

**Fatima Mata National College (Autonomous)
Kollam**



**Minutes of the
Meeting of the Academic Council
held on
9 April 2015**

1. Business brought forwarded by the Principal

01. Passing minutes of the previous meeting held on 29 October 2014

As the first item of the agenda, the Secretary of the Academic Council Dr. P. J. Jojo presented the minutes of the meeting held on 29 October 2014 and was passed by the council.

Resolved that the minutes of the previous meeting be approved.

02. Syllabus and scheme of the graduate programs – reg.

The Academic Council considered the syllabi recommended by the respective Board of studies for the First Degree Courses to be started in the academic year 2015-16 under the autonomous stream.

Resolved that the syllabi approved by the respective board of studies be approved.

03. Scheme & pattern of question paper –reg

The Controller of Examinations, Dr K S Dersamambika proposed a new pattern of question paper for graduate courses to make the total marks 75. The suggestion was as follows:

Part	Total number of questions	Number of questions to be answered	Marks for each question	Total Marks
A Objective (One word answer)	10	10	1	10
B Short answer	11	7	2	14
C Short essay (With subdivisions, if necessary)	5	3	7	51 21
D Long essay	4	2	15	30
Total	30	22		75

Resolved to approve the same after detailed discussions by the members

04. Minimum Pass requirement for UG courses – discussions – reg

The Academic Council discussed the minimum pass requirements for UG course with effect from the academic year 2015-16.

Resolved to adopt a minimum of 40% marks (E Grade) for passing a course with a separate minimum of 40% (ie. 10 out of 25) for Continuous Assessment (CA) and 40% (ie. 30 out of 75) for End Semester Examination (ESE).

05. Syllabus for the next academic year- approval -reg

Revision of the syllabus for the next academic year has to be taken up by the Board of Studies of each department. The marks for Continuous Assessment (CA) and End Semester Examination (ESE) are to be as follows:

06. Minimum credits for UG Courses –approval –reg

The Academic Council discussed the accumulated minimum credits required for the successful completion of a various Graduate Programmes and the breakup of the required 120 credits is fixed as follows with a condition that no course will carry more than 4 credits:

Programme	BA/B Sc	B Com	Career related courses
Accumulated minimum credits required for successful completion of the programme	120 Credits	120 Credits	120 Credits
Minimum credit for language courses	33 credits	22 credits	4credits
Minimum credit for Foundation courses	5 credits	5 credits	5 credits
Minimum credit for Core courses including Dissertation	50-56 credits	60 credits	78-102 credits
Minimum credit for complementary courses	22-28 credits	12 credits	0-12 credits
Minimum credit for Open courses	2 credits	2 credits	2 credits
Minimum credit for elective courses	2 credits	18 credits	2-22 credits
Minimum credit for Social service / extension activities	1 credits	1 credits	1 credits

Resolved to fix the accumulated minimum credits required for successful completion of the programme be 120.

07. Internal and mid-semester Examinations - discussion –reg

The Academic Council discussed the mode for awarding internal marks on the basis of the mid-semester and internal examinations. The council proposed to conduct 2 examinations during each semester for each graduate course. One examination should be conducted at department level with maximum marks 30 and another centralized mid-semester examination with maximum marks 75 in the end semester examination model. Both marks should be reduced to 15 the average will be taken as the internal mark.

Resolved the proposal

08. Syllabus and scheme of Post-graduate programs – reg.

The Academic Council considered the syllabi recommended by the respective Board of studies for the Post-graduate Programmes to be started in the academic year 2015-16 under the autonomous stream.

Resolved that the syllabi proposed by the respective board of studies be approved.

09. Scheme & pattern of question paper –reg

The Academic Council discussed the scheme and pattern of the Question Paper for the Post graduate courses. It was pointed out that division of syllabus into units are different for each Programme, a unified scheme and pattern for question papers is not feasible. Therefore, the Scheme and question paper may be set for 70 marks as per the syllabi.

The council unanimously agreed to the suggestion of the Department of Malayalam to set one of their question papers in the NET Examination Model.

Resolved the proposal

10. New self financing Programmes – approval –reg

The Programme Syllabi for the B A English Language, Literature and Communication, B Sc. Computer Science and B Com Cooperation passed by the respective Board of Studies be approved. The scheme and pattern of the question paper be same as the similar Programmes in the departments concerned.

Resolved the proposal

11. Valuation of answer scripts – reg

The Academic Council discussed the operation of Centralised Valuation Camp for an infallible evaluation of answer scripts. After a detailed discussion it was proposed that the valuation should be done during the semester break of each Semester. Valuation of each paper (course) should be done by the additional examiners in presence of Chief Examiner.

Resolved that the proposal be approved.

The Principal thanked all members for their cooperation

The meeting was adjourned sine-die at 1.00 p.m.



Secretary

IQAC Room, F M N College,
Kollam

Dated: 09 April 2015



Principal

Fatima Mata National College, Kollam

(Autonomous)

MEETING
09.04.2015
10.30 A.M

Academic Council Members

1. Principal, Chairman
2. Dr. Jojo. P.J (Secretary)
3. University Nominees

Dr. K. Padmakumar, Head, Dept. of Aquatic Biology & Fisheries, Uty of Kerala

Dr. G. Suresh Singh, Asso.Prof, Dept. of Maths, Uty of Kerala

Dr. Suresh. R, Asso.Prof, Dept. of Political Science, Uty of Kerala

4. All HOD of Depts. in the college

Prof. Sylvia Antony

Prof. Kochuthresia. T. C

Prof. George Paul

Dr. Sophiammal Nettar

~~Dr. Mary Teresa Miranda~~
~~Prof. Charles George D'cruz~~

Dr. Lawrencina Beryl Navis

Dr. Shelley. M.R

Dr. Usha. L.R

Dr. Diana Janet Fernandez

Dr. Stanley John

Dr. Joseph James

Dr. Maria Padma W Miranda

Mr. P.M. James

Mr. Prijith Jacob Thomas

5. Four teacher representation from different categories by rotation

Dr. Sophia Paul (English)

Dr. Titus. A. R (Economics)

Dr. Ivy Philip (Commerce)

Dr. Jojo P.J (Secretary)

6. Four experts from outside the college.

Dr. Sindha Mendez

Sindha

Dr. Rex Thomas

Adv. Francis John

Prof Dr. Stephen Nigli Joseph

Stephen

7. Special Invitee

Dr. Dersanambika. K. S (Controller of Examination)

K. S. Dersanambika