

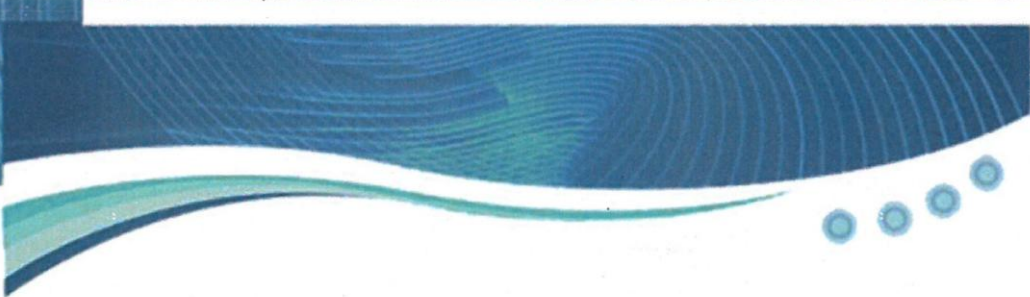


MINUTES OF THE GOVERNING BODY MEETING



MINUTES OF THE GOVERNING BODY MEETING – 2019 - 2020



SEPTEMBER 2020 – VIRTUAL MEETING



FATIMA COLLEGE

(AUTONOMOUS)

Re – Accredited with 'A' Grade by NAAC (3rd Cycle)
College with Potential for Excellence (2004-2019)
74th Rank in India Ranking 2020 (NIRF)



VIRTUAL GOVERNING BODY MEETING REPORT

07.09.2020



MINUTES OF THE GOVERNING BODY MEETING



Fatima College (AUTONOMOUS)

MADURAI – 625 018

GOVERNING BODY MEETING

07.09.2020

Online Platform : Google Meet

Link : <https://meet.google.com/rap-xvyb-ryd>

Time : 11.00 a.m.

- ◆ PRAYER
- ◆ WELCOME ADDRESS
- ◆ PASSING OF THE MINUTES OF THE PREVIOUS GOVERNING BODY MEETING HELD ON APRIL 12, 2019
- ◆ ACTION TAKEN REPORT
- ◆ STUDENTS' ADMISSION AND STRENGTH – 2020
- ◆ PROFILE OF THE STUDENTS: FROM RURAL SCHOOLS AND FIRST GENERATION LEARNERS
- ◆ EXAMINATION RESULTS
- ◆ FINANCIAL HELP FOR THE ECONOMICALLY DISADVANTAGED (APRIL 2019 – MARCH 2020)
- ◆ UGC AUTONOMY GRANT 2019 – 2020
- ◆ ACHIEVEMENTS OF THE YEAR 2019 – 2020
- ◆ RESEARCH PUBLICATIONS, RESEARCH ADVISORY COMMITTEE AND STUDENTS RESOURCE FORUM



MINUTES OF THE GOVERNING BODY MEETING



CONTENTS

S. No.	Content	Page No.
1.	List of the Members of the previous Governing Body Meeting 12.04.2019	3 - 4
2.	Minutes of the Governing Body Meeting 12.04.2019	5 - 25
3.	List of the Members of the Governing Body Meeting	26 - 27
4.	Retirements and New Appointments	28 - 30
5.	List of the Members of the various committees	31 - 52
6.	Students' Admission and Strength - 2019 - 20	53 - 61
7.	Profile of Students from Urban, Rural and other Schools and First Generation Learners 2019 - 2020	62 - 69
8.	Examination Results - April 2019 - April 2020	70 - 86
9.	Financial Help for the Economically Disadvantaged	87 - 88
10	Budget <ul style="list-style-type: none"> o UGC Autonomy Grant Budget o Grants Received from UGC o Other Funding Agencies 	89 - 92
11.	Achievements of the year - 2019 - 2020	93 - 109
12.	Teaching - Learning and Evaluation Reforms	110 - 131
13.	Students achievement of the Year 2019 - 2020	132 - 141
14.	Innovation and Best Practices	142 - 149
15.	Future Plans	150 - 151



MINUTES OF THE GOVERNING BODY MEETING



- ❖ In times of **Natural Calamities** Fatima College reaches out promptly to the people in distress in terms of resources, manpower and rehabilitation.
- ❖ All National, Religious & Cultural festivals are celebrated.
- ❖ Annual **Excursions** are arranged for the Non-Teaching and Sub Staff.

