

**MINUTES OF THE GOVERNING BODY MEETING held on
16th October 2020 at 10:00 a.m.**

Prayer: Rev. (Dr.) Beulah Jeyaseeli

Present:

S. No.	Name	Category
Governing Body Members		
1.	Mr. PWC Davidar	Chairperson of the Board
2.	Dr. Christianna Singh	Principal and Secretary, Lady Doak College
3.	Dr. G.J. Samathanam	Management
4.	Dr. C.D. Lethi	Management
5.	Rev. (Dr.) Beulah Jeyaseeli	Management
6.	Dr. Christian Paul	Management
7.	Dr. Geetha Kanagaraj	Faculty Member
8.	Dr. Nirmala Rebecca Paul	Faculty Member (Vice Principal)
9.	Dr. C. Thangamuthu	Educationist (Former Vice Chancellor, Bharathidasan University)
Special Invitees		
10.	Dr. M. Krishnan	Vice Chancellor, MKU
11.	Mr. Paul Prabhakaran	Financial Advisor, KWEA
12.	Dr. Rachel Regi Daniel	Chief Operating Officer, KWEA
13.	Dr. Nimma Elizabeth	Dean of Academic Affairs (Sciences)
14.	Dr. Helen Mary Jacqueline	Dean of Academic Affairs (Humanities)
15.	Dr. Beulah Jeyashree	Dean of Student Services (Aided)
16.	Ms. Joice Rathinam E.	Dean of Student Services (SF)
17.	Dr. Mumtaj Begum	Controller of Examinations
18.	Dr. Sakila Devi	Assistant Controller of Examinations
19.	Dr. R. Priyatharsini	IQAC Coordinator (Sciences)
20.	Dr. R. Jeyakodeeswari	IQAC Coordinator (Humanities)
21.	Dr. S. Padmaja	CIT Coordinator

Apology for Absence received from:

Dr. P. Ponmuthuramalingam, JDCE, Madurai Region

Absent:

Dr. N. S. Santhosh Kumar, Nominee from Madurai Kamaraj University

Welcome address: Mr. PWC Davidar, Chairperson

Matters arising from the Minutes of Governing Body dated 16th June 2020 and Principal's Report presented on 16th June 2020

S.No.	Subject Issue	Discussions	Decision/Status
1.	Guideship for SF Faculty	Discussions between Principals of the colleges under MKU were being conducted but were still in their infancy. A probable outcome would be for the institution to get an undertaking from the SF faculty in this regard of movement from one institution to another. The University's main concern was the scholars being left in the lurch. It would be good if the qualified SF faculty could get guideship from MKU.	It is decided to havemore conclusive formal discussions among Principals before taking this matter up once again at the next Academic Council meeting of MKU.
2.	NAAC Visit and Reaccreditations	Updates	SSR yet to be uploaded – delay on account of lockdown and changes in formats. NAAC portal will only be open to uploads after the lockdown has been lifted completely and on-campus classes have resumed.
3.	Consolidated Report on the Teaching, Learning & Evaluation Activities during Lockdown Period 17.03.2020 – 20.05.2020	Status update.	Copy of report sent to DCE, Chennai through JDCE, Madurai where it was pooled, consolidated, and sent to MHRD, Delhi.
4.	Payment of increment pending for the 24-faculty appointed in 2013	Status update.	A reminder has been sent to the JDCE.
5.	IQAC	Student and Faculty feedback for the Courses 2019-2020 (for Even Semester) Compliance Certificate from Departments 2019-2020 (Even semester)	Completed.
6.	Finance Committee Deliberations	Letter received from UGC dt. 25.09.2020 requesting Autonomous Colleges not to spend any amount in anticipation of funds from Autonomy Grant for	Placed on record. To be followed by the Financial Advisor.

		the year 2020-21 due to paucity of funds	
7.	Confirmation of the Minutes	Dr. Christian Paul, Board member proposed the minutes and Dr. C. D. Lethi, a Board member seconded it.	The minutes were unanimously approved.

Matters arising from the Minutes of Governing Body dated 16th October 2020

S. No.	Subject/Issue	Discussions	Decision/Status
1.	Recognized SWACHHTA Action Plan Institution	Lady Doak College was certified as a "Recognized Swachhta Action Plan Institution" by the Government of India through Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Ministry of Human Resource Development	Placed on record
2.	STATE LEVEL DISHA COMMITTEE Nominee	Dr. Ann Nirmala Carr, Coordinator, Centre for Women Studies & Asst. Professor, Social Work has been recommended by the college to serve as one of the four non-official members in evaluating socio-economic projects for rural development	Placed on record
3.	GRUEN Project	Under the mentorship of the student-staff team of Centre for Communication and Multimedia, ten students of the Mahatma Montessori CBSE School, Madurai, participated in the GRUEN project and eight of them won awards. Dr. Manju Muraleedharan, Assistant Professor, Department of English (SF) won the best teacher award.	Placed on record
4.	Appreciation from Oxford	The Oxford Poverty & Human Development Initiatives (OPHI) team has appreciated the Multidimensional Poverty Study in Vellichanatham Village, 2019-20.	Placed on record
5.	UGC Approval for NSQF Certificate/Diploma Courses in 2020-21	Start-up grant request by the Centre for Women's Studies to UGC-National Skills Qualifications Framework was approved. Four courses are to be started in	Placed on record

