



SRI VIDYA MANDIR ARTS & SCIENCE COLLEGE

(Autonomous)

[An Autonomous College Affiliated to Periyar University, Salem, Tamil Nadu]

[Accredited by NAAC with 'A' Grade with CGPA of 3.27]

[Recognised 2(f) & 12(B) under UGC Act of 1956]

Vignesh Nagar, Katteri – 636 902, H. Eachampadi (Via)
Uthangarai (Tk), Krishnagiri (Dt), Tamil Nadu

Minutes of the Second Governing Body Meeting of Sri Vidya Mandir Arts & Science College (Autonomous), Katteri, Uthangarai, Tamil Nadu

Date:17.05.2021 (Monday)

Time: 11.00 A.M.

Mode: Online (Zoom Meet)

Members Present

1. **Shri. V. Chandrasekaran**, Founder, Sri Vidya Mandir Higher Educational Trust, Uthangarai, Tamil Nadu (Management Member)
2. **Mr. R.P. Rajee**, Secretary, Sri Vidya Mandir Arts & Science College, Katteri, Uthangarai, Tamil Nadu (Management Member)
3. **Mr. Arun Azhaguthambi, B.Sc. (Agri)**, Trust Member, Sri Vidya Mandir Higher Educational Trust, Uthangarai, Tamil Nadu (Management Member)
4. **Dr. C. Gomathi, M.Com., M.Phil., Ph.D.**, Trust Member, Sri Vidya Mandir Higher Educational Trust, Uthangarai, Tamil Nadu (Management Member)
5. **Prof. Dr. K. Muthuchelian, Ph.D., D.Sc., FNABS, FZSI, FPBS, FIEF (Canada)**, Pro-Vice Chancellor, Dayananda Sagar University, Bangalore, Karnataka (Educationist)
6. **Dr. Neelam Mittal**, Former Principal, Arya Kanya PG College, Jhansi, Uttar Pradesh (UGC Nominee)
7. **Dr. C. Jothi Venkateswaran, M.Sc., M.Phil., PGDGISM, Ph.D.**, Regional Joint Director of Collegiate Education, Dharmapuri Region, Dharmapuri, Tamil Nadu (State Government Nominee)
8. **Dr. T. Balasubramanian, M.Sc., M.Phil., Ph.D.**, Principal, Sri Vidya Mandir Arts & Science College, Uthangarai, Tamil Nadu (Ex-Officio)

9. **Dr. S. Suresh, M.Sc., M.Phil., Ph.D.**, COE and Assistant Professor, Department of Physics, Sri Vidya Mandir Arts & Science College, Katteri (Teacher of the College)

The meeting of the Second Governing Body is commenced with a Welcome Address by the Principal of the College Dr. T. Balasubramanian.

The second Governing Body Meeting could not be conducted in a stipulated (within one year) time period, due to the unexpected severe COVID-21 Pandemic Scenario from March 2020 to August 2020 and the subsequent autonomous related activities, ie. conducting Board of Studies (BOS) Meetings for 17 Boards (UG & PG Boards), Academic Council Meeting, first year (Autonomous Batch) students admission and their semester examination related works. The Principal has assured that the Governing Body Meeting will be conducted at least twice in a year from this academic year onwards.

The Principal has submitted the Action Taken Report for the Resolutions Passed during the First Governing Body Meeting held on 24th January 2020. The Governing Body has appreciated the progress made for the Resolutions Passed during the First Governing Body Meeting.

Subsequently, the following Agenda are discussed and the corresponding resolutions are made.

Agenda 1: Approval of Newly Nominated Members to the Academic Council.

As per the UGC Guidelines for Autonomous Colleges (Page No. 10 and 11), the Governing Body resolves to approve the following new Academic Council Members and also a Member nominated under the category Teacher of the College.

