

Dr. N.G.P Arts and Science College
An autonomous Institution affiliated to Bharathiar University
Kalapatti Road, Coimbatore – 641 048

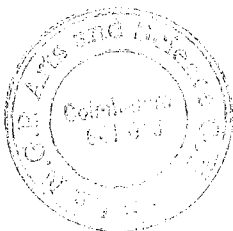
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**FIRST MEETING OF THE STANDING COMMITTEE ON
ACADEMIC AFFAIRS**

AGENDA & NOTES

20.06.2015

09.30 AM



Dr. N.G.P Arts and Science College
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Kalapatti Road, Coimbatore – 641 048

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**FIRST MEETING OF THE STANDING COMMITTEE ON
ACADEMIC AFFAIRS**

Saturday, 20th June 2015 at 09.30 AM

Place of Meeting : Kambar Arangam
Dr. N.G.P ARTS AND SCIENCE COLLEGE
Kalapatti Road, Coimbatore – 641 048

Members who intend to move amendments on this Agenda shall forward a copy of the same so as to reach the Principal not later than 3.00 PM on 18.06.2015

Coimbatore – 641 048


PRINCIPAL
Dr. N.G.P Arts and Science College
D. R. MUTHUSWAMY
PRINCIPAL
Dr. N.G.P Arts and Science College
Dr. N.G.P - Kalapatti Road
Coimbatore - 641 048
Tamilnadu, India

Members of Standing Committee on Academic Affairs (SCAA)

1.	Dr.P.R. Muthuswamy Principal, Dr. N.G.P Arts and Science College Coimbatore – 641 048	Chairman
2.	Dr.K. Durairaj Vice Principal,	Member
3.	Dr. N. Kannan Dean, Academic Affairs	Member
4.	Dr. K. Selvi Department of Tamil	Member
5.	Ms. K. Manju Kumari Department of English CA	Member
6.	Mr. B. Satheesh Kumar Department of Mathematics (CA)	Member
7.	Dr. M. Jagadesh Department of Physics	Member
8.	Mrs. V.Nija Rubini Department of Chemistry	Member
9.	Mr. S.V. Ramesh Department of Commerce	Member
10.	Mr. M. Prakash Department of Commerce with Computer Application	Member
11.	Dr. L. Usha Department of Corporate Secretaryship	Member
12.	Dr. S. Saravanan Department of Commerce with Information Technology	Member
13.	Dr. P.Jayasubramanian Department of Commerce with Professional Accounting	Member
14.	Dr. P.B. Banudevi Department of Commerce with Finance, Banking & Insurance	Member

15.	Mr. S. Mohan Department of Management Studies	Member
16.	Dr. S.S. Sudha Department of Microbiology	Member
17.	Dr. J. Karthikeyan Department of Biochemistry	Member
18.	Dr. V. Shanmugaraju Department of Biotechnology	Member
19.	Dr. C. Sowmia Department of Clinical Lab Technology	Member
20.	Mrs. D. Sridevi Department of Nutrition and Dietetics	Member
21.	Mrs. V. Kavitha Department of Costume Design and Fashion	Member
22.	Mr. S. Vijayakumar Department of Catering Science and Hotel Management	Member
23.	Mr. K. Khumaravel Department of Computer Science	Member
24.	Mrs. R. Kousalya Department of Computer Application	Member
25.	Mr. B. Subramani Department of Information Technology	Member
26.	Mrs. D. Maheswari Department of Computer Technology	Member
27.	Mr. A. Sunil Franklin Department of Hospital Administration	Member
28.	Mrs. S.Jayanthi Department of Medical Physics	Member

29.	Mr.S. Mohan Raj Department of International Business	Member
30.	Mr. M. Muthukrishan Libraian	Member
31.	Mr.S.Pradhap Physical Director	Member

Functions:-

1. The SCAA shall be an authority of the college to co-ordinate and exercise general supervision over the academic affairs of the college.
2. To make recommendations to the Academic Council and to conduct Convocation for the conferment of the Degrees.
3. To make recommendations for creation of additional faculties when found necessary to the approval of Academic Council and Governing Body.
4. To make recommendations for the approval of the Academic Council and Governing Body regarding the receipt of fees and penalty for nonpayment in time by the students of the college.
5. Propose to constitute committees for the institution of scholarships, fellowships, studentships, medals, and formulate rules for such awards from time to time.
6. To propose regulations, amend or repeal the same.
7. To advise the Academic Council on all academic matters.
8. To make proposals to the Academic Council for the conduct of Examinations.
9. To make regulations for the constitutions and functions of the faculty.
10. To make regulations for the encouragement of the faculty with a view to promote academic standards.
11. To approve, modify or reject the recommendations of the Board of Studies regarding text books and syllabi required to be prescribed under the regulations.
12. To recommend the academic council schemes for the constitutions and reconstitution of Departments of teaching
13. To advise the Academic Council on the promotion of research in the college.

