated the inclusion of "Felicitation of teachers who have won awards" on the agenda. She was desirous of emulating the practice in her college and congratulated the teachers for sustaining a good work-life balance.

Dr. Rajarajan Vanjeko, University nominee also congratulated the Management and staff members on their achievements.

Dr. T.J. Kamalanabhan, Management nominee suggested that 'Young Faculty Award' be instituted for teachers with less than five to seven years of experience. He felt this would serve as a motivation to the teachers to build their career.

The Principal informed the Members that the Management was very supportive in this regard. She added that the staff members are given cash awards for paper publications in journals with impact factor.

Dr. Sanjida Haris, Management Nominee appreciated the Correspondent for his involvement in all the College affairs. She also congratulated the Principal, Heads of Department and faculty for their excellent work which has resulted in overall good results and she also wished that the result of the forthcoming years should be above 95% in all the courses.

5. Approval of syllabus framed by Board of Studies for M.Sc. Physics and B.Com. (Accounting & Finance) – Afternoon Session, to take effect from the academic year 2015 – 2016 onwards:

Dr. Shanaz Ahamed, Chairperson and Principal of the College presented the syllabus approved by the Board of Studies for M.Sc. Physics. The Board had suggested to include EDP papers such as Medical Physics and Energy Physics. The recommendations and suggestions made by the Board was adopted.

The Board of Studies for B.Com. Accounting and Finance resolved to adopt the syllabi framed by the University of Madras for the academic year 2015-2016.

6. Ratification of the minimum marks required for a pass in B.Com. (Honours) Course:

The University of Madras had modified the regulations for the B.Com. (Honours) programme and keeping in line with this the Principal requested the Council to ratify the resolution passed by the Board of Studies as follows:

A candidate shall be declared to have passed in each theory paper/ practical paper wherever prescribed if she secures a minimum of 50% in languages, Non-major Elective, Value Education, Environmental Studies and in each of the Core papers as follows:


PRINCIPAL

- (a) There shall be no passing minimum for Internal.
- (b) For External examination, passing minimum shall be of 50% (Fifty Percentage) for languages, Non-major Elective, Value Education, Environmental Studies and also for Core subjects/ Internship/ Project and Viva-Voce.
- (c) In the aggregate (External + Internal) the passing minimum shall be of 50% (Fifty Percentage) for languages, Non-Major Elective, Value Education, Environmental Studies and also for Core subjects/ Internship/ Project and Viva-Voce.

The Council approved the above for a pass in B.Com. (Honours) Course.

7. Any other matter with the permission of the Chair:

As a follow-up of the recommendation of the Members during the XVI Academic Council Meeting, the Principal presented the guidelines framed for the Project at the Undergraduate level for all the departments which was approved by the various Board of Studies of 2014-2015. The guidelines are as stated:

“Every student undergoing an Undergraduate Programme shall complete a Project work as per guidelines relevant to her field of study. The following are the guidelines for the project for the various disciplines:

I. ARTS STREAM:

Students enrolled in B.A. Historical Studies, Political Science, English Literature, Corporate Economics and Tourism & Travel Management courses shall undertake a group project, with a minimum of three students and a maximum of five students forming a group, for the skill based paper component in the VI Semester of study. A minimum of two hours per week shall be allotted for the students to prepare the project report which shall be evaluated as an internal paper by the department for a maximum of 50 marks.

II. SCIENCE STREAM:

Students of all Science courses, excluding B.Sc. Computer Science, B.C.A., Electronics and Communication Science, shall submit a group project, with a minimum of three students and maximum of five students, as part of their Core Practical Paper in the VI Semester of study. A minimum of two hours per week shall be allotted for the students to prepare the project which shall be evaluated as an internal component of the Core Practical Paper for 25 marks. The remaining 75 marks shall be allotted for the Core Practical as 25 marks for Continuous Internal Assessment (C.I.A.) and 50 marks for End Semester Practical Examination.

In the case of B.Sc. Computer Science and B.C.A., students shall prepare individual projects in the VI Semester of study under the Skill based component which shall be allotted a minimum of two hours per week and evaluated for 50 marks internally by the department.

The students of B.Sc. Electronics and Communication Science shall undertake a group project, with a minimum of three students and maximum of five students as a Core Paper in the VI Semester of study. A total of ten hours per week shall be allotted for project

work and evaluation shall include C.I.A. for 25 marks, External evaluation for 65 marks and Viva-voce for 10 marks.

III. COMMERCE STREAM:

The students of B.Com. (General) and B.Com. (Accounting & Finance), shall submit a group project, with a minimum of three students and maximum of five students, as part of the Skill based component of study in the VI Semester. A minimum of two hours per week shall be allotted for project work and students shall collect any necessary data from the industry/ market during the V Semester holidays.

IV. B.COM. (Honours)/ B.COM. (Corporate Secretaryship/ B.COM. (Information Systems Management):

The students enrolled in B.Com. Honours, Corporate Secretaryship and Information Systems Management shall submit individual project report based on training undertaken in public limited companies for a minimum of four weeks at the end of IV Semester. The project shall be a Core Paper evaluated as 75 marks for project report and 25 marks for Viva-voce. The students of Corporate Secretaryship shall focus on Secretarial Practice while students of Information Systems Management shall focus on Problem Analysis. A minimum of six hours per week shall be allotted for Project work.

V. BUSINESS ADMINISTRATION:

Students of Business Administration shall submit Group Project, with a minimum of three students and maximum of five students, after an institutional training at any public or private limited company for a period four to six weeks at the end of V Semester. Project shall be a Core Paper and evaluated as 25 marks for C.I.A. and 75 marks for external evaluation which shall be allotted as 50 marks for project report and 25 marks for Viva-voce.

Dr. Sultan Ahmed Ismail, Management nominee recommended that the evaluation of the project be done by all the teaching staff of the department.

The Council approved the Guidelines for project at Undergraduate level.

Dr. S. Kaneez Fathima, Member-Secretary and Teacher Representative of the Academic Council proposed the vote of thanks. The meeting concluded with thanks to the Chair.


(Dr. (Mrs.) SHANAZ AHAMED)
PRINCIPAL

Date: 28.01.2016

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