

## MINUTES OF LADY DOAK COLLEGE, GOVERNING BODY MEETING

### 01. Preliminaries

The Governing Body Meeting of Lady Doak College was held on 9<sup>th</sup> May 2023 (Tuesday) at 10.15 am in a hybrid mode.

### 02. Invocation

The meeting started with a prayer by Dr. Jessi Ranjitha Jebaselvi, Chaplin, Lady Doak College.

### 03. Welcome and Introductory remarks

The Chairperson of KWEA and the Governing Body, Mr. John Devadason, welcomed the members attending the meeting.

### 04. Apology of absence, if any

The following are the members and their status for the Governing Body meeting:

S.NO.	NAME & DESIGNATION	CATEGORY	ATTENDANCE
1.	Dr. Ponmuthuramalingam P. Joint Director of Collegiate Education Madurai Region	TN. Govt. Nominee	Virtually present
2.	Dr. Vasantha V. S., Prof. & Head, Chairperson, Department of Natural Products Chemistry, Madurai Kamaraj University	MKU Nominee	Apology
3.	-----	Nominee from UGC	-----
4.	Dr. C. Thangamuthu Former Vice-Chancellor of Bharathidasan University	Educationalist	Apology
5.	Dr. Christianna Singh Principal & Secretary	Principal & Secretary	Physically present
6.	Mr. John Devadason Chairperson of the Management Board	Chairperson	Virtually present
7.	Dr. Lethi C.D. Member of the Management Board	Member	Virtually present
8.	Dr. Samathanam G.J Member of the Management Board	Member	Virtually present
9.	Mr. Glenn Garfield Croning	Member	Apology

	Member of the Management Board		
10.	Mr. Sridhar Sivaprakasa Member of the Management Board	Member	Virtually present
11.	Dr. Beulah Jeyashree R. Vice Principal	Senior Faculty	Physically present
12.	Dr. Carmel Richard Faculty Nominee in the Management Board	Senior Faculty	Physically present
13.	Dr. Shakeel Ahmad Joint Secretary, UGC	Special Invitee	Apology
14.	Dr. Vanitha Malarvizhi Bursar, KWEA	Special Invitee	Physically present
15.	Dr. Priscilla A. S. Dean of Academic Affairs, Sciences	Special Invitee	Physically present
16.	Dr. Helen Mary Jacqueline M. Dean of Academic Affairs, Humanities	Special Invitee	Physically present
17.	Dr. Chithra J. Dean of Student Affairs	Special Invitee	Physically present
18.	Dr. Mercy Pakiam Controller of Examinations	Special Invitee	Physically present
19.	Dr. Jessie Ranjitha Jebaselvi C Chaplain	Special Invitee	Physically present
20.	Dr. Felicia Shirley P. IQAC Coordinator, Sciences	Special Invitee	Physically present
21.	Dr. Jeyakodeeswari R. IQAC Coordinator, Humanities	Special Invitee	Physically present
22.	Mrs. Sangeetha CIT Coordinator	Special Invitee	Physically present
23.	Dr. Hema D. CCM Coordinator	Special Invitee	Physically present
24.	Ms. Lakshmi. CES Coordinator	Special Invitee	Physically present
25.	Dr. Ann Nirmala Carr CWS Coordinator	Special Invitee	Physically present
26.	Dr. Sriilatha S. CHRD Coordinator	Special Invitee	Physically present
27.	Dr. K. Sujatha Part V Coordinator	Special Invitee	Physically present
28.	Ms. Anbuselvi S. CED Coordinator	Special Invitee	Physically present
29.	Dr. Mahalakshmi A R & D Coordinator	Special Invitee	Physically present
30.	Ms. Vrushaa Prabhu Sahayaraj	Special Invitee	Physically present

	ISC Coordinator		
31.	Ms. Juanita Alan Counselling Unit Coordinator	Special Invitee	Physically present
32.	Dr. Capt. Shantha Meena T. Director of Physical Education	Special Invitee	Physically present
33.	Dr. Lt. Sangaranachiar S. Librarian, Coordinator CGPC &PRO	Special Invitee	Physically present
34.			