FUTURE PLANS

Short Term Plan

- Promoting self and ICT based teaching and Learning
- More Staff to be encouraged to develop content for MooC Courses offered at the SWAYAM Portal
- Introducing further Job oriented and skill development courses
- Students to be equipped with communicative skill – sets in English and languages such as French, German and Japanese
- Indorsing enriched student and staff exchange programmes nationally and globally
- Promoting internship by increasing the number of MoUs
- Extension of Online Courses / Programmes to Professional and others
- More Career –oriented Programmes that serve as strong foundation for various competitive Exams and programmes Highly recognised in the Job markets are to be introduced
- Encouraging departments to offer additional consultancy service to Media and Agro – based industries



MINUTES OF THE GOVERNING BODY MEETING



- Increased production of organic manure from Vermin composting for sales on and off campus
- Enlargement of the Business Incubator on campus
- Increasing the number of class rooms
- Establishment of an Exclusive campus for professional Programmes – a move towards the “More” in progress as they cross 25 milestones
- Installation and maintenance of servers tapping Fatima’s ingenious manpower and resources

Long Term Plan

- Upgradation of all PG departments to research centres
- Introduction of Five –year Integrated Programmes
- Expansion of Fatima by creating a satellite campus
- Networking with more global Higher Educational Institutions
- Publishing International Multidisciplinary Peer – Reviewed Research Journal with ISSN / ISBN number
- Augmentation of recognised Research Guideship
- Applying for patents by individuals or as an Institution
- Increasing the number of smart rooms
- More buildings to be solar powered



Dr. G. Celine Sahaya Mary
PRINCIPAL
FATIMA COLLEGE (AUTONOMOUS)
MADURAI - 625 018.



MINUTES OF THE GOVERNING BODY MEETING



MINUTES OF THE GOVERNING BODY MEETING – APRIL 2019

GOVERNING BODY MEETING

Apr 12, 2019

Members :

1. Rev. Sr. Cecily Savariyar
Provincial, St. Joseph's Province, India
Chairperson
2. Dr. Sr. M. Francisca Flora
Secretary, Vice-Chairperson
3. Dr. Sr. G. Celine Sahaya Mary
Principal, Ex-Officio Member
4. Dr. Sr. K. Fatima Mary
Education Link Person, SJP, India
5. Dr. Sr. M. Fatima Mary
Vice Principal - I (Shift-I), Member
6. Dr. G. Uma
Vice Principal - II (Shift-I), Member
7. Dr. Sr. J. Anul Mary
Vice Principal - I (Shift-II)
8. Dr. M. Arasammal
Vice Principal - II (Shift-II)
9. Sr. S. Stella Anul Mary
Office Manager (Shift-I)
10. Sr. M. P. Stella
Office Manager (Shift-II)



MINUTES OF THE GOVERNING BODY MEETING



11. Dr. Paula Banerjee Professor & Head Dept of South & Southeast Asian Studies University of Calcutta, West Bengal UGC Nominee	Vice Chancellor The Bankim College & University 1 Bankim Chatterjee Kolkata
12. Dr. R. Baskaran JDCE, Madurai Region, Madurai Government Nominee	<u>Son. Unaiyos</u> M. 28. 12/14/18
13. Dr. V. Chinniah Registrar, Madurai Kamaraj Univ. Madurai - Univ. Nominee	ABSENT
14. Rev. Dr. Andrew Francis, SJ Principal, Loyola College, Chennai Educationalist	ABSENT
15. Ms. B.T. Bangera Managing Director Hi. Tech Arai Ltd, Madurai	<u>B.T. Bangera</u>
16. Dr. S. J. Kala Dean of Arts, Member	<u>S. J. Kala</u>
17. Dr. N. Malathi Dean of Science	<u>Malathi</u>
18. Mrs. K. Helena Dean of Self-Financing Courses	<u>Helena</u>
19. Dr. S. Vidya IQAC Coordinator	<u>S. Vidya</u>
20. Dr. Mathavi Manisekhar Controller of Examination (Shift-1)	<u>Mathavi Manisekhar</u>



MINUTES OF THE GOVERNING BODY MEETING



21. Dr. Mahima Ragland
Controller of Examinations (Shift-II)

[Signature]

22. Dr. Vasantha Esther Rani
Dean of Research (Shift-I)

[Signature]

23. Mrs. M. S. Selvasani
Dean of Research (Shift-II)

[Signature]

24. Dr. S. Raju
Director of Professional Courses

[Signature]

25. Dr. A.I. Auxilia Felicitas
Associate Professor
The Research Centre of Commerce

[Signature]

26. Dr. S. Selvasani
Associate Professor & Head
Department of Chemistry

[Signature]

