Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 25, 2023 in the Correspondent's Chamber at 3.00 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul Correspondent-Secretary
- 2. Dr. D. Henry Raja Principal in Charge
- 3. Dr. Sidney Shirly Dean of Arts
- 4. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 5. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 1/2023 Syllabi for the Academic Years 2019 to 2023

The Member Secretary Dr. Ragel Mabel Saroja T was informed by the Correspondent - Secretary Er. S. Byju Nizeth Paaul to collect the Minutes of the Board of Studies and the syllabi for the academic years 2019 to 2023 from all the departments.

SDA 2/2023 Minutes of the Board of Studies

It was decided to inform the Heads of the Departments to hand over the hard and soft copies of the Minutes of the Board of Studies of their departments held on June 24, 2023 to the respective deans on or before September 30, 2023.

SDA 3/2023 Syllabi for the Academic Year 2023 to 2024

It was decided to inform the Heads of the Departments to hand over the syllabi for the first semester of the academic year 2023 to 2024 to the respective deans and to have it bound in the office of the Scott Deanery of Academics.

SDA 4/2023 Academic Council - Date Fixation

The Correspondent - Secretary Er. S. Byju Nizeth Paaul told the Principal in Charge Dr. Henry Raja to fix a date to convene the Academic Council.

SDA 5/2023 Board of Studies - Date Fixation

The Correspondent - Secretary Er. S. Byju Nizeth Paaul told the Principal in Charge Dr. Henry Raja to fix a date to convene the Board of Studies.

The meeting came to a close at 4.00 pm.

Correspondent-Secretary

Dean of Sciences

Dean of Arts

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on September 25, 2023:

SDA 1/2023 Syllabi for the Academic Years 2019 to 2023

The Heads of the Departments were intimated through email to hand over the syllabi for the academic years 2019 to 2023 to the Member Secretary Dr. Ragel Mabel Saroja T.

SDA 2/2023 Minutes of the Board of Studies

The Heads of the Departments were intimated through email to hand over hard and soft copies of the Minutes of the Board of Studies of their departments to the respective deans on or before September 30, 2023.

SDA 3/2023 Syllabi for the Academic Year 2023 to 2024

The Heads of the Departments were intimated through email to hand over the syllabi for the first semester of the academic year 2023 to 2024 to the respective deans.

SDA 4/2023 Academic Council - Date Fixation

The conduct of the seventeenth Academic Council is on October 21, 2023 at 10 am.

SDA 5/2023 Board of Studies - Date Fixation

The Board of Studies meeting is scheduled for December 9, 2023

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 26, 2023 in the Correspondent's Chamber at 2.30 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul Correspondent-Secretary
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 6/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 25, 2023 were read and approved.

SDA 7/2023 Newly Appointed Member Secretary

The Correspondent – Secretary Er. S. Byju Nizeth Paaul informed the resignation of the then Member Secretary Dr. Ragel Mabel Saroja T. He also informed to coordinate with the newly appointed Member Secretary Dr. G. Allen Gnanaraj.

SDA 8/2023 Meeting with the HoDs

It was decided to conduct a meeting with the Heads of the Departments on Friday September 29, 2023 in the Conference Hall at 10: 00 a.m. and give a power point presentation of the curriculum structure with the following components

Templates

BoS Minutes

Syllabi & Mapping

SDA 9/2023 e-mail Ids and Whatsapp Group

For documentation purpose, it was decided to create e-mail ids and a Whatsapp group for the academic deans and an e-mail id for the Member Secretary.

SDA 10/2023 Requirements

It was decided to put forth the following requirements to the Correspondent – Secretary Er Byju Nizeth Paaul:

Computer

Printer

Hard Disk

Camera

Register

Technical Staff (with Computer Knowledge)

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on September 26, 2023:

SDA 7/2023 Newly Appointed Member Secretary

The minutes of the BoS of various departments were handed over to the Member Secretary Dr. G. Allen Gnana Raj.

SDA 8/2023 Meeting with the HoDs

A notice regarding the meeting with the Heads of the Departments to be held on Friday September 29, 2023 in the Conference Hall at 10: 00 a.m. was sent by the Principal.

SDA 9/2023 e-mail Ids and Whattsapp Group

For documentation purpose, Dr. Dr. B. Shamina Ross – Dean of Information Technology & Technical Education created e-mail ids for formal correspondence to and from the Member Secretary and the academic deans:

sccacademiccouncilgmail.com

sccdeanarts@gmail.com

sccdeansci@gmail.com

sccdeanit@gmail.com

A Whattsapp group was formed under the name SCC DEANS SAIT

SDA 10/2023 Requirements

The Correspondent – Secretary Er Byju Nizeth Paaul agreed to provide a separate official room with a computer and a printer. He also provided Mr. Helvin a technical staff with computer knowledge to support the deanery of academics.

Dean of Ans

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 29, 2023 in the Conference Hall at 10 am. The meeting was presided over by the Principal – in - Charge Dr. D. Henry Raja

Members Present:

1. Dr. D. Henry Raja	Chairperson & Principal i/c
2. Dr. C. James	Dean, IQAC
3. Dr. Sidney Shirly	Dean of Arts
4. Dr. S/Lt. V. Robin Perinba Smith	Dean of Sciences
5. Dr. Dr. B. Shamina Ross	Dean of IT & Technical Education .
6. Dr. Y.S. Irine Sheela	Head, Department of Mathematics
7. Dr. Albert Ebenezer Dulip Daniels	Head, Department of Botany
8. Dr. J.G. Duresh	Head, Department of English
9. Dr. R. Ragel Mabel Saroja	Head, Department of Chemistry
10. Mr. A. Charles Hepzy Roy	Head i/c, Department of Physics
11. Dr. D. Deva Sambath	Head, Department of Tamil
12. Dr. A. Anandhy	Head, Department of Economics
13. Dr. S. Memukhan Gnanamoni	Head, Department of Commerce
14. Dr. N. Amutha Kumari	Head, Department of History
15. Mrs. Josy Vincent	Head i/c, Department of Hindi
16. Dr. S.K. Jisha	Head, Department of Malayalam