		November 2020.	
6.	Additional Non-Teaching Staff (Outsourced)	Details given in report.	Placed on record
7.	Faculty appointment / Resignation details	Details given in report.	Placed on record
8.	Admission Statistics	Admissions are higher than last year. Most undergraduate (UG) degree programs have been filled, a few seats are available in B.A. Tamil and B.A. Economics (Tamil) programs. There are seats vacant in several post graduate (PG) programs. It is hoped they will be filled as the date of admissions has been extended by MKU to the 31 st of October 2020.	The college will consider starting new courses in emerging areas in the following years.
9.	Hostel Strength 2020-21	Hostel seats are in demand. The number of takers has risen over the last few years.	A futuristic hostel model has to be considered.
10.	Report of 62 nd Academic Council	Major resolutions passed include: • Outcome based education (OBE) has been incorporated into the curriculum based on the requirements of NAAC and UGC – Quality Mandate (2018). • The credits and hours for Semesters I and II of 2020 batch of PG has been restructured as per TANSCH norms • The Centre for Women's Studies has introduced a one-year diploma course in "Digital Film Production" • The nomenclature of the Aided course B.Sc., Zoology (Specialization in Biotechnology) has been changed to B.Sc., Zoology with effect from the academic year 2020-21 as per the communication from Madurai Kamaraj University	Placed on record.
11.	CPEC Report	Ratification of assessment criteria for 2019-20 even semester (changes brought due to COVID-	Placed on record.

		19 pandemic) Assessment for 2020-21 odd semester (changes brought due to COVID - 19 Pandemic) Norms for online classes and evaluation patterns Interchange of courses / semester	Care is to be taken that the number of credits does not change.
12.	Research and Publishing	List of papers published, Ongoing projects, New projects were presented.	Placed on record.
13.	Exam Results	Development of exam module with the CIT helped the smooth conduct of the online exams. Despite the Pandemic and the new mode of examinations (online) the results remain consistent. Pass percentage averaging 94.6% as a whole.	Placed on record.
14.	IQAC Report	The IQAC has been actively involved in evolving guidelines and protocols for online teaching this academic year (2020-21). Quality policy for online classes have been framed and issued to faculty, students and parents.	Placed on record.
15.	Student Activity	Virtual meetings and programs have been organized by the Student cabinet.	Placed on record.
16.	Counselling Centre	Special counselling sessions have been regularly organized. These sessions help the student cope with the stress of the Pandemic and online classes.	Placed on record.
17.	Part V	All groups of Part V have been having bi-monthly sessions online with the students.	Placed on record.
18.	Finance committee report	The pandemic had a significant impact on the overall financial status of the college. Normal fee collections in June had been delayed and collection of fees began only in August and September 2020. The pandemic had also impacted the income from the residential	The deferred salary will be repaid over a period of four months and pay cuts will be restored. The lockdown has shown us a serious flaw that we are not equipped to be shut down for long periods of time. Efforts are being made to

		stream as the hostel was closed for the first semester. Further due to social distancing norms the occupancy rate would be restricted to 50% during the 2nd semester. Further we estimate a loss of revenue to the extent of Rs. 8 million from income from other sources. To augment the above shortage in funds the college has taken some austerity measures like deferral of salaries, pay cuts and cost reduction program to the extent of Rs. 45 million for sustainability of the college during this difficult period.	raise funds from alumnae and well-wishers and we are working towards 1000 scholarships
19.	Building and Infrastructure Report	As part of the austerity measures imposed, only priority projects were undertaken from June to October 2020. Many Certificates were Obtained and Licenses Renewed Stock checking and segregation of scrap were initiated in all Departments, Centers, Offices and Residential Quarters	It is resolved to only bring financial matters pertaining to UGC funds to this meeting any other matter is to be kept with the Management Board.
20.	Report on Inhouse MIS Development	Modules for the following have been completed. • Admission • Fee payment • Exam • Online registration of courses • E-certificate • Student feedback • E-assessment • Faculty appraisal Microsoft Teams app configured for online classes Institutional ids for Teaching, Non-teaching and students	Placed on record.

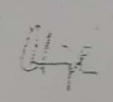
Any other matters (with the permission of the Chairperson)

S. No.	Subject/Issue	Discussions	Decision/Status
1.	Upgrading to College with Degree granting status or Deemed to be University or a fully-fledged university	The pros and cons of the proposition were discussed.	As far as Lady Doak is concerned we are very comfortable with Madurai Kamaraj University and the relationship that has panned out for many years. All the Vice Chancellors have been very supportive of the college and we would like to continue to be that way. The pandemic has revealed our vulnerability as an institution. And the insufficiency of funds cautions us from erratic dissection making. On the other side we realise many of the students in our college, around 30 to 40% of them are from very poor or lower middle class background who do not join PG programs because of lack of adequate funding. Plans are being worked out in the areas of giving more scholarships and improving our own financial standing. This is our priority now. The autonomous status of the institution gives freedom to work on the academic side too. That is also important to us. We are not in abig hurry to take up what is being proposed in the NEP. We would like to go step by step. There is a huge responsibility on the college to retain its original ethos and culture and not become money making place overnight. The issue needs to be discussed further and see how to go forward.

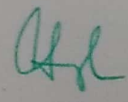
Closing Prayer: Dr. Samathanaru.


CHAIRPERSON
(MR. PWC DAVIDAR)

PWC DAVIDAR, IAS
Retd. Additional Chief Secretary
Chairperson
KATHIRKOTTAI EDUCATION ASSOCIATION


PRINCIPAL
(Dr. CHRISTIANNA SINGH)

Principal & Secretary
LADY DOAK COLLEGE
MADURAI - 2.


Principal & Secretary
LADY DOAK COLLEGE
MADURAI - 2.