Sl. No.	New Academic Council Members	Category
1.	Dr. T. Balasubramanian, M.Sc., M.Phil., Ph.D. Principal, Sri Vidya Mandir Arts & Science College (Autonomous), Katteri, Uthangarai, Tamil Nadu	Chairman
2.	Dr. C. Gomathi, M.Com., M.Phil., Ph.D. Assistant Professor & Head, Department of Commerce (CA), Sri Vidya Mandir Arts & Science College	Head of Department in the College

	(Autonomous), Katteri, Uthangarai, Tamil Nadu	
3.	Dr. P. Suresh, M.A., M.Phil., Ph.D., NET., SET. Assistant Professor & Head, Department of Tamil, Sri Vidya Mandir Arts & Science College (Autonomous), Uthangarai, Tamil Nadu	Head of Department in the College
4.	Dr. G. Raja, MBA, M.Phil., Ph.D. Assistant Professor & Head, Department of Management Studies, Sri Vidya Mandir Arts & Science College (Autonomous), Katteri, Uthangarai, Tamil Nadu	Head of Department in the College
5.	Dr. Chinnadurai, M.Sc., M.Phil., Ph.D. Assistant Professor & Head, Department of Botany, Sri Vidya Mandir Arts & Science College, (Autonomous), Katteri, Uthangarai, Tamil Nadu	Head of Department in the College
6.	Dr. S. Jaikumar, M.Sc., M.Phil., B.Ed., Ph.D. Assistant Professor, Department of Mathematics, Sri Vidya Mandir Arts & Science College (Autonomous), Katteri, Uthangarai, Tamil Nadu	Teacher of the College
7.	Mr. K. Kannan, M.Com., M.Phil., SET., (Ph.D.) Assistant Professor, Department of Commerce, Sri Vidya Mandir Arts & Science College (Autonomous), Katteri, Uthangarai, Tamil Nadu	Teacher of the College

Agenda 2: Approval of Automation of College Works.

The Governing Body resolves to approve the implementation and upgradation of the Fedana Application Software for the Management Information System (MIS) (Automation of College Works) in view of promoting the paperless administrative and examination related works, such as maintaining records of the students, staff members, etc., and also complete the works in an advance manner.

Agenda 3: Introduction of New Courses.

As per the direction of the Government of Tamil Nadu and Periyar University, Salem, Tamil Nadu, the Governing Body resolves to introduce the Add-On Courses on Communicative English and Professional English Courses to the Undergraduate Programs from the forthcoming academic year (2021-2022). In addition, as per the UGC Guidelines for Autonomous Colleges (Page No. 2 and 6), the Governing Body resolves to introduce the following Value-Added Courses and Diploma Courses to the Undergraduate and Postgraduate Programs of our College from the forthcoming academic year (2021-2022) for students' welfare and social empowerment.

Sl. No.	Department	Value Added Course	Diploma Courses
1.	Department of Tamil	Sithamaruthuvam	Kalvettiyal
2.	Department of English	Creative Writing	Techniques to Better English Pronunciation
3.	Department of Management Studies	Effective Interpersonal Relationship Skill	Event Management
4.	Department of Commerce	Stock Market	Diploma in Accounting and Taxation
5.	Department of Physics	Nonlinear Dynamics	Home Appliances and Services
6.	Department of Chemistry	Mediational Chemistry	Lather Chemistry
7.	Department of Mathematics	Application of Matrix	Math Lab
8.	Department of Computer Science & Applications	PC Hardware and Trouble Shooting	Diploma in Computer Application
9.	Department of Botany	Mushroom Cultivation	Herbal Medicine Preparation
10.	Department of Zoology	Aquaculture and its Management	Diploma in Medical Laboratory Technology

In addition to the above courses, the Governing Body has suggested to introduce the job-oriented professional certificate and diploma courses, such as computer courses, cooking classes, bakery, mehndi, sewing, music, dance, judo karate, short hand & typing, and certificate courses in the subject area of Agriculture for the welfare of the students with rural background.

Agenda 4: Introduction of New Program.

As per the UGC Guidelines for Autonomous College (Page No. 2 and 6), the Governing Body resolves to introduce B.A. Economics Program from the forthcoming academic year (2021-2022) in view of its potential job prospect and students' welfare by surrendering one of the additional sections in the B.Sc. Mathematics Programs due to lacking in admission.