17. Dr. Herald M. Dhas

Head, Department of MBA

18. Dr. K. Jenitha

Head, Department of Microbiology

19. Dr. L. Jaya Singh Dhas

Head, Department of Computer Science

20. Dr. S. Gnana Sophia

Head, Department of Computer Applications

21. Dr. G. Jones Green

Head, Department of BBA

22. Dr. C. Samson

Head, Department of Physical Education

23. Mrs. T. Shiny Paul

Head i/c, Department of Visual Communication

Resolutions of the Meeting:

SDA 11/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 26, 2023 were read and approved.

SDA 12/2023 Common Curriculum Structure

The Principal spoke on the need to have a common curriculum structure and it was resolved to follow a common structure. Dr. James, Dean IQAC urged the Deans to follow the structure put forth in the National Credit Framework (NCrF), The National Higher Education Qualifications Framework (NHEQF) and Curriculum and Credit Framework for Undergraduate Programmes (CCFUP).

SDA 13/2023 Protocol for the Conduct of Meetings

The Principal spoke on the protocol to be followed for conducting programmes in the departments – the proposal for the conduct of the meeting to be recorded in the Minutes of the Department, intimation to the concerned Dean, invitation to be designed and two copies to be handed over to the office of Scott Deanery of Academics a day before the conduct of the programme (One copy for the Dean's Office and one copy for Website updation) and the final approval to conduct the meeting by the respective Dean and the website convenor.

SDA 14/2023 Curriculum Structure with Templates

Dr. B. Shamina Ross made a power point presentation of the curriculum structure with templates to be followed for the first semester of the academic year 2023-24. She also focused on the mapping of the various components and format of the BoS minutes.

A soft copy of the mapping templates to be followed is to be sent to the email ids of the Heads of the Departments and the same to be filled in and completed and sent across by email to the respective deans.

Dean of Aris

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on September 29, 2023:

SDA 12/2023 Common Curriculum Structure

It was resolved to follow the common structure put forth in the National Credit Framework (NCrF), The National Higher Education Qualifications Framework (NHEQF) and Curriculum and Credit Framework for Undergraduate Programmes (CCFUP).

SDA 13/2023 Protocol for the Conduct of Meetings

It was resolved to follow a common protocol for conducting programmes in the departments as instructed by the Principal.

SDA 14/2023 Curriculum Structure with Templates

A soft copy of the templates to be followed was sent to the email ids of the Heads of the Departments.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on October 10, 2023 in the Conference Hall at 1: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 15/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 29, 2023 were read and approved.

SDA 16/2023 Procedures to be Followed for Conduct of Meetings

The department should submit a request to the concerned dean for the conduct of an event/program

Filled in Program format duly signed by the Head and the concerned Dean along with copy of the department minutes related to the program with two copies of the invitation to be handed over in the Deans' office

Program to be entered in the entry register and countersigned by the Principal

Report of the program to be handed over along with three Geotagged photos and feedback, within three days of the conduct of the program.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Action Taken Report

The actions taken based on the resolutions of the meeting held on October 10, 2023:

SDA 16/2023 Procedures to be Followed for Conduct of Meetings

A program format was designed and sent by email to all the Heads of the Departments.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on October 26, 2023 in the MCA Lab at 1: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 17/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on October 10, 2023 were read and approved.

SDA 18/2023 Template for BoS Minutes

It was resolved to prepare a common template for the BoS Minutes in word form, on par with the template already generated and issued by the IQAC in pdf form.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on October 26, 2023:

SDA 18/2023 Template for BoS Minutes

A common template for the BoS Minutes in word form, on par with the template already generated and issued by the IQAC was designed and sent by email to all the Heads of the Departments.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 7, 2023 in the MCA Lab at 10: 15 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 19/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on October 26, 2023 were read and approved.

SDA 20/2023 Format for BoS Minutes

It was resolved to prepare a common template for the BoS Minutes in word form, on par with the template already generated and issued by the IQAC in pdf form.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on October 26, 2023:

SDA 20/2023 Template for BoS Minutes

A common template for the BoS Minutes in word form, on par with the template already generated and issued by the IQAC was designed and sent by email to all the Heads of the Departments.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 8, 2023 in the IQAC Room at 10: 15 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. James Dean IQAC

Resolutions of the Meeting:

SDA 21/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 7, 2023 were read and approved.

SDA 22/2023 Curriculum Framework for UG / PG / M.Phil. 2023 Onwards

It was decided to send the designed soft copy of the common curriculum framework for UG / PG / M.Phil. programmes from 2023 onwards to all the Heads.

SDA 23/2023 Date for BoS

It was decided to conduct the Board of Studies on November 20, 2023.

SDA 24/2023 Date for Academic Council

It was decided to conduct the Academic Council on November 29, 2023.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Dean-IQAC

Action Taken Report

The actions taken based on the resolutions of the meeting held on November 8, 2023:

SDA 22/2023 Curriculum Framework for UG / PG / M.Phil 2023 Onwards

The format for the common curriculum framework for UG / PG / M.Phil programmes from 2023 onwards was sent by email on November 9, 2023 to all the Heads of the Departments.

SDA 23/2023 Date for BoS

The date for the conduct of the Board of Studies - November 20, 2023 was intimated to all the Heads of the Departments by email on November 9, 2023.