UGC Autonomy Grant 2018-2019

Statement of Expenditure

S.No.	PARTICULARS	AMOUNT (RS.)
a.	Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes	100000.00
b.	Orientation and Re-Training of Teachers	75000.00
c.	Redesigning Courses and Development of Teaching/Learning Material	50000.00
d.	Workshops and seminars	100000.00
e.	Examination Reforms	328348.00
f.	Furniture for office, class rooms, library and laboratories, library equipment, Books/Journals	533110.00
g.	Renovation and repairs not leading to construction of a new building	300000.00



MINUTES OF THE GOVERNING BODY MEETING



h.	Extension Activities	75000 . 00
i.	Office Equipment, Teaching aids & laboratory Equipment	299946 . 00
j.	Guest / Visiting Faculty	26270 . 00
k.	Capacity building for Teachers	73652 . 00
l.	Development of Area Study Pro. grammes	40422 . 00
Total		2001748 - 00

Budget for the Year 2019-20

UGC - Autonomy Grant

Autonomy Grant- Budget approved and proposed by the Finance Committee, Fatima College (Autonomous), Madurai for the academic year 2019-2020.

S.No.	PARTICULARS	AMOUNT (Rs.)
a.	Upgradation of syllabus on regular basis making it skill oriented with quantifiable outcomes	150000 . 00
b.	Orientation and Re-Training of Teachers	75000 . 00
c.	Redesigning Courses and development of Teaching / Learning Material	50000 . 00
d.	Workshops & seminars	125000 . 00
e.	Examination Reforms	200000 . 00
f.	Furniture for office, classrooms, library & laboratories, library equipment, Books/ journals	630000 . 00
g.	Renovation & repairs not leading to construction of a new building	300000 . 00
h.	Extension Activities	60500 . 00
i.	Office Equipment, Teaching aids & laboratory Equipment	270000 . 00
j.	Guest / Visiting Faculty	30000 . 00
k.	Capacity building for Teachers	70000 . 00
l.	Development of Area Study Programmes	40000 . 00
Total		2000500 . 00



MINUTES OF THE GOVERNING BODY MEETING



MINUTES OF THE GOVERNING BODY MEETING

The meeting of the Governing Body was held in SJ5, Fatima College at 2.00 p.m on Apr. 12, 2019. Dr. S. J. Arul Mary, Vice Principal - I, Shift - II invoked God's blessings through a prayer and Dr. S. G. Celine Sahaya Mary, the Principal welcomed the gathering. The minutes of the last Governing Body was presented by Dr. Mrs. K. Helena, Dean of Academic Affairs (S.F) and it was passed by the governing Body.

The Action Taken Report of the suggestions and recommendations made by the previous Governing Body was presented as follows by Dr. S. J. Kala, Dean of Academic Affairs (Ants):

ACTION TAKEN REPORT

S.No.	Suggestions Offered	Action Taken
I. Suggestions offered by the experts		
1.	All PG departments to be upgraded into Research Centres	The departments of Physics & Home Science with Food Biotechnology have turned into Research Centres
2.	Enrolment of First Generation learners to be increased	Efforts (preference) have been taken to increase the enrolment
3.	Streamlining of the courses offered to the creamy layer and slow learners	<ul style="list-style-type: none"> Outcome Based Education to be introduced from the forthcoming year 2019-20. UGC - MOOC courses as extra credit courses have been adopted catering to the needs of the fast learners at both UG and PG levels. Value-added Crash /



MINUTES OF THE GOVERNING BODY MEETING



certificate courses are only for fast learners and for the students who do not have access in more than one paper

II. Future Plans presented in the Governing Body 2018-19

- | | | |
|----|--|--|
| 4. | Ph.D guideship to be increased | <ul style="list-style-type: none"> 35 (existing + 1 (new)) Many have applied for guideship and are awaiting approval In the recent Academic Council Meeting held at MKU, it was suggested that the approval process of guideship be speeded up. |
| 5. | Qualified Staff (with Ph.D.) have to be appointed in self financing section too. | The number has been increased. 18 more have been appointed. |
| 6. | Consultancy Services to be enhanced. | Fatima Resource Team, a team of staff members to offer consultancy services has been instituted. |
| 7. | Value Education to be introduced to all the students of the UG programme | Value Education has been introduced to the II and III year UG students apart from the first year. |
| 8. | RSA activities have to create visible impact. | <ul style="list-style-type: none"> Toilets have been constructed aligned with the Swachh Bharath Scheme. Solar lights have been installed in adopted villages. UBA stakeholder committee has been formed to facilitate smooth functioning. |