Agenda 5: Nomination of New Member to the Examination Cell.

As per the UGC Guidelines for Autonomous Colleges (Page No. 6 and 7), the Governing Body resolves to nominate the following new members for Deputy Controller of Examinations in the place of a resigned member.

Deputy Controller of Examinations : Ms. B. Harikrishnan, MCA, M.Phil., (Ph.D.)

Agenda 6: Approval of Resolutions Made in the first Academic Council Meeting.

The Governing Body resolves to approve the resolutions made during the Academic Council Meeting held on 04th November 2020 through online mode. In addition, the Governing Body suggests to compare the resolutions of the Academic Council Meeting with the UGC Revised Regulations for updation.

Agenda 7: Approval of New Non-Statutory Committees.

As per the UGC Guidelines for Autonomous Colleges (Page No. 9 and 10), the Governing Body resolves to approve the following two Non-Statutory Committees for the welfare of the students.

Skill Development Committee

Sl. No.	Name and Designation of the Member	Role
1.	Dr. T. Balasubramanian Principal	Chairman
2.	Dr. N. Gunasekaran Assistant Professor & Head, PG & Research Department of English	Co-Ordinator
3.	Dr. J. Satish Kumar Assistant Professor, PG & Research Department of Mathematics	Member
4.	Mr. M. Mathi Assistant Professor, PG & Research Department of Commerce	Member
5.	Mr. J. Arumugam Assistant Professor, PG & Research Department of Physics	Member
6.	Mr. A. Velmurugan Assistant Professor, PG & Research Department of English	Member
7.	Mr. K. Muralidharan Assistant Professor, PG & Research Department of Chemistry	Member
8.	Mr. M. Pandiaraj Assistant Professor, PG & Research Department of Computer Science & Applications	Member
9.	Mr. T. Ramesh Assistant Professor, PG & Research Department of Mathematics	Member
10.	Mr. V. Sudhakar Assistant Professor, PG & Research Department of Tamil	Member

Students Welfare Committee

Sl. No.	Name and Designation of the Member	Role
1.	Mr. N. Chandrasekaran Assistant Professor, PG & Research Department of Chemistry	Co-Ordinator
2.	Dr. K.M. Prabu Assistant Professor, PG & Research Department of Physics	Member
3.	Mrs. S. Jayanthi Assistant Professor, PG & Research Department of Tamil	Member
4.	Mr. K. Ashokan Assistant Professor, PG & Research Department of Tamil	Member
5.	Mr. D. Arulprakash Assistant Professor, PG & Research Department of English	Member
6.	Mr. V. Praveen Kumar Junior Assistant	Member
7.	Mrs. C. Usha Junior Assistant	Member

Agenda 8: Honorarium/Remuneration for Examination Related Works.

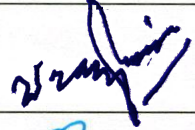


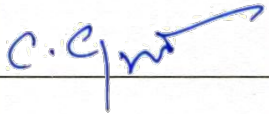

With regards to Honorarium/Remuneration for Examination Related Works, the Governing Body resolves to status quo as that of Periyar University Honorarium/Remuneration.

Sl. No.	Particular	Amount (Rs.)
A. Conduct of Theory Examination		
1.	Chief Superintendent (per session)	300/-
2.	Controller of Examinations (per session)	300/-
3.	Observer (per session)	220/-
4.	Squad Member (per session)	170/-
5.	Hall Superintendent (per session)	170/-
6.	Additional Chief Superintendent (if the No. of Candidates exceeds 250 per session)	220/-