SDA 24/2023 Date for Academic Council

The date for the conduct of the Academic Council - November 29, 2023 was intimated to all the Heads of the Departments by email on November 9, 2023.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

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IQAC

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 24, 2023 in the MCA at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 25/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 8, 2023 were read and approved.

SDA 26/2023 Curriculum Table for UG / PG / M.Phil 2023 Onwards

It was decided to inform the Heads of the Departments to fill the curriculum table according to the curriculum framework handed over and to map the CLOs, PLOs and GAs accordingly

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on November 24, 2023:

SDA 26/2023 Curriculum Framework for UG / PG / M.Phil 2023 Onwards

The Heads of the Departments were informed to fill the curriculum table and map the CLOs, PLOs and GAs accordingly, by email on November 24, 2023.

Dean of Alts

Dean of Sciences

Dean of IT & Technical Education

Scott Christian College (Autonomous), Nagercoil Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on December 5, 2023 in the MCA Lab at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 27/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 24, 2023 were read and approved.

SDA 28/2023 Mapping of CLOs, PLOs and GAs

It was decided to send a model mapping of CLO, PLO and GAs to the Heads of the Departments for perusal to assist in filling their respective curriculum tables and to map the CLOs, PLOs and GAs accordingly.

SDA 29/2023 Mapped Format of CLOs, PLOs and GAs

The Heads of the Departments were informed to send the soft copy of the completed format on or before December 8, 2023.

Dean of Alts

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on December 5, 2023:

SDA 28/2023 Mapping of CLOs, PLOs and GAs

A model mapping of CLOs, PLOs and GAs was sent by email to the Heads of the Departments on December 5, 2023.

SDA 29/2023 Mapped Format of CLOs, PLOs and GAs

The Heads of the Departments were informed to send the soft copy of the completed format on or before December 8, 2023, by email on December 5, 2023.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on December 8, 2023 in the MCA Lab at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 30/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on December 5, 2023 were read and approved.

SDA 31/2023 Interdisciplinary Courses

Students of the aided and self-financed streams were asked to choose an interdisciplinary course from the interdisciplinary courses offered by the aided and self-financed streams respectively.

r Arts

Dean of Sciences

Dean of IT & Technical Education

Action Taken Report

The actions taken based on the resolutions of the meeting held on December 8, 2023:

SDA 31/2023 Interdisciplinary Courses

Students selected an interdisciplinary course of their choice.

Dean of Sciences

Principal

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on December 21, 2023 in the MCA Library at 1: 00 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 32/2023 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on December 8, 2023 were read and approved.

SDA 33/2023 Value Added Courses

After discussion, it was resolved to introduce Value Added Courses as per the guidelines of NEP 2020 as part of the curriculum design to provide necessary skills to increase the employability quotient and to equip students with essential skills.

SDA 34/2023 Value Added Courses - Core Committee

It was resolved to form a core committee with four members from different departments to decide upon the Value Added Courses

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Action Taken Report

The actions taken based on the resolutions of the meeting held on December 21, 2023:

SDA 33/2023 Value Added Courses

It was resolved to have four Value Added Courses from Semester III to Semester VI

SDA 34/2023 Value Added Courses - Core Committee

A core committee consisting of the Deans of Arts, Science, IT & Technical Education with Dr. C. Samson, Mrs. P. Ezhil Roja, Dr. G. Anish S. Georshia and Dr. Jebitta M. Shirlin was formed to decide upon the Value Added Courses.

Dean of Art

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on January 8, 2024 in the MCA Library at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. Samson
- 5. Mrs. P. Ezhil Roja
- 6. Dr. G. Anish S. Georshia
- 7. Dr. Jebitta M. Shirlin

Resolutions of the Meeting:

SDA 35/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on December 21, 2023 were read and approved.

SDA 36/2024 Value Added Courses

After discussion, the titles of the four Value Added Courses were decided upon.

SDA 37/2024 Allotment of Value Added Courses

It was resolved to allot a VAC to each subject expert and to prepare the syllabus and the collect study materials for the same



Dean of Sciences

Dean of IT & Technical Education

Dr. C. Samson

Mrs. P. Ezhil Roja

Dr. G. Anish S. Georshia

Dr. Jebitta M. Shirlin

Action Taken Report

The actions taken based on the resolutions of the meeting held on January 08, 2024:

SDA 36/2024 Value Added Courses

It was resolved to introduce four Value Added Courses in the following order:

Semester III – VAC I - Yogasanas

Semester IV- VAC II – Digital Literacy

Semester V – VAC III – Understanding India

Semester VI - VAC IV - Environmental Studies

SDA 37/2024 Allotment of Value Added Courses

The Value Added Courses were allotted to the subject experts as follows:

Dr. C. Samson - Yogasanas

Dr. B. Shamina Ross - Digital Literacy

Dr. G. Anish S. Georshia - Understanding India

Dr. Jebitta M. Shirlin - Environmental Studies

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on January 24, 2024 in the MCA at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 38/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on January 8, 2024 were read and approved.

SDA 39/2024 Syllabus Corrections and Changes – Academic Council

All the Heads were informed to carry out the corrections and changes that were discussed in the Academic Council

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Action Taken Report

SDA 39/2024 Syllabus Corrections and Changes – Academic Council

The Heads were informed by email on January 24, 2024, to carry out the changes and hand over the corrected copies to the concerned Deans and the Member Secretary on or before February 8, 2024.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Scott Christian College (Autonomous), Nagercoil Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on February 12, 2024 in the MCA at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 40/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on January 24, 2024 were read and approved.

SDA 41/2024 GA Mapping

All the Heads were informed to complete the mapping till the GA # and hand over the mapped syllabus to the respective deans

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Scott Christian College (Autonomous), Nagercoil Action Taken Report

SDA 41/2024 GA Mapping

All the Heads were informed by email on February 12, 2024 to complete the mapping till the GA # and send it to the respective Deans.