Dr. Christianna Singh, Principal and Secretary of Lady Doak College presided over the meeting

#### **05. Confirmation of Minutes of the Meeting held on 08<sup>th</sup> October 2022**

The minutes of the previous meeting were presented to all members and was unanimously approved. The resolution to approve minutes was proposed by **Mr. John Devadason** and seconded by **Dr. C. D. Lethi**

#### **06. College Report:**

Dr. Christianna Singh, Principal and Secretary presented the report of the college's progress as a short video presentation. The highlights were the awards received by the college, the Principal, faculty and students. The report also outlined the various activities conducted on campus in the last few months.

The principal drew the attention of the attending members to the following points:

- Lady Doak College has been recognized under the Unnath Barath Abiyan scheme
- A new program M.Sc. Biotechnology has been recommended for financial support under DBT-PG Teaching Programme

#### **07. Teaching and Nonteaching faculty Aided and Self-financed:**

Dr. Christianna Singh, Principal and Secretary, Lady Doak College, presented the updated the forum on the appointments, resignation etc of the faculty in Aided and Self-financed stream. Major highlight is the approval for 18 aided appointments form the JDCE and the appointment of 27 NTS in the Aided stream after a long gap, the proposals have been sent to the JDCEs for approval.

#### **08. Infrastructural Development**

Dr. P. Vanitha Malarvizhi, Bursar, Lady Doak College, spoke about the infrastructural developments on campus in the last few months. The management has spent funds for the upgradation of campus including new students resting areas, industrial ceiling fans in the GJ Auditorium, water dispensers in college and hostels etc. Major civil construction work is also happening on campus.

#### **09. Internal Quality Assurance Cell (IQAC)**

Dr. R. Jeyakodeeswari, IQAC Coordinator (Humanities) briefly presented the work done by the IQAC in the last quarter. She outlined the dates of submission for AQAR 2021 -2022, NIRF 2023, etc.

#### **10. Curriculum Enrichment**

Dr. M. Helen Mary Jacqueline, Dean of Academic Affairs (Humanities) outlined the proposed changes in the curriculum and reported the proceedings of the 68<sup>th</sup> Academic Council. A total of 37 new course have been added. Based on TANSCHER recommendations the college is gearing up to revamp the curriculum for the incoming 2023 batch of students.

Dr. Priscilla A.S., Dean of Academic Affairs (Sciences) highlighted the new MoUs in place to strengthen the curriculum. She also drew the attention to the outcomes of the existing MoUs. She also touched up the various faculty development programmes conducted in the period.

#### **11. Examination Matters**

Dr. Mercy Pakiam, Controller of Examinations, Lady Doak College presented the statistics for the regular and supplementary exams of November 2022. Overall pass % in regular examination is 80.95% and supplementary exams is 48.44 %.

#### **12. Online Education Committee/Centre for Communication & Multimedia**

Dr. D. Hema, Coordinator Online Education Committee and Centre for Communication & Multimedia, Lady Doak College presented the report. She highlighted the introduction of the online courses, Enrolments and certifications obtained from NPTEL courses.

#### **13. Student Activities**

The Dean of Student Affairs, Dr. Chitra Edwin J., presented a report about students' activities and involvement in them. She also spoke about the scholarships and the special schemes offered to students by the college.

#### **14. Centre for Information technology**

Dr. Sangeetha., Coordinator Centre for Information Technology (CIT), highlighted the work done on the college portal and automation modules in terms of development, upgradation and maintenance.

#### **15. Centre for Environmental Studies (CES)**

Ms. Lakshmi, Coordinator, CES, reported on the activities of the centre. She focused on the work done by the college in the Unnat Bharat Abhiyan, Herbal garden and Plantation drive on campus.

#### **16. Centre for Women Studies (CWS)**

The Coordinator of the Centre for women's studies, Dr. Ann Nirmala Carr, presented the activities of the centre. She spoke on the programmes and interventions offered to the students and updated the body on the NSQF skill courses offered by the centre.

#### **17. Centre for Human Resource Development (CHRD)**

Dr. Sriilatha S., Coordinator CHRD, reported the activities conducted by the centre. She focused on the various training / Faculty development programmes conducted in the given period.

#### **18. Part V**

Dr. K. Sujatha, Coordinator Part V, listed out the activities conducted by RRC, YRC, NSS, LEB and LSB. She emphasised the participation of our students and faculty in government schemes like the Nan-Mudhalvan and Maperum Tamilkanavu programmes. She also turned the spotlight on the awards received by the NSS units, YRC and RRC.

