

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

Minutes of the Sixteenth Meeting of the Governing Body of the Justice Basheer Ahmed Sayeed College for Women in respect of Academic Autonomy held on Saturday, the 6th June 2015 at 10.30 a.m. in the Conference Hall of the S.I.E.T. Administration Building.

MEMBERS PRESENT

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| 1. | Mr. Moosa Raza | : | Chairman |
| 2. | Mr. Faizur Rahman Sayeed | : | Correspondent |
| 3. | Dr. Ehsan Ahmad Khan | : | UGC Nominee |
| 4. | Dr. Shanaz Ahamed | : | Principal |
| 5. | Dr. Fathima Banu | : | Head, Department of English (F.N.) |
| 6. | Dr. Jabeen Ara Begum | : | Head, Department of Economics (F.N.) |

SPECIAL INVITEES

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| 1. | Justice G.M. Akbar Ali (Retd.) | : | Advisor |
| 2. | Dr. Mercy Rajasekar | : | Controller of Examinations |
| 3. | Mr. R. Selvam | : | Financial Consultant |

Mr. Syed Munir Hoda, Secretary and Dr. M. Arumugam, University Nominee were unable to attend the meeting.

1. **RECITATION FROM THE HOLY QUR'AN:**

Mr. Faizur Rahman Sayeed, the Correspondent, recited verses from the Holy Qur'an.

2. **WELCOME ADDRESS:**

Dr. (Mrs.) Shanaz Ahamed, Principal welcomed the members, and especially the outstation member and UGC Nominee, Dr. Ehsan Ahmad Khan and the newly inducted Advisor, Justice G.M. Akbar Ali.

The Principal highlighted the following:

- i. The proposal for College with Potential for Excellence has been forwarded to the University Grants Commission through the University of Madras in February 2015. Mr. Chander Bhan, the Liaison Officer informed that the proposal is under consideration and the Principal may be called for an interface meeting in a couple of months.

The Chairman asked the Principal to seek the good offices of Dr. Ehsan Ahmad Khan, the UGC Nominee to expedite the proposal.

ii.

The Committee was informed that another proposal for introducing two programmes under B.Voc. has been submitted to the UGC in May 2015. The

proposal is to introduce B.Voc. in (i) Retail Management and IT and in (ii) Software Development, seeking financial assistance of Rs. 2.9 crores for startup assistance, operating expenditure for three years and faculty remuneration for three years.

- iii. The UGC had sanctioned a sum of Rs.10 lakhs to set up a Gym for sports students of our College. The equipment has been purchased. The Gym has been equipped with dedicated equipment for cardio exercise and weight training.

The Chairman instructed the Principal to submit a report on the Gym equipment bought by the Psychology Department, earlier for the Course in Sports Psychology, after an analysis by an expert, as it was claimed that this equipment could not be used for commercial purpose.

- iv. Nine staff members of our College have been selected for the UGC-FDP Programme to pursue doctoral research. The FDP grant is for a period of 24 months and the substitutes' salary will be borne by the UGC.
- v. A Common Instrumentation Centre is being set up to augment research activities of the College. Once the Centre is established, common research instruments available in the various Science Departments will be transferred to the Common Instrumentation Centre.

The UGC Nominee and the Advisor cautioned on the use of rare instruments by a number of research scholars in the Centre. It is the common experience that such costly instruments are mishandled and get damaged. Then a blame game starts. So strict watch and monitoring should be done on the use of such instruments. They advised to appoint Technicians to maintain the instruments and maintain a log book.

- vi. An E-learning Centre has also been set up with ten computers to facilitate online e-resources for research purposes.
- vii. The placement record of our students has been impressive and has crossed the 600 mark. Out of 889 students registered for placement 653 students were placed and 45% of the students i.e. 272 are Muslim students.

The Chairman instructed the Principal to submit a detailed report on the number of students who actually joined duty and the number of dropouts.

3. CONFIRMATION OF THE MINUTES OF THE LAST MEETING HELD ON SATURDAY, THE 20th OF DECEMBER 2014:

The Minutes of the last meeting held on Saturday, the 20th of December 2014 were confirmed.



4. ACTION TAKEN REPORT:

- i. Centre for Women's Studies: The Chairman instructed the Principal to find out the reason for the rejection of the proposal forwarded by the Director, Centre for Women's Studies to the Indian Council for Social Science Research as this would help to improve the drafting of future proposals.
- ii. Biometric System: The Chairman instructed the Principal to identify habitual late comers and seek an explanation from such regular late comers. Mere deduction of leave is not sufficient.
- iii. Faculty Development Programme (FDP) for Management Staff: The Principal brought to the notice of the Committee that the Joint Secretary, UGC – SERO, Hyderabad had clarified over the telephone that the Management staff are eligible for the FDP Programme, but the Management will have to bear the substitutes' salary.
- iv. Pending Proposals: The Chairman instructed the Principal to liaison with the UGC and the University Nominees in writing on all proposals.

5. TO APPROVE THE MINUTES OF THE ACADEMIC COUNCIL MEETING OF THE COLLEGE HELD ON WEDNESDAY, THE 22nd APRIL 2015:

While the Minutes of the Academic Council of the College held on Wednesday, the 22nd of April 2015 were approved by the Governing Body, the Chairman instructed that an Action Taken Report must also be submitted.

The Chairman drew the attention of the Members to the comment made by Mr. A.S.M. Jan, Management Nominee of the Academic Council regarding the poor performance of students in the Department of Historical Studies. He expressed his unhappiness over the 37% results and called for a report by the Head of the Department on the reasons for the poor performance of the students.

The Correspondent remarked that the students performed miserably as their knowledge of English was very poor and writing essays in English is a challenge to them. The Principal also endorsed this view that the knowledge of English of the students in the Department of Historical Studies even at the entry level is very poor as the majority of the students are from Tamil Medium.

The Controller of Examinations also brought to the notice of the Committee that the Women's Christian College permits students of the Historical Studies Department to write their examinations in Tamil. However, the Question Paper is drafted in English.

After deliberations on the above factors, **the Committee resolved to permit such students to write their end semester examinations in Tamil in the Department of Historical Studies as an exceptional case.**

The Chairman advised that the Minutes of the Academic Council must be written in detail as certain points were not clear.



The Chairman called for a report by all the Departments regarding job oriented papers introduced in the present syllabi. He stressed that the syllabi must aim at academic excellence and must also be job oriented.

The Chairman appreciated the sincere efforts and interest evinced by Dr. Sultan Ahmed Ismail, Management Nominee of the Academic Council in framing the syllabi on Environmental Studies and Value Education offered to the B.A., B.Sc. & B.Com. students of our College.

The Chairman raised a query regarding a paper on project to be introduced in the syllabi. The Principal clarified that the paper on a Project will be introduced in the Final Year and the guidelines will be worked out.

6. TO APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETINGS HELD ON WEDNESDAY, THE 21st JANUARY 2015 & THURSDAY, 16th APRIL 2015:

While the Minutes of the Finance Committee Meetings of the College held on Wednesday, the 21st of January 2015 and Thursday, the 16th of April 2015 were approved by the Governing Body, the Chairman instructed that an Action Taken Report must also be submitted.

The Financial Consultant requested the UGC Nominee, to enquire if the UGC-Autonomy Grant will be augmented from Rs. 20 lakhs to Rs. 50 lakhs. The UGC Nominee assured that he will look into this matter and update us.

7. ANY OTHER MATTER WITH THE PERMISSION OF THE CHAIR:

Nil.

The meeting concluded with thanks to the Chair.


(MOOSA RAZA)
CHAIRMAN

Date: 06.06.2015

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