Dean of Arts

Dean of IT & Technical Education

Principal

Dean of Sciences

Scott Christian College (Autonomous), Nagercoil Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on February 27, 2024 in the MCA at 10: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 42/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on February 12, 2024 were read and approved.

SDA 43/2024 Titles of the VACs

It was decided to review the titles of the four VACs and to make the titles more comprehensive.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Action Taken Report

SDA 43/2024 Titles of the VACs

The core committee members of the VACs were informed to review the titles of the four VACs and meet on March 7. 2024 for review and discussion.

Dean of Ans

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on March 7, 2024 in the MCA Library at 3: 00 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. Samson
- 5. Mrs. P. Ezhil Roja
- 6. Dr. G. Anish S. Georshia
- 7. Dr. Jebitta M. Shirlin

Resolutions of the Meeting:

SDA 44/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on February 27, 2024 were read and approved.

SDA 45/2024 Review of Titles of the VACs

The various titles of the four VACs were taken up for discussion and the tentative titles were decided upon.





Dean of IT & Technical Education

Dr. C. Samson

Mrs. P. Ezhil Roja

Dr. G. Anish S. Georshia

Dr. Jebitta M. Shirlin

Action Taken Report

SDA 45/2024 Review of Titles of the VACs

The following titles were decided upon for the four VACs:

Semester III - VAC I - Health and Fitness through Yogasanas

Semester IV-VAC II – Digital Empowerment through Artificial Intelligence,

Multimedia and Cyber Security

Semester $V-VAC\ III-Indian\ Knowledge\ System\ and\ Human\ Rights$

Semester VI - VAC IV - Environment and Sustainable Development

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on March 21, 2024 in the MCA Library at 3: 00 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. Sidney Shirly Dean of Arts
- 5. Dr. C. Samson
- 6. Mrs. P. Ezhil Roja
- 7. Dr. G. Anish S. Georshia
- 8. Dr. Jebitta M. Shirlin

Resolutions of the Meeting:

SDA 46/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on March 7, 2024 were read and approved.

SDA 47/2024 Module Preparation for the VACs

The core committee members were asked to prepare the modules for the four VACs and hand it over before April 10, 2024.





Dean of IT & Technical Education

Dr. C. Samson

Mrs. P. Ezhil Roja

Dr. G. Anish S. Georshia

Dr. Jebitta M. Shirlin

Action Taken Report

SDA 47/2024 Module Preparation for the VACs

The core committee members agreed to prepare five modules each for the four VACs.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on April 4, 2024 in the MCA Lab at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 48/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on March 21, 2024 were read and approved.

SDA 49/2024 Mapping of CLOs, PLOs and GA#

The technical staff Mr. Helvin was asked to hand over the list of the departments that had handed over the mapping of CLOs, PLOs and GA#.

of Arts

Dean of IT & Technical Education

Dean of Sciences

Action Taken Report

SDA 49/2024 Mapping of CLOs, PLOs and GA#

As few departments had sent the mapping, the other departments were sent a reminder by email to complete the mapping and send the complete syllabus to the respective Deans.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on April 17, 2024 in the MCA Library at 3: 00 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. Samson
- 5. Mrs. P. Ezhil Roja
- 6. Dr. G. Anish S. Georshia
- 7. Dr. Jebitta M. Shirlin

Resolutions of the Meeting:

SDA 50/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on April 4, 2024 were read and approved.

SDA 51/2024 Modules of the VACs

The modules for the four VACs were taken up for discussion and certain changes and suggestions were put forth.





Dean of IT & Technical Education

Dr. C. Samson

Mrs. P. Ezhil Roja

Dr. G. Anish S. Georshia

Dr. Jebitta M. Shirlin

Action Taken Report

SDA 51/2024 Modules of the VACs

The core committee members agreed to bring about the suggested changes in the modules for the four VACs and mail it to the Deanery of Academics.

Dean of Arts

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on May 3, 2024 in the MCA Lab at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 52/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on April 17, 2024 were read and approved.

SDA 53/2024 General Board of Studies

It was decided to conduct a General Board of Studies to approve the syllabi of the four VACs.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

SDA 53/2024 General Board of Studies

Dr. P Velladurai Associate Professor of Zoology from The American College (Autonomous), Madurai was contacted over phone and it was decided to conduct a General Board of Studies through online mode and get the syllabi of the four VACs approved.

It was also decided to discuss the conduct of the General Board of Studies with the Dean of IQAC Dr. C. James and decide upon a convenient date for the online meeting.

Dean of Art

Dean of Sciences

Dean of IT & Technical Education

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on May 27, 2024 in the IQAC Room at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. James Dean IQAC

Resolutions of the Meeting:

SDA 54/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on May 3, 2024 were read and approved.

SDA 55/2024 General Board of Studies

Dr C. James proposed the conduct of the General Board of Studies to approve the syllabi of the four VACs through online mode. He told the deans to decide upon the members and the convenient date for the conduct of the General Board of Studies.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Dean's IQAC

SDA 55/2024 General Board of Studies

It was decided to conduct the General Board of Studies to approve the syllabi of the four VACs through offline mode.