#### **19. Centre for Entrepreneurship Development (CED)**

Ms. Anbuselvi S., Joint Coordinator CED, presented the report outlining the programmes conducted including an update on the vocational skills programme and the institutions innovation council – MHRD & MoE programmes. The Institution Innovation Council (IIC) of Lady Doak College is awarded with a **Two Star Rating** for undertaking various pre incubation activities that will innovation and Startups, within the campus

#### **20. Research & Development Cell (R&D Cell)**

The coordinator of the R&D cell, Dr. A. Mahalakshmi, presented a report on the programmes conducted by the cell. The College management has given financial support for the faculty towards 'Seed project' and 'Institutional project' grant to the tune of **Rs. 7,54,000/-** for the year 2022-2023. She outlined the programmes conducted, research papers published, grants applied for and awards won by faculty and students. Six faculty have received the approval for guidance of Ph.D. scholars from MKU.

#### **21. International Study Centre (ISC)**

Ms. Vrushaa Prabhu Sahayaraj, Joint Coordinator ISC, outlined the work done by the ISC and the list of students who have been abroad.

#### **22. Counselling Unit**

Ms. Juanita Allan, College Counsellor, highlighted the continued efforts of the counselling unit to serve the Lady Doak college fraternity.

#### **23. Physical Education and NCC**

Dr. Cpt. Shantha Meena. T, Director of Physical Education and ANO NCC wing Lady Doak college, detailed the awards won and participation of the sports students of our college. She also added on the activities of the Army and Air wing cadets of the college.

The pinnacle of the year was the Arjuna award received by Ms. Jerlin Anika; I B.A. Economics form the honourable President of India. Ms. Jerlin Anika was felicitated on campus by the Minister of Youth affairs and Sports, Government of Tamil Nadu, Mr. *Udhayanidhi Stalin*.

#### **24. Library**

Dr. S. Sangaranachiar Librarian, spoke about the acquisitions and maintenance in the J. X. Miller Library. The Library has implemented the RFPD tagging of books. She also highlighted the services offered by the library.

#### **25. Career Guidance & Placement Cell (CGPC)**

Dr. S. Sangaranachiar, Coordinator CGPC reported on the campus interviews and placement drives conducted for students. She appraised the body on the number of students placed.

#### **26. Public Relations Office (PRO)**

Dr. S. Sangaranachiar, PRO highlighted the work done by the PRO especially the publishing of news reports,

#### **27. Finance Report**

Dr. Vanitha Malarvizhi, Bursar, Lady Doak College and Treasurer KWEA, presented the minutes of the finance committee (government funds) held on 08.05.2023. The budget for centre for Women's studies was placed before the forum and approved.

Proposed by: Dr. Ponmuthuramalingam P, Seconded: Dr. Samathanam G.J

#### **28. Any other matter:**

Dr. Samathanam G.J. asked for the clarification regarding the patent spoken about. Dr. Priscilla A. S., Dean of Academic Affairs (Sciences) reported that the MoU signed with the Industry from 2013 clearly states that Lady Doak College, does not have patent rights on the products developed. In all there have been 8 patents generated over the period of collaboration of ten years. They allow the students to be employed, the data used for publication and for the Ph. D. work of one scholar. In future, when MoUs are signed these clauses about patents will be included.

Dr. C. D. Lethi appreciated the achievements of the college. She also said that the proposed M. Sc. Biotechnology programme under DBT scheme was a golden opportunity for the college. She urged the principal to speak to the state government and try to solve the problem of admission norms.

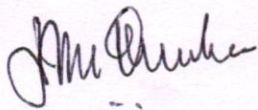
#### **29. Concluding Remarks**

Dr. Christianna Singh, Principal and Secretary, Lady Doak College, pointed out that this has been a special year for the college as we celebrated 75 years of existence. Though the academic year started a month late, the departments and centres have packed in numerous activities and events.

She acknowledged God's grace and presence, the contributions and continued support of the management, the wide network of friends and community that support the college and appreciate the work done. She promised that the focus of the college would always be on empowering young women. She thanked the members for attending the meeting and offering their valuable suggestions and comments.

### 30. Concluding Prayer

The meeting concluded with a prayer by Dr. Beulah Jeyashree R., Vice Principal, Lady Doak College.



Mr. John Devadason  
Chairperson KWEA

**Chairperson**  
Katie Wilcox Education Association



Dr. Christianna Singh  
Principal and Secretary

**Secretary**  
Katie Wilcox Education Association