7.	D.A. for External Hall Superintendent	150/-
8.	University Representative (per session)	220/-
9.	Technical/Computer Person	250/-
10.	Clerical Staff for every 100 candidates	100/- per day
11.	Typist for every 100 candidates	100/- per day
12.	Watchman	100/- per day
13.	Attenders - for every 100 candidates	100/- per day
14.	Waterman for every 300 candidates	100/- per day
15.	General arrangements for every 200 candidates of the examinations (one time)	200/-
16.	Sealing, pasting, bundling - per cover	5/-
17.	Sweeper for every 300 candidates - per day	100/-
18.	Scavenger – per college per day	100/-
B. Conduct of Practical Examination		
1.	Chief Superintendent (per session)	300/-
2.	Controller of Examinations (per session)	300/-
3.	Technical / Computer Person	250/-
4.	Mechanic for Physics UG+ PG	35/- per session
5.	Waterman, Sweeper, Scavenger, Watchman	100/- per day
6.	Question Paper setting for UG/PG courses	
	a. Per set (UG)	100/-
	b. Per set (PG)	120/-
7.	Examiner Remuneration (Including preparation, evaluation and record) per candidate	
	UG (3 hours & More than 3 hours)	6/- per hour
	PG (3 hours & More than 3 hours)	12/- per hour
	Skilled Assistant Remuneration	
8.	UG (3 hours & More than 3 hours)	5/- per hour
	PG (3 hours & More than 3 hours)	7/- per hour
9.	Dissertation valuation per candidate / per examiner	
	UG Programs (Including Computer and Corporate)	50/-
	PG Programs	75/-

10.	Viva-voce per candidate / per examination	
	UG Programs	3/-
	PG Programs	5/-
11.	Lab Assistant per session	100/-
12.	Prescribing work UG & PG Practical (Arts & Science)	For one batch only Rs.87/- for more than one batch Rs.58/- (equally divided by number of examiners engaged)
13.	Store Keeper/Museum Keeper, Herbarium Keeper - per session	100/-
14.	Electricity Charges	6/- per Candidate (including gas, chemicals)
15.	Purchase/Collection of specimen per candidate	
	Life Science subjects	25/-
	Programmer	10/-
C. Theory Central Valuation		
1.	UG per script (25 per session)	15/-
2.	PG per script (20 per session)	17/-
3.	Minimum payable (UG & PG)	100/-
4.	Chairman honorarium (Passing Board/Valuation Board etc.)	500/-
5.	Camp Officer Remuneration per day	750/-
6.	Chief Superintendent per day	500/-
7.	Controller of Examinations per day	500/-
8.	Additional Camp Officer Remuneration per day (if strength exceeds 125 examiners)	400/-
9.	Camp Superintendent/Camp Assistant (Honorarium)	360/-
10.	Technical / Computer Person	250/-
11.	Clerical Staff 1000 papers	250/-

12.	Waterman, Scavenger, Sweeper and Watchman each per day	100/-
D. Question Paper Setting		
1.	UG Course	500/-
2.	PG Course	700/-
3.	Scheme of valuation & key (expected answers)	200/-
4.	Translation fee	400/-
5.	Chairman honorarium for QP Setting	
	i. Up to 19 papers	500/-
	ii. 20 papers & above	500/-
6.	Question paper Scrutinizing all courses	100/-
	For one paper	500/-
	Above one paper & up to 10 papers	1000/-
	Above 10 papers	
E. Others/General		
1.	Bus fare - per K.M.	5/k.m.
2.	Dearness Allowance – Local (up to 8 k.m. only)	200/-
3.	Dearness Allowance – Outside (above 8 k.m.)	300/-
4.	Hill allowance	200/-
5.	Assistant to Chief Supdt.	100/- Per Session
6.	Stationary Items Purchase Limit	0.50 paise per answer script
7.	Chief Supdt, Before & After Remuneration	Chief Supt. & COE can claim one day additional remuneration before & after actual dates of theory examination

Sl. No.	Name of the Member	Category	Signature of the Member
1.	Shri. V. Chandrasekaran	Management	
2.	Mr. R.P. Rajee	Management	
3.	Mr. Arun Azhaguthambi	Management	
4.	Dr. C. Gomathi	Management	
5.	Prof. Dr. K. Muthuchelian	Educationist	
6.	Dr. Neelam Mittal	UGC Nominee	
7.	Dr. C. Jothi Venkateswaran	State Government Nominee	
8.	Dr. T. Balasubramanian	Principal of the College	
9.	Dr. S. Suresh	Teacher of the College	