The members of the General Board of Studies are:

- 1. Dr. D. Henry Raja Principal cum Chairman of the Bos
- 2. Dr. G. Allen Gnana Raj Member Secretary
- 3. Dr. C. James Dean IQAC
- 4. Dr. Sidney Shirly Dean of Arts
- 5. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 6. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 7. Dr. C. Samson HoD of Physical Education
- 8. Dr. P Velladurai Associate Professor of Zoology, The American College (Autonomous), Madurai
- Dr. G. Suganthi Associate Professor of Computer Science, Women's Christian College, Nagercoil
- 10. Dr. Rani Mila Associate Professor of History and Head, Women's Christian College, Nagercoil
- Dr. N. Bright Selvakumar Principal, Christian College of Physical Education,
 Nagercoil
- 12. Er. T. Edwin Raj CEO & Software Consultant of Ethash Software Solutions

It was also decided to conduct the General Board of Studies on June 7, 2024.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Scott Christian College (Autonomous), Nagercoil Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics with the core committee members of the VACs was held on May 28, 2024 in the IQAC Room at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education
- 4. Dr. C. James Dean IQAC

Resolutions of the Meeting:

SDA 56/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on May 27, 2024 were read and approved.

SDA 57/2024 General Board of Studies

Dr C. James approved of the proposal to the conduct of the General Board of Studies to approve the syllabi of the four VACs through offline mode. He also approved of the members of the General Board of Studies and the conduct of the General Board of Studies on June 7, 2024. He also suggested sending the syllabi of the four VACs to the members of the General Board of Studies at the earliest.

Dean of Ar

Dean of Sciences

Dean of IT & Technical Education

SDA 57/2024 General Board of Studies

The members of the General Board of Studies were conducted over phone to find out their convenience regarding June 7, 2024.

Dean of Arts

Dean of IT & Technical Education

Dean of Sciences

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on June 8, 2024 in the MCA Library at 11: 00 am.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology and Technical Education

Resolutions of the Meeting:

SDA 58/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on May 28, 2024 were read and approved.

SDA 59/2024 General Board of Studies

The General Board of Studies was conducted on June 7, 2024 and the suggestions were reviewed.

Dr. Sidney Shirly
Dean of Arts

Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Rose
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science
Scott Christian College (Autonomous)

Nagerocil-629 003

PRINCIPAL SCOTT CHRISTIAN COLLEGE (Autonomous)

NAGERCOIL- 629 003

SDA 59/2024 **General Board of Studies**

The suggestions brought out in the General Board of Studies were carried out and the four VACs were finalised.

Dr. Sidney Shirly Dean of Arts Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

mith Dean of Science

Dr. V. Robin Perinba Smith Dean of Science Scott Christian College (Autonomous) Nagercoil-629 003

Principal PRINCIPAL SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on June 27, 2024 in the MCA Library at 3: 00 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 60/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on June 7, 2024 were read and approved.

SDA 61/2024 Curriculum and Syllabus

It was decided to verify the curriculum and syllabus from the various departments and to countercheck the mapping before handing it over to the IQAC.

Dean of Arts

Dr. Sidney Shirly

Deen of Arts

Scott Christian College (Autonomous)

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Dean of IT & Technical Education

Dr. B. Shamine Poss

Dean of 1.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003 Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonamous)

Nagereck - 629 003

Principal

SCOTT CHRISTIAN COLLEGE

NAGERCOIL- 629 003

Curriculum and Syllabus SDA 61/2024

The curriculum and syllabus from the various departments were verified and the mapping was counterchecked.

Dr. Sidney Shirly

Dean of Arts Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shami

Dean of I.T. & Tecani. Scott Christian College (Autonomous)

Nagercoil-629 003

See to the second

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonomous) Nagarcoil-629 003

Principal

PRINCIPAL

SCOTT CHRISTIAN COLLEGE

(Autonomous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on July 5, 2024 in the MCA Lab at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

Minutes of the Previous Meeting SDA 62/2024

The Minutes and the Action Taken Report of the meeting held on June 27, 2024 were read and approved.

SDA 63/2024 Minutes of the Board of Studies

It was decided to collect the Minutes of the Board of Studies from the various departments for June and December 2023 and upload it in the college website.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous)

Nagercoil-629 003c

Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

29 003

Dr. V. Robin Perinba Smith

Dean of Science Scott Christian Callage (Autonomous)

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL-629 003

SDA 63/2024 Minutes of the Board of Studies

The Minutes of the Board of Studies from the various departments for June and December 2023 were collected.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shaming Press

Dean of I.T. & Technical Autonomous)

Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith
Dean of Science

Scott Christian College (Autonomous)
Nagercoil - 629 003

SCOTT CHRISTIAN COLLEGE (Autonomous)

NAGERCOIL-629 003

Scott Christian College (Autonomous), Nagercoil Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on July 24, 2024 in the MCA Library at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

Minutes of the Previous Meeting SDA 64/2024

The Minutes and the Action Taken Report of the meeting held on July 5, 2024 were read and approved.

Review of Syllabus and Curriculum SDA 65/2024

It was decided to review the syllabus and curriculum from all the departments and then send it to the Heads, the IQAC, the CoE office and also upload it in the college website.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous)

Nagercoil-629 003

Technical Education of [1 & Technical | Dr. B. Shamina Ross

Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

Dean of Science

Dr. V. Robin Corinba Smith

Dean of Science Scott Christian College (Autonomous)

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL- 629 003

Review of Syllabus and Curriculum SDA 67/2024

The syllabus and curriculum from all the departments were reviewed and sent to the Heads, the IQAC, the CoE office and the Convener of the college website committee on August 2, 2024.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous) Nagercoil-629 003

Dean of IT & Technical Education

D Dr. B. Shamina Ross Deancas of to Teur

Scott Christian Contege (Approximous) (43) Nagercoil-629 003

-- Hickion

Dean of Science

Dr. V. Robin Perinba Smith Dean of Science

Scott Christian College (Autonomous) Nagercoil-629 003

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL-629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on August 8, 2024 in the MCA Library at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Science
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 65/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on July 24, 2024 were read and approved.