MINUTES OF THE GOVERNING BODY MEETING



		<ul style="list-style-type: none"> • Farmers have been trained on the advantages of drip irrigation and Alovera cultivation • Special Survey has been conducted and uploaded on Unnat Bharat Abhiyan (UBA) portal • Participatory Rural Appraisal mapping (PRA) has been carried out • Skill Development Training courses given to rural women on making of paper bags, cloth bag, blouse stitching, Doll making and embroidery. • International Part-time MBA programme for working adults in collaboration with Binary University has been initiated
9.	Introduction of one or two courses with international standards especially in MBA department	
10.	Records of the students placed off campus with their salary package have to be maintained	<ul style="list-style-type: none"> • They are maintained departmentwise
11.	To conscientize the stakeholders to give their opinion for accessing the institution and the maintenance of the records	<ul style="list-style-type: none"> • According to the revised NAAC and NIRF guidelines, records of feed back collected from alumnae and parents are documented. • Online feedback of staff is collected from students
12.	Staff publication in reputed and peer reviewed journals	<ul style="list-style-type: none"> • Number has been increased • 161 Research Papers in



MINUTES OF THE GOVERNING BODY MEETING



	to be increased	International & National Journals & Magazines, ISBN Certified Seminar Proceedings and Books.
		<ul style="list-style-type: none"> • 8 chapters in Books • 3 Book / Journal Reviews • 3 Edited Books and • 3 Books have been published.
13.	Promote Anaemia free campus	<ul style="list-style-type: none"> • The Research Centre of Home Science with Food Biotechnology has taken steps to give awareness to adolescent girls on healthy Iron rich supplements through students' projects. • As part of Environmental education, students from all discipline sold millet based foods to promote their use. • The Research Centre of Tamil organised an exhibition on "Natural Tamil Medicine" wherein the trained students conducted a health camp and inspired the students. • General Medical Camp was conducted and a survey on Anaemia was carried out.
14.	NCC Officers to apply for UGC Grant	She has applied for the UGC grant for Rs. 2,00,000 Letter No : F. 3-1/2018 (NCC/UGC-SERO) date 26.07.2018
15.	Placement drive for First Generation Learners has to be increased	<ul style="list-style-type: none"> • The number has been increased from 240 to 269.



MINUTES OF THE GOVERNING BODY MEETING



Dr. Mrs. A.I. Auxilia Felicitas, senior member and Dr. Sr. J. Azul Mary, Vice Principal-I, Shift-II furnished the details of the students' enrollment for various programmes offered in the college and their profile highlighting the rural and the first generation learners of the academic year 2018-19 respectively. Dr. Ms. Mahima Ragland, the Controller of Examinations gave out the examination results. Following her, Sr. S. Stella Mary, the office Manager laid base the statement of expenditure and the financial assistance rendered to the economically disadvantaged students. Dr. Sr. G. Celine Sahaya Mary, the Principal detailed the institutional, staff and students' achievements of the academic year 2018-19. She also spelt the following Short and Long Term Future Plans:

Future Plans for the Academic Year 2019-2020

Short Term Plan

- Focusing on the enhanced inclusive education by increasing the number of differently abled students and by consciously following up their on-campus placement.
- Increasing the number of Business Start-ups
- Encouraging departments to offer more number of consultancy services to Media and Agro-based industries
- Promoting internship by increasing the number of MOUs
- Promoting self and ICT-based Teaching and Learning
- Efforts taken to incorporate LMS (Learning Management System) by installing ERP (Enterprise Resource Planning) tools for e-governance on campus
- Staff should be encouraged to develop contents for MOOC courses, offered at SWAYAM portal
- Introducing more job-oriented and skill development courses to enable the students become entrepreneurs
- Developing a blood group log on campus and in the adopted villages for blood donation
- Increased production of organic manure from vermin composting for sales on and off campus.



MINUTES OF THE GOVERNING BODY MEETING



- Imparting enriched Health Education for all
- Promoting student and staff exchange programmes nationally and globally
- Restructuring of e-content room into MOOCs studio equipping it with additional facilities for the production of e-material
- Establishing a few more Rain Water Harvesting system at different places on campus.
- Initiation of Intellectual Property Rights Cell
- Students to be equipped with communicative skill-sets in English

Long Term Plan

- Establishing Gender Studies Centre with financial assistance from UGC
- Increasing the number of smart rooms
- Publishing International Multidisciplinary Peer-Reviewed Research journal with ISSN/ISBN number
- Applying for patents by an individual or as an Institution
- More buildings to be solar powered
- Introduction of Five year Integrated Programme
- Encouraging all the Ph.D holders to obtain guideship
- Upgradation of all PG departments to research Centres