Meeting:-

1. There shall be one meeting of the Standing Committee on Academic Affairs in a year on date to be fixed by the Principal
2. The Principal may whenever thinks fit, convene a special meeting of the Standing Committee on Academic Affairs.
3. The Principal may, at his discretion postpone the date fixed for an ordinary or special meeting of the Standing Committee on Academic Affairs.
4. The Principal shall give not less than four weeks' notice for the date of an ordinary meeting.

Forwarding resolutions:-

1. Any member who wishes to move a resolution on the item of the agenda at an ordinary meeting shall forward a copy of the resolution to the Principal so as to reach him not less than twenty days before the date of the meeting.
2. A member who has forwarded a resolution may, by giving a written notice, which shall reach the Principal not less than two clear days before the date fixed for the dispatch of the agenda paper, withdraw the resolution.

Agenda Papers:-

1. Not less than twelve days before the date of every meeting, the Principal shall issue to every member an agenda paper specifying the day and the hour of the meeting and business to be brought before the meeting but the non-receipt of the agenda paper by any member shall not invalidate the proceedings of the meeting.
2. Principal may bring any business which in his opinion is urgent before any meeting with shorter notice or without placing the same on the agenda paper.

Quorum:-

1. One third of the members of the SCAA shall be the quorum. In case, there is no quorum in a meeting, a second meeting shall be convened by giving 15 days notice and no quorum is required for such a meeting.

Chairman of the Meeting:-

The Principal shall preside at all meeting of the SCAA. The Principal shall be the Ex Officio Chairman of the SCAA meeting. In the absence of the Principal the SCAA may elect one of the members present as the Chairman for that meeting.

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**FIRST MEETING OF THE STANDING COMMITTEE ON
ACADEMIC AFFAIRS**

Date : 20.06.2015

Time : 09.30 AM

Venue: Kambar Arangam

AGENDA

ITEM

1. To introduce the modifications in the existing Syllabus and also the curriculum for the students admitted during the academic year 2015 - 2016.
2. To introduce the Choice Based Credit System (CBCS), Extra Departmental Courses (EDC), Inter-Disciplinary Courses (IDC), and Non – Major Elective Subjects (where ever applicable) in all UG and PG programmes offered for students admitted in various programmes from the academic year 2015 - 2016 onwards.
3. To introduce the scheme of examinations and syllabi for the Part I Tamil/Malayalam/Hindi/French for all the Under Graduate Programme.
4. To introduce the scheme of examinations and syllabi for the Part II English for all Under Graduate Programmes.
5. To introduce the scheme of examinations and syllabi for the B.A. English Programme.
6. To introduce the scheme of examinations and syllabi for B.Sc Mathematics (CA) and M.Sc Mathematics Programmes.
7. To introduce the scheme of examinations and syllabi for Chemistry Allied Subject for the relevant branches.
8. To introduce the scheme of examinations and syllabi for B.Sc Physics Programme.
9. To introduce the scheme of examinations and syllabi for B.Com, B.Com (Computer Applications), B.Com (CS.CA), B.Com IT, B.Com PA, B.Com Finance B.Com (Banking and insurance), M.Com, M.Com (Computer Applications) and M.Com (CS) Programmes.

10. To introduce the scheme of examinations and syllabi for B.Sc Computer Science, BCA, B.Sc Information Technology, B.Sc Computer Technology , M.Sc. Information Technology and M.Sc Computer Science Programme.
11. To introduce the scheme of examinations and syllabi for BBA (CA) Programme.
12. To introduce the scheme of examinations and syllabi for B.Sc Costume and Design Fashion Programme.
13. To introduce the scheme of examinations and syllabi for B.Sc Microbiology and M.Sc Microbiology Programmes.
14. To introduce the scheme of examinations and syllabi for B.Sc Biochemistry and M.Sc Biochemistry Programmes.
15. To introduce the scheme of examinations and syllabi for B.Sc Clinical Lab Technology Programme.
16. To introduce the scheme of examinations and syllabi for B.Sc Nutrition and Dietetics Programme.
17. To introduce the scheme of examinations and syllabi for B.Sc Catering Science and Hotel Management Programme.
18. To introduce the scheme of examinations and syllabi for B.Sc Biotechnology and M.Sc Biotechnology Programmes.
19. To introduce the scheme of examinations and syllabi for M.Sc Hospital Administration Programme.
20. To introduce the scheme of examinations and syllabi for Master of International Business Programme.
21. To introduce Value Added Programmes relevant to the subjects concerned depending on the need and necessity.
22. To approve and follow the syllabi and regulations of Bharathiar University for all certificate, Diploma Courses and M.Phil Programme for the academic year 2015 – 2016.
23. To consider that the Chairman of the academic council be authorized to approve the syllabi/ regulations or corrections in syllabi for all UG, PG Programmes and also for Part I and Part II syllabi for the year 2015 – 2016 which will be brought to the notice of the Chairman by the Chairperson of the concerned Board after this meeting.
24. To approve the panel of examiners for question paper setting and valuation.
25. To approve the pattern of Question Paper for all UG and PG programmes.
26. Any other.

