

## **MARIAN COLLEGE KUTTIKKANAM (Autonomous)**

Affiliated to Mahatma Gandhi University, Kottayam

NAAC Reaccredited with A Grade (CGPA 3.52/4)

College with Potential for Excellence

Kuttikkanam P.O, Peermade, Idukki District, Kerala India – 685 531

### **NOTICE**

No. Acad/AC/Notice/01/2018

21<sup>st</sup> February, 2018

Notice is hereby given that a meeting of the Academic council will be held on 28th February, 2018, Wednesday at 2.00 pm at the Conference hall of the College to transact the following.

1. Welcoming the nominees of the university
2. Approval of the minutes of the Academic council meeting held on 29<sup>th</sup> August, 2017.
3. Clarification/modification of the evaluation guidelines of non-credit courses, viva voce and credit courses in the MMH syllabus for 2017 admission and approval of MMH syllabus for 2018 with these modifications.
4. Discussion and approval of B.Sc Mathematics and MCA (Lateral & Regular) syllabus 2018 admission.
5. Modification of non-credit course of BBA 1<sup>st</sup> semester (UBB17NI – Financial software and introduction to capital market) and approval of syllabus of 2018 admission with these modifications.
6. Modification of the syllabus of MA (Communication and Media studies) of 2017 admission and approval of 2018 admission with these modifications.
7. Adoption of M.G university B.Com syllabus of second language – Malayalam 2017 admission in to the B.Com syllabus of 2018 admission of Marian college.
8. Discussion on allowing the students of BCA who fail in software lab course for appearing in Save a Semester examination.
9. Discussion on the feedback received from M.G University on the syllabus of BSW, MSW and B.A Applied Economics 2017 admissions.
10. Discussion on the reconstitution of BoS in the light of UGC Regulations for Autonomous colleges, 2018

11. Result evaluation of all PG and UG programmes under the autonomous stream.
12. To consider any other matter with the permission of the Chair.

For and on behalf of the Academic Council



Principal



Member Secretary

To

1. Fr. Dr. Roy Abraham, Principal, (Chairman)
2. Dr. Ajimon George, Associate Professor, Marian College (Member Secretary)
3. Mr. Joby Cyriac, Head, Department of Hospitality Management
4. Dr. Jojo K Joseph, Head, Research & PG Department of Commerce, Marian College (Member)
5. Mr. Joshy John, Head, Department of Business Administration, Marian College (Member)
6. Dr. Rajimol A., Head, Department of Computer Applications, Marian College (Member)
7. Fr. Dr. Haby Mathew, Director and Head, School of Social Work, Marian College (Member)
8. Dr. Mendus Jacob, Director and Head, PG Department of Computer Applications, Marian College (Member)
9. Dr. Muralivallabhan, Director and Head, Department of Economics, Marian College (Member)
10. Mr. Joy Joseph, Head, Department of English, Marian College (Member)
11. Mr. Sabu Augustine, Head, Department of Mathematics, Marian College (Member)
12. Prof. Vijayakumar, Director and Head, Department of Communication and Media Studies, Marian College, Kuttikkanam.
13. Dr. Jose James, Former Registrar, Mahatma Gandhi University, Kottayam (Expert from outside and member)
14. Mr. Ajay George, Managing Director, Bipha Drug Laboratories Pvt. Ltd (Expert from outside and member)

15. Dr. K. Alexander, Principal (Rtd.), St. Dominics College, Kanjirappally (Expert from outside and member)
16. Dr. Deepu Jose Sebastian, Associate Professor, Deva Matha College, Kuravilangad. (University nominee)
17. Dr. C.M Sreejith, Associate Professor, S.N.M. College, Maliyankara (University nominee)
18. Mrs. Jisha Jacob, Associate Professor, S.D. College, Kanjirappally (University nominee)
19. Dr. Marykutty Thomas, Associate Professor, Marian College, Kuttikkanam (Member based on seniority)
20. Dr. Soosy Joseph, Associate Professor, Marian College, Kuttikkanam (Member based on seniority)
21. Dr. Chackochan J Njavallil, Associate Professor, Marian College, Kuttikkanam (Member based on seniority)
22. Mr. Boby K Mani, Associate Professor, Marian College, Kuttikkanam (Member based on seniority)

#### **Special Invitees**

1. Mr. Biju P Mani, Controller of Examinations
2. Dr. Binu Thomas, IQAC Coordinator



After ascertaining that the requisite quorum of one-third of the members of the Academic Council is present, the Principal chaired the meeting of Academic Council and welcomed the nominees of M.G University. The items in the agenda specified in the notice of the meeting were discussed.

- 1) It is resolved to approve the minutes of the academic council meeting held on 29<sup>th</sup> August 2017 without modifications.

Action taken on matters arising out of the minutes

The secretary informed that action has been taken on item No. (3) of the minutes that the teachers started increasing the number of questions for CA1 and CA2 internal examinations in the MOODLE software. On item No. (4) Dr. Binu Thomas, IQAC coordinator designed a structured format and collected feedback on curriculum from students, teachers, employers, alumni and parents.

- 2) Clarification/modification of the evaluation guidelines of non-credit courses, and credit courses in the MMH syllabus for 2017 admission and approval of MMH syllabus for 2018 with these modifications.

The minutes of the BoS Hospitality Management (PG) dated 26/12/2017 as per item No. 5(a) (i) modified the evaluation procedures of PMH1708, PMH 1709, PMH 1718, PMH 1726 and PMH 1727 that "A student who fails to obtain minimum pass mark shall redo with the subsequent batches". The AC resolved to suggest the BoS that "A student who fails to obtain minimum pass mark shall redo with the subsequent batches or complete a comparable course of similar standards offered inside or outside the college subject to approval by the department council". It is also resolved to accept the modifications of BoS as per item No. 5(a) (ii) and (iii).

- 3) The syllabus of B.Sc Mathematics 2018 admission submitted by the BoS Mathematics (UG) as per the minutes of the meeting held on 19/12/2017, MCA Lateral and Regular 2018 admission submitted by BoS – Computer Applications (PG) as per the minutes of the meeting held on 15/02/2018, modification of the syllabus of MA (Communication and Media studies) 2017 admission and the syllabus of MA (Communication and Media

studies) 2018 admission as suggested by the BoS – Communication and Media studies (PG) in its meeting held on 14/12/2017 were discussed and resolved to approve them.

- 4) The BoS Business Administration (UG) submitted the syllabus of BBA 2018 admission as per the minutes of the meeting held on 21/12/2017. The non credit course UBB17N1 – ‘Financial software and introduction to capital market’ is renamed as ‘Introduction to stock market operations’ after making suitable modifications. It is resolved to approve the modified syllabus.
- 5) The request submitted by the Chairperson of BoS Computer Applications (UG) on the basis of the minutes of the BoS held on 21/12/2017 as per item No.4 (b) is put for discussion and it is resolved to allow the students of BCA to appear for Save a Semester examination in software Lab course w.e.f. 2018 March Examinations.
- 6) There was a discussion on the feedback received from M.G university on the syllabus of BSW, MSW and B.A Applied Economics. The chairman of the respective BoS gave explanations and it is resolved to accept the explanations.
- 7) It is resolved to reconstitute all the BoS in the light of UGC regulations for autonomous colleges, 2018.
- 8) The results of all PG and UG programs under the autonomous steam were discussed and evaluated.

The meeting concluded at 4.30 p.m with vote of thanks to the Chair and members present by Dr. Ajimon George, Member Secretary to the AC.

28<sup>th</sup> February, 2018



Fr. Dr. Roy Abraham

Chairman



Dr. Ajimon George

Member Secretary