After an intent and keen listening to all the presentations, each of the distinguished members of the Governing Body documented their own observations, recommendations and suggestions. To start with, Dr. Paula Banerjee, the UGC Nominee commended the college for its extraordinary and unique achievements and suggested that the following be taken care of in the college's move towards excellence:

- Excel in research, as a good teacher needs to be an inquisitive researcher
- * Increase publication of research articles only in the



MINUTES OF THE GOVERNING BODY MEETING



list of journals recognised and recommended by UGC

- Ink more International collaborations
 - * Focus beyond Asian and South Asian nations
 - * Provide Global exposure to both staff and students
 - * Promote mutual beneficial international visits
- Offer corporate trainings to students aptly initiated by the Placement cell
- Introduce Gender Studies

Dr. Sr. G. Celine Sahaya Mary, the Principal thanked her for the valuable suggestions and assured to look into them.

Next, Mr. B.T. Banger, Managing Director of Hi-Tech Axis congratulated the college for securing the 94th rank among 1304 colleges in the All-India NIRF Ranking. However, he urged the college with potentials to secure a rank within 50 in the upcoming years. He suggested that in future the following be focussed on:

- Review the need for a particular course/programme every five years and renew it in order to make it on par with the ever-rising demands of the job market.
- Imbue interest among students for life-long learning: the need among the present generation of learners - as they cease to learn once they step out of the campus
- Give industrial exposure to more number of students through conscious efforts undertaken by the placement officers

In response to it Dr. Sr. G. Celine Sahaya Mary, the Principal declared that it would be followed in the academic year 2019-20 as internships and projects have been mandated as part of the Outcome Based Education to be offered.

Dr. R. Baskaran, JDCE, Madurai Region, Madurai - The State Government Nominee applauded the college for its distinct services in Women's Higher Education and



MINUTES OF THE GOVERNING BODY MEETING



extension activities rendered in the college's neighbourhood and opined that the following be paid special attention to:

- Raise the enrollment of physically challenged sports students
- Add up the number of research guides

Dr. Sr. G. Celine Sahaya Mary, the Principal affirmed that the suggestions would be taken into consideration and necessary actions would be taken in compliance with them.

Following him, Dr. Sr. K. Fatima Mary, Education Link Person of the sisters of St. Joseph's Province, India, recorded her appreciations at the success of Fatima. She applauded the college for creating a cluster of colleges, a noble gesture reflecting the values of that the sisters of St. Joseph's stand for. Further, she articulated her happiness over the increase in the number of the first generation learners enrolled, falling in line with the pioneers' vision. Above all, she cheered the Principal and the Secretary for consciously honing the students' entrepreneurial skills and developing them holistically. Later, she proposed that the following be emphasised:

- Teachers to equip themselves regularly to facilitate better learning among students
- Individual Research Guides and Supervisors concentrate on taking up the prescribed number of research works as it reflects their role as a guide
- Teachers update themselves on a regular basis by publishing one or two research articles per year

Dr. Sr. G. Celine Sahaya Mary, the Principal ensued that she would take required steps to motivate the staff.

Then, Dr. Sr. Francisca Flora, the Secretary congratulated the principal for introducing Outcome Based Education and for forming a cluster of colleges - efforts that would be too beneficial to the students and the partnering



MINUTES OF THE GOVERNING BODY MEETING



institutions. She came up with the following suggestions that:

- Enhanced efforts be put in to get patent rights
 - * The research endeavours can be interdepartmental
- International venturing into institutional partnering be deepened

To cap it all, Sr. Cecily Sausseiga, the Chairperson of the Governing Body and the Provincial of the Sisters of St. Joseph's Province, India, highly praised and thanked the Principal, the Secretary and the staff of Fatima for their continual and concerted contribution in building up the college to build young women who would in turn build up the nation. She admired the efforts taken by the college in networking with other higher educational institutions at the regional, national and international levels. She also appreciated the efforts taken by the institution in making the campus plastic free evincing ecological concerns and urged all to sustain the same. She reiterated the purpose with which this institution was established and urged everyone to continue working towards realising the same. Documenting her observations, she put forward that the following be taken up in future:

- Form new ties with higher educational institutions in Lyon, France and USA
- Sports be given more importance
 - * Highlight on Karate and Taekwondo that would come to the aid of young women as a self-defence tool
- Stress more on research
- Emphasise life-long learning among staff and students
 - * As teachers need to be continual learners in order to give more

Dr. G. Celine Sahaya Mary, the Principal thanked her for the significant observations and reassured that she would take essential measures to follow them. The meeting came to an end with the vote of thanks proposed by Dr. Vasantha, Dean of Research.

Dr. G. Celine Sahaya Mary