SDA 66/2024 Email from Dean-IQAC

Dr. C. James the IQAC Coordinator through email dated August 7, 2024 suggested the common Curriculum and Syllabus to be distributed to all the students so that it can be taken up as a best practice of the college

Following the email from the Dean-IQAC requesting a bound copy of the curriculum and syllabus to be issued to every student in the campus, it was decided to meet the 'Principal and discuss the matter with him.

Dean of Arts Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of T & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technica Education

Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of Science
Dr. V. Robin Perinba Smith

Scott Christian Calles (Autonomous)

Principal .

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL- 629 993

SDA 66/2024 **Email from Dean-IQAC**

The Principal was met on August 9 2024 in his chamber and the proposal of the Dean-IQAC was discussed. The Principal asked for tentative budgets from different presses and for a comparative statement from the presses to be handed over.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous) Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith Dean of Science

Scott Christian College (Autonomous) Nagercoil-629 003

Principal PRINCIPAL SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL-629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on August 12, 2024 in the MCA Library at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Science
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 67/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on August 8, 2024 were read and approved.

SDA 68/2024 Quotation from Presses

It was decided to get quotations for the bound copies of the syllabus and curriculum from different printing presses and then prepare a comparative statement.

Dean of Arts
Dr. Sidney Shiny
Dean of Arts

Scott Christian College (Autonomous)

Dean of IT & Technical Education

Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Sciences
Dr. V. Robin Perinba Smith
Dean of Science

Scott Christian of Science

Principal
PRINCIPAL
SCOTT CHRISTIAN COLLEGE
(Autonomous)
NAGERCOIL- 629 003

SDA 68/2024 Quotation from Presses

Quotations were received from the following printing presses:

Print Land, Nagercoil

Nanjil Offset Printers, Nagercoil

Thangam's Digital Press, Nagercoil

Dean of Arts

Dr. Sidney Shirly

Dean of Arts

Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonomous) Nagercoil-629 003

PRINCIPAL SCOTT CHRISTIAN COLLEGE

(Autonomous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on August 20, 2024 in the MCA Library at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 69/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on August 12, 2024 were read and approved.

SDA 70/2024 Quotation from Presses

The Principal received quotations for the bound copies of the syllabus and curriculum from different printing presses

Dean of Arts
Dr. Sinney Surly
Dean of Arts

Direction Lines

Scott Christian College (Autonomous) Nagercoil - 629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith
Dean of Science

Scott Christian College (Autonomous)

Nagercoil-629 003

Principal PRINCIPAL

SCOTT CHRISTIAN COLLEGE
(Autonomous)

NAGERCOIL-629 003

SDA 70/2024 Quotation from Presses

The Principal got a comparative statement prepared. The order was placed with Thangam's Digital Press, Nagercoil as it had the lowest quotation.

Dean of Arts
Dr. Sidney Shilly
Dean of Arts
Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technica! Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith Dean of Science

Scott Christian College (Autonomous)
Nagercoil-629 003

Principal
PRINCIPAL
SCOTT CHRISTIAN COLLEGE
(Autonomous)
NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 3, 2024 in the MCA Library at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 71/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on August 20, 2024 were read and approved.

Preparation of Study Materials for Value Added Courses (VAC) SDA 72/2024

It was decided to get the study materials by the following staff for the Value Added Courses prepared:

Semester III - VAC I - Health and Fitness through Yogasanas - Dr. C. Samson

Semester IV- VAC II – Digital Empowerment through Artificial Intelligence, Multimedia and Cyber Security - Dr. B. Shamina Ross

Semester V – VAC III – Indian Knowledge System and Human Rights – Dr. Anish G. Georshia

Semester VI - VAC IV - Environmental Science Dr. Jebitta M. Shirlin

Uploading of Library Books SDA 73/2024

It was decided to upload the list of books in the College Library and in each department in the software.

Dr. Sidney Shirly

Nagercoit-629 003

Dean of Arts Scott Christian College (Autonomous)

Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

Dean of Sciences

Dr. V. Robin Perinba Smith Dean of Science

Scott Christfan College (Autonomous)

Nagercoil-629 003

SCOTT CHRISTIAN COLLEGE (Autonomous)

NAGERCOIL-629 003

SDA 72/2024 Preparation of Study Materials for Value Added Courses (VAC)

The following staff were informed to get the study materials for the Value Added Courses prepared:

Semester III - VAC I - Health and Fitness through Yogasanas - Dr. C. Samson

Semester IV- VAC II – Digital Empowerment through Artificial Intelligence, Multimedia and Cyber Security – Dr. B. Shamina Ross

Semester V – VAC III – Indian Knowledge System and Human Rights – Dr. Anish G. Georshia

Semester VI - VAC IV - Environmental Science - Dr. Jebitta M. Shirlin

SDA 73/2024 Uploading of Library Books

The format to upload the list of books in the College Library and in each department in the software was sent to all the Heads.

Dr. Sidney Shirly
Dean of Arts
Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Sciences

Dr. V. Robin Perinba Smith
Dean of Science
Seott Christian College (Autonomous)
Nagerboil-629 003

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 12, 2024 in the MCA Tutorial at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 74/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 3, 2024 were read and approved.

SDA 75/2024 Common Framework for Curriculum and Syllabus

It was decided to verify all the Curriculum and Syllabus and ensure that the common framework which was accepted in the Academic Council be followed by all departments. Any violation in the framework should be incorporated on par with the common framework by the Academic Deans.

Dean of Arts
Dr. Sidney Shirly
Dean of Arts

Scott Christian College (Autonomous) Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education

Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of Science

D., V. Robin Perinba Stanb

Dean of Science Scott Christian College (Autonemous) Nagercoil-629 003

Principal PRINCIPAL SCOTT CHRISTIAN COLLEGE (Autonomous)

NAGERCOIL- 629 003

SDA 75/2024 Common Framework for Curriculum and Syllabus

The Curriculum and Syllabus of all the departments were verified. The discrepancies in the BCA department Curriculum and Syllabus were sorted out by the Academic Deans.

