

# GOVERNING BODY MEETING

Apr. 12, 2019

## Members :

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

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

Dr. Banerjee  
22/9/19

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. Bangasa  
Managing Director  
Hi-Tech Arai Ltd., Madurai

*[Signature]*

16. Dr. S. J. Kala  
Dean of Arts, Member

S. J. Kala

17. Dr. N. Malathi  
Dean of Science

Malathi

18. Mrs. K. Helena  
Dean of Self-Financing Courses

Helena

19. Dr. S. Vidya  
IQAC Coordinator

S. Vidya

20. Dr. Mathavi Manisekhar  
Controller of Examination (Shift-1)

Mathavi Manisekhar

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

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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

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

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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	1,00,000.00
b.	Orientation and Re-Training of Teachers	75,000.00
c.	Redesigning Courses and Development of Teaching/Learning Material	50,000.00
d.	Workshops and seminars	1,00,000.00
e.	Examination Reforms	3,28,348.00
f.	Furniture for office, class rooms, library and laboratories, library equipment, Books/Journals	53,310.00
g.	Renovation and repairs not leading to construction of a new building	3,00,000.00

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 Programmes	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

The meeting of the Governing Body was held in SJ5, Fatima College at 2.00 p.m on Apr. 12, 2019. Dr. Sr. J. Azel Mary, Vice Principal - I, Shift - II invoked God's blessings through a prayer and Dr. Sr. G. Celine Sabaya Mary, the Principal welcomed the gathering. The minutes of the last Governing Body was presented by Dr. Mrs. E. 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 (Arts):

### 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	• Outcome Based Education to be introduced from the forthcoming year 2019-20. • UGC - MOOC courses as an extra credit courses have been adopted catering to the needs of the fast learners at both UG and PG levels. • Value-added Crash /

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

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

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| 4. | Ph.D guideship to be increased   | <ul style="list-style-type: none"><li>• 35 (existing + 1 (new))</li><li>• Many have applied for guideship and are awaiting approval</li><li>• In the recent Academic Council Meeting held at MKV, it was suggested that the approval process of guideship be speeded up.</li></ul> |
| 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.   | Falima 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 <sub>1</sub> programmes | Value Education has been introduced to the II and III year UG students apart from the first year.  |
| 8. | ROSA activities have to create visible impact.   | <ul style="list-style-type: none"><li>• Toilets have been constructed aligned with the Swachh Bharath Scheme.</li><li>• Solar lights have been installed in adopted village</li><li>• UBA stakeholder committee has been formed to facilitate smooth functioning</li></ul>         |

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|-----|---|---|
|     |   | <ul style="list-style-type: none"> <li>• Farmers have been trained on the advantages of drip irrigation and Alovera cultivation</li> <li>• Special Survey has been conducted and uploaded on Unnat Bharat Abhiyan (UBA) portal</li> <li>• Participatory Rural Appraisal mapping (PRA) has been carried out</li> <li>• Skill Development Training courses given to rural women on making of paper bags, cloth bag, blouse stitching, Doll making and embroidery.</li> <li>• International Part-time MBA programme for working adults in collaboration with Binyar University has been initiated</li> </ul> |
| 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"> <li>• They are maintained departmentwise</li> </ul>  |
| 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"> <li>• According to the revised NAAC and NIRF guidelines, records of feed back collected from alumnae and parents are documented.</li> <li>• Online feedback of staff is collected from students</li> </ul>   |
| 12. | Staff publication in reputed and peer reviewed journals   | <ul style="list-style-type: none"> <li>• Number has been increased</li> <li>• 161 Research Papers in</li> </ul>   |

to be increased

International & National Journals & Magazines, ISBN Certified Seminars Proceedings and Books.

- 8 chapters in Books
- 3 Book / Journal Reviews
- 3 Edited Books and
- 3 Books have been published.

13. Promote Anaemia free campus

• 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

• The number has been increased from 240 to 269.

Dr. Mrs. A.I. Auxilia Felicitas, senior member and Dr. Sr. J. Anul 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 Sabaya 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.

- 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 been 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

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. Bangera, Managing Director of Hi-Tech Aves congratulated the college for securing the 94<sup>th</sup> 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

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 Sabaya 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 Sabaya 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

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 Subairya, 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. Sr. 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.

Sr. G. Celine Sahaya Mary