

LADY DOAK COLLEGE, MADURAI

(An Autonomous Institution affiliated to Madurai Kamaraj University)

Minutes of the meeting of the GOVERNING BODY
held on Wednesday, 25th April 2018 at 10.00 a.m.

at Clapp Hall, Lady Doak College, Madurai

Members Present:

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|-----|------------------------------|---|----------------------------|
| 1. | Dr. Paul P. Appasamy | - | Chairperson |
| 2. | Dr. C. Thangamuthu | - | Educationalist |
| 3. | Dr. Sembon David | - | Board Member |
| 4. | Dr. G.S. Selvam | - | MKU Representative |
| 5. | Dr. Kudalingam, JDCE | - | State Govt. Representative |
| 6. | Ms. Sangeetha Kandavel | - | Alumnae Representative |
| 7. | Dr. Kavitha Rani | - | Faculty Nominee |
| 8. | Dr. Lily Jeyaseeli Balasingh | - | Faculty Nominee |
| 9. | Dr. Christianna Singh | - | Principal & Secretary |
| 10. | Dr. Rachel Regi Daniel | - | Vice Principal |
| 11. | Mr. A. Marianathan | - | Bursar |

The following members could not attend the meeting due to unavoidable reasons

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| 1. | Mr. R. Jeyakumar | - | Board Member |
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The following members attended the meeting as Special Invitees

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|-----|---------------------------|---|--------------------------------------|
| 1. | Dr. Belinda Bennet | - | Board Member |
| 2. | Dr. Nimma Elizabeth | - | Dean of Sciences |
| 3. | Dr. Helen Mary Jacqueline | - | Dean of Humanities |
| 4. | Dr. Mumtaj Begum | - | Controller of Examinations |
| 5. | Dr. Carmel Richard | - | Assistant Controller of Examinations |
| 6. | Dr. Sarah Sathyavathi | - | IQAC Coordinator |
| 7. | Dr. Beulah Jeyashree | - | IQAC Coordinator |
| 8. | Dr. Sandhya Kiran | - | B.Voc. Coordinator |
| 9. | Dr. Roopa Ravikumar | - | LDCC Coordinator |
| 10. | Dr. Angayarkanni | - | CCM Coordinator |
| 11. | Ms. Padmaja | - | CIT Coordinator |

The meeting began with Prayer. The following business was transacted:

1. CONFIRMATION OF MINUTES

The minutes of the meeting held on 15th September 2017 were confirmed.

2. ACTION TAKEN REPORT

The Principal reported the following actions taken on the resolutions passed in the meeting of the Governing Body held on 15th September 2017.

| Item | Resolution / Suggestion | Action Taken |
|-----------------------|--|---|
| Principal's Report | <ul style="list-style-type: none"> Technology enabled Teaching-Learning can be given as Press release | Uploaded in our college website |
| Feedback - IQAC | <ul style="list-style-type: none"> That the statements/ questions can be changed instead of being given as Lead questions | In process |
| | <ul style="list-style-type: none"> The format should have provisions for students to give reasons for strongly disagree, which can be a very valuable input for follow up | In process |
| Finance Committee | <ul style="list-style-type: none"> Under extension, the money spent from student payment also be shown along with the money spent from Autonomy account | Done |
| Report of the Results | Action to be taken to increase the pass percentage | Remedial classes for the low performers have been arranged & Introduction of Google Classroom for teaching helped the low performers to learn better on their studies |
| | TANSICHE norms should be followed - Internal assessment should be 25% and external should be 75% | As per the college decision, the same ratio is maintained |
| | JDCE Women's Hostel fitness centre should be finished | LPA Approval must be obtained |

3. THE PRINCIPAL'S REPORT

The Principal presented the report of the academic programmes, research activity, extension services, student support services, infrastructure development, collaboration, governance and leadership of the management pertaining to the period from September 2017 to March 2018.

4. REPORT OF THE ACADEMIC COUNCIL

The major resolutions passed in the meeting of the 58th Academic Council meeting held on 3rd April 2018, was presented by the Deans of Academic Affairs.

5. INTRODUCTION AND MODIFICATION OF PROGRAMMES

Dr. Nimma Elizabeth presented on the introduction of Certificate Course in French Language Skill Enhancement and Certificate Course in Medical Physics. The certificate course in Medical Physics is now titled 'Certificate Course In Medical Instrumentation' on the recommendation of the Board of Directors.

6. REPORT OF THE RESULTS

The Controller of Examinations Dr. Mumtaj Begum presented the report of the Results of November 2017.

7. REPORT OF B.VOC. PROGRAMMES

The present status of B.Voc. programmes was presented by Dr. Sandhya Kiran, Co-ordinator of B.Voc. Programmes.

8. REPORT OF LADY DOAK COLLEGE COMMUNITY COLLEGE

The LDCC Coordinator Dr. Roopa Ravikumar presented the full report from its inception 2008 till 2018 since the programme will cease to function at Lady Doak College and move to the Satellite Campus.

9. REPORT OF PLATINUM JUBILEE SPORTS AND CULTURAL FESTIVAL

The Vice Principal Dr. Rachel Regi Daniel, presented the report of the Sports and Cultural Festival as part of its Platinum Jubilee Celebrations held on Friday 13th April 2018 at our Satellite Campus Velichanatham, Madurai.

10. RECOMMENDATIONS OF THE FINANCE COMMITTEE

The Bursar presented the details of the expenses, Autonomy Grant Budget, Expenditure of Autonomy Grant, allotment to departments for conducting seminar/workshops and orientation for teachers using Autonomy grant 2017-18 along with the estimate and the details of the Expenditure using Autonomy Grant for the period 2017 – 18 and the balance amount allotted under Autonomy Grant.

The budget for CPE grant (2017-18 & 2018-19) and details of grants received from UGC and other Central Government grants were also presented.

With the Principal thanking the members for their contribution at the meeting, the meeting came to an end.

Paul P. Appasamy

(PAUL P. APPASAMY)

CHAIRPERSON

Christianna Singh

(CHRISTIANNA SINGH)

PRINCIPAL