Dean of Arts

Scott Christian College (Autonomous) Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

Dean of Sciences

Dean of Science

Scott Christian College (Autonomous) Nagercoil-629 003

SCOTT CHRISTIAN COLLEGE (euomonous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on September 26, 2024 in the MCA Tutorial at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Science
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 76/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 12, 2024 were read and approved.

SDA 77/2024 Upload of Curriculum and Syllabus

As per the instruction of the Correspondent-Secretary, the three academic deans were given the responsibility to upload the syllabus in the new software

SDA 78/2024 Training to Mark Online Student Attendance

The following tasks to mark online student attendance are to be taken up:

Heads should upload the timetable in the college software and give access to the staff to upload the syllabus of the respective courses handled in the software.

Training to mark online student attendance is to be given to the ICTC members by the IT Wing.

Subsequent training to mark online student attendance will be given to all the Heads and liaison members from each department by the IT Wing, the ICTC members, with the support of the technical team

Dr. Sidney Shirly
Dean of Arts

Scott Christian College (Autonomous) Nagercoil - 629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)

Nagercoil-629 003

Dr. V. Robin Perinba Smith

Scott Christis A Control of Autom

Nas (Autonomous)

Principal
PRINCIPAL
SCOTT CHRISTIAN COLLEGE
(Autonomous)
NAGERCOIL-629 603

SDA 77/2024 Upload of Curriculum and Syllabus

Initiatives were taken by the three academic deans to upload the syllabus in the new software

SDA 78/2024 Training to Mark Online Student Attendance

Training to mark online student attendance will be given to the ICTC members by the IT Wing on November 12, 2024.

Subsequent training to mark online student attendance will be given to all the Heads and liaison members from each department by the IT Wing, the ICTC members, with the support of the technical team on November 20, 2024.

Dr. Sidney Shirly Dean of Arts

Scott Christian College (Autonomous)
Nagercoil - 629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith
Dean of Science

Seott Christian College (Autonomous) Nagarcoil-629 003

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL- 629 003

Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on October 1, 2024 in the Correspondent's Chamber at 3: 15 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. B. Shamina Ross Dean of Information Technology & Technical Education
- 5. Dr. A. Linda Primlyn Controller of Examinations
- Assistant Controller of Examinations 6. Dr. Yardily

Resolutions of the Meeting:

SDA 79/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on September 26, 2024 were read and approved.

SDA 80/2024 Fee Details Submission

Following a meeting with Dr. A. Linda Primlyn the Controller of Examinations and Dr. Yardily the Assistant Controller of Examinations, the Correspondent-Secretary Er. S. Byju Nizeth Paaul instructed Mr. T. Kingslin the Software Programmer to hand over the details of the Semester, Arrear and Fee Dues in the old software to be uploaded in the new software, to enable examination fee collection through the new software.

Dr. Sidney Shirl Dean of Arts

Scott Christian College (Autonomous) Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

SCOTT CHRISTIAN COLLEGE (Autonomous) NAGERCOIL-629 003

Dean of Sciences Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonomous)

Nagercoil 629 003

SDA 80/2024 Fee Details Submission

Mr. T. Kingslin agreed to hand over the details of the Semester, Arrear and Fee Dues in the old software in Excel format, to be uploaded in the new software by October 10. 2024.

DDr. Sidney Shirly

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Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education

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Dean of Sciences

Dean of Sciences

Dr. V. Robin Perinba Smith
Dean of Science
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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on October 4, 2024 in the MCA Tutorial at 3: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Science
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 81/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on October 1, 2024 were read and approved.

SDA 82/2024 Attendance

As there was delay in some staff members entering the student attendance, Mr. Mohan, Mr. Helvin, Mrs. Jessel, Mrs. Jenibha, Mrs. Shoba and Mrs. Jebalin Reeba assisted Mr. Arumai Thangam in uploading the attendance.

The work was completed before the scheduled time.

Dr. Sidney Shirly

Dean of Arts Scott Christian College (Autonomous)

Nagercoil-629 003,

Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education Scott Christian College (Autonomous)

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Dr. V. Robin Perinba Smith

Dean of Science

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SDA 82/2024 Attendance

The uploading of the attendance was completed for the PG students on October 28, 2024 and for the UG students on October 29, 2024.

Dr. Sidney Shirly

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Dr. V. Robin Perinba Smith Dean of Science

Scott Christian College (Autonomous)

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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on October 7, 2024 in the Correspondent's Chamber at 3: 15 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 83/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on October 4, 2024 were read and approved.

SDA 84/2024 Non Completion of Syllabus Uploading

A meeting was convened by the Correspondent-Secretary Er. S. Byju Nizeth Paaul to shortlist the departments that had not completed uploading the syllabus in the software.

Dean of Arts Dr. Sidney Shirly

Dean of Arts

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Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
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Dean of Science

Dr. V. Robin Perinba Smith Dean of Science

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Non Completion of Syllabus Uploading SDA 84/2024

The Correspondent-Secretary Er. S. Byju Nizeth Paaul instructed the Heads of the Departments to upload the syllabus in the software immediately.

Dr. Sidney Shirly Dean of Arts

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Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous) Nagercoil-629 003

Dr. V. Robin Perinba Smith Dean of Science Scott Christian College (Autonomous)

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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 5, 2024 at the Correspondent's Chamber at 2: 15 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 85/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on October 7, 2024 were read and approved.

SDA 86/2024 17 Digit Register Number

A meeting was convened by the Correspondent-Secretary Er. S. Byju Nizeth Paul with the Principal Dr. D. Henry Raja, the Controller of Examinations Dr. A. Linda Primlyn and the Assistant Controller of Examinations Dr. A. Yardily, to discuss the implementation of the 17-digit register number as advocated by Manonmaniam Sunderanar University, Tirunelveli. The Correspondent-Secretary told the Controller of Examinations and the Assistant Controller of Examinations to visit the university and collect information pertinent to the development of the 17 digit register number immediately and intimate the Scott Deanery of Academics before the last date of submission of the list of first year students with register numbers to the Manonmaniam Sunderanar University.

Dean of Arts
Dean of Arts

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Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith
Dean of Science

Scott Christian College (Autonomous)

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Action Taken Report

SDA 86/2024 17 Digit Register Number

The Controller of Examinations Dr. A. Linda Primlyn and Dr. A. Yardily the Assistant Controller of Examinations met the Controller of Examinations of Manonmaniam Sunderanar University, Tirunelveli on November 6, 2024 to discuss the methodology to be followed in the implementation of the 17 digit register number.

Dr. Sidney Shirly
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Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian Conege (Autonomous)

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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 11, 2024 in the Correspondent's Chamber at 2: 15 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 87/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 5, 2024 were read and approved.

SDA 88/2024 17 Digit Register Number

A meeting was convened by the Correspondent-Secretary Er. S. Byju Nizeth Paaul to discuss the implementation of the 17-digit register number in the new college software. It was decided to develop a formula for the 17-digit register number.

Dean of Arts
Dr. Sidney Shirly
Dean of Arts
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Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education

Scott Christian College (Autonomous)

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Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science Scott Christian College (Autonomous)

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SDA 88/2024 17 Digit Register Number

It was decided to follow the following format to implement the 17-digit register number:

Year: 2 Digits- Last Two Digits of the Year of Admission

University: 2 Digits- Provided by the Higher Education Department,

Government of Tamil Nadu

College: 3 Digits- Provided by the Higher Education Department, Government of Tamil Nadu

Programme: 2 Digits- Provided by the Higher Education Department,

Government of Tamil Nadu

Course: 3 Digits- Provided by the Higher Education Department, Government of Tamil Nadu

Medium: 1 Digit (English-1, Tamil-2)

Gender: 1 Digit (Male-1, Female-2. Transgender-3)

Student Number: 3 Digits

Total Number of Digits: 17

Dr. Sidney Shirly

Dean of Arts

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Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education

Scott Christian Coilege (Amonomous)

Nagercon-029 003

Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonomous)

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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 22, 2024 in the Correspondent's Chamber at 12: 15 pm.

Members Present:

- 1. Er. S. Byju Nizeth Paaul
- 2. Dr. Sidney Shirly Dean of Arts
- 3. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 4. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 89/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 11, 2024 were read and approved.

SDA 90/2024 Implementation of 17 Digit Register Number

A meeting was convened by the Correspondent-Secretary Er. S. Byju Nizeth Paaul with the Assistant Controllers of Examinations Dr. Susan Roy and Dr. A. Yardily to discuss the implementation of the 17-digit register number in the new college software. The Correspondent-Secretary instructed Dr. A. Yardily to verify the sample 17 digit register numbers and give his consent to the IT Wing.

Dr. Sidney Shirly

Nagercoil-629 003

Dean of IT & Technical Education

Dr. B. Shamina Ross
Dean of I.T. & Technical Education
Scott Christian College (Autonomous)
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Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christier College (Autonomous)

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Implementation of 17 Digit Register Number SDA 90/2024

Dr. A. Yardily verified the sample 17 digit register numbers generated and were taken to get the consent from the Controller of Examinations.

Dr. Sidney Shirly

Dean of Arts

Scott Christian College (Autonomous)

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Dean of IT & Technical Education

Dr. B. Shamina Ross Dean of I.T. & Technical Education Scott Christian College (Autonomous)

Nagercoil-629 003

Dean of Science

Dr. V. Robin Perinba Smith

Dean of Science

Scott Christian College (Autonomous)

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Minutes of the Scott Deanery of Academics Committee Meeting

A meeting of the Scott Deanery of Academics was held on November 27, 2024 in the MCA Lab at 2: 15 pm.

Members Present:

- 1. Dr. Sidney Shirly Dean of Arts
- 2. Dr. S/Lt. V. Robin Perinba Smith Dean of Sciences
- 3. Dr. B. Shamina Ross Dean of Information Technology & Technical Education

Resolutions of the Meeting:

SDA 91/2024 Minutes of the Previous Meeting

The Minutes and the Action Taken Report of the meeting held on November 22, 2024 were read and approved.

SDA 92/2024 Implementation of 17 Digit Register Number for 2024-2025

The final confirmation regarding the 17 digit register numbers for the first year students was received from the Controller of Examinations' Office on October 27, 2024.

Dr. Sidney Shirly
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Dean of I.T. & Technical Education
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Dean of Science
Dr. V. Robin Perinba Smith
Dean of Science

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SDA 92/2024 Implementation of 17 Digit Register Number for 2024-2025

The Superintendent Mr. S. Arul Kumar informed that the final list of first year students with register number in the old format was submitted to Manonmaniam Sunderarar University on November 15, 2024.

So it was decided to inform the Correspondent- Secretary the difficulty in implementing the 17 digit register number, inspite of the 17 digit register numbers being ready in the new software for the current academic year 2024-2025.

Dr. Sidney Shirly
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Dean of IT & Technical Education

Dr. B. Shamina Ross

Dean of I.T. & Technical Education

Scott Christian College (Autonomous)

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Dean of Science

Dr. V. Robin Perinba Smith
Dean of Science
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