



Guru Nanak College (Autonomous)



(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)
No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu
Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| 2016-17 to 2020-21 ||

	GURU NANAK COLLEGE (AUTONOMOUS) Affiliated to the University of Madras Accredited by NAAC at "A" Grade. ISO Certified (9001 - 2015) Guru Nanak Salai, Velachery, Chennai - 600 042.
CERTIFIED DOCUMENTS	
METRIC NO. : <u>1.1.2</u>	
PAGE NO. <u>1</u> TO <u>295</u>	
 PRINCIPAL	



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Supporting Documents

Minutes of the Meeting

|| First Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



THE FIRST MEETING OF THE ACADEMIC COUNCIL

Date: Tuesday, 05th January, 2016

Time: 11.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042



GURU NANAK COLLEGE (AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

THE FIRST MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall

Date: Tuesday, 5th January, 2016 Time: 11.00 a.m

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
<i>Chairman</i>	
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.
<i>Nominees of the University of Madras (Three Persons)</i>	
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai
<i>Experts from Outside College nominated by Governing Body (Four Persons)</i>	
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, Chennai
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai
<i>Heads of the Departments (Thirty Persons)</i>	
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
11.	Mr. K.G. Sanjeevi Babu Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai
12.	Mr. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai
18.	Mr. T. Subramaniam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai
20.	Mrs. R.M. Ezhilarasi Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai
22.	Dr. K.P. Sanjayan Dean (Academics) Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai
23.	Mrs. C.R. Marcellin Vasantha Assistant Professor & Head i/c, Dept. of Visual Communication Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
24.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science Guru Nanak College Chennai
25.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications Guru Nanak College, Chennai
26.	Mrs. Anitha Malisetty Deputy Dean (Academics), Assistant Professor & Head, Dept. of Business Administration Guru Nanak College, Chennai
27.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General) Guru Nanak College, Chennai
28.	Dr. I. Babu Rathinam Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance) Guru Nanak College, Chennai
30.	Mrs. S. Shoba Assistant Professor & Head i/c, Dept. of Commerce (Honours) Guru Nanak College, Chennai
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management) Guru Nanak College, Chennai
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management) Guru Nanak College, Chennai
33.	Mrs. V. Aswini Assistant Professor & Head i/c, Dept. of Commerce (Information System and Management), Guru Nanak College, Chennai
34.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
35.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai
36.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai
37.	Mr. N. Asogar Assistant Professor & Head, Dept. of French Guru Nanak College, Chennai
38.	Dr. C.N. Eswari Associate Professor & Head, Dept. of English Guru Nanak College, Chennai
<i>Teachers Representing Different Categories (Four Persons)</i>	
39.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai
40.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai
41.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai
42.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai
<i>Faculty Member Nominated by the Principal (Member Secretary)</i>	
43.	Dr. Gunita Arun Chandhok Director Guru Nanak College, Chennai
<i>Special Invitees</i>	
44.	Mr. Manjit Singh Nayar General Secretary Correspondent Guru Nanak College, Chennai
45.	Dr. S. Savithri Deputy Dean (Academics), Assistant Professor Department of English Guru Nanak College, Chennai



GURU NANAK COLLEGE (AUTONOMOUS)

VELACHERY MAIN ROAD, CHENNAI-600 042

THE FIRST MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall

Date: Tuesday, 5th January, 2016

Time: 11.00 a.m

Agenda

- College Prayer
- Welcome Address and Introduction of Academic Council Members - Dr.M.Selvaraj, Principal
- Brief on Board of Studies conducted and on syllabus & credit structure (Both University and Autonomous) Dr.K.P.Sanjayan, Dean (Academics)
- Presentation of Resolutions Passed in the Board of Studies - Heads of various departments
- Approval from Academic Council Members - Dr.Gunita Arun Chandhok, Member Secretary
- Vote of Thanks – Dr. Savithri, Asst. Prof. Dept. of English & Deputy Dean (Academics)

MINUTES OF THE MEETING

I After the invocation, the meeting was called to order by the Chairman.

II The Chairman. presented the introductory remarks.

Honourable members of the Academic Council

I take immense pleasure in welcoming you all for the first meeting of the Academic Council of Guru Nanak College being held today.

Guru Nanak College was started in the year 1971 by a group of enterprising visionaries from the Sikh community. 25 acres of land was carved out of the Raj Bhavan grounds and gifted by the then Government of Tamil Nadu. The college which began as an institution for men with just 450 students has recorded exponential growth and is now a full-fledged co-educational and research institution functioning in two shifts with 20 UG courses, 7 PG courses, 2 M.Phil and 10 Ph.D. programmes with a students' strength that exceeds 5000.

Guru Nanak College believes in imparting quality education to the under privileged sections of society. The College Management spares no effort to encourage needy students to pursue their higher education. Scholarships given by the Central and State governments and NGOs are offered to the students. A free meal scheme called "Langar" has been introduced and about 300 students are provided with lunch every day.

THE PATH TOWARDS AUTONOMY

The College has been granted the Autonomy status in 2015.

I am proud to report to you that the UGC has granted fresh autonomous status to our college for a period of six years w.e.f. 2015-2016 batch. With the grant of Autonomy status to the institution, many developments have been made.

To enrich our academic programmes, the office of the Dean Academics was established. Dr. K.P. Sanjayan was appointed as the Dean-Academics and Dr. S. Savithri and Mrs. Anitha Malisetty were appointed as Deputy Deans (Academics). It is the responsibility of office of the Dean to frame the regulations and guidelines for the curriculum development.

Adhering to the regulations of the University of Madras, the office of the Dean adopted CBCS pattern with grades under the semester system and framed the guidelines to be followed from the academic year 2015 onwards. (Annexure I). The Board of Studies in various disciplines were constituted and meetings were held during month of October, 2015.

The Office of the Controller of Examinations is in place and is fully functional with a team of staff headed by a Controller of Examinations. Dr. N.C.Rajashree was appointed as the Controller of Examinations. She was ably assisted by Ms. Vidya Satya Narayana, the Technical Head and 10 supporting staff.

The College introduced two post graduate courses, namely M.Sc.Mathematics and M.Sc. Zoology. Based on the popular demand for Commerce, the college has introduced 3 new courses in the

Commerce stream. They are B.Com(Banking Management), B.Com.(Marketing Management), and B.Com.(Information System Management). Besides this additional sections have been added to the already existing B.Com. (Accounting & Finance) and BBA.

ACHIEVEMENTS

The College was re-accredited at 'A-Grade' by NAAC in 2013.

The College has applied for the **“College with Potential for Excellence”** status and we are confident of being granted the same.

The College has been steadily climbing up the ladder of success and in a survey conducted by **India Today** for listing India's Best Colleges in 2015; it has been placed in the 35th position in the science stream which is an improvement from its previous 45th position. This year the Commerce stream has made its entry and is placed in the 39th position. Guru Nanak College which was earlier ranked as the 7th best college in Tamil Nadu has now climbed up to the 6th rank. Here, it is significant to note that Guru Nanak College is 1st among the non-autonomous colleges affiliated to the University of Madras.

INFRASTRUCTURE

A state of the art 'GURU HARKRISHAN' Block was inaugurated on April 12, 2015. The 56000 sq. ft building block has 27 architecturally designed class rooms which were constructed at an estimated cost of about 15 crores. The building has 10 smart classrooms and provision for language labs. The rooms are well ventilated with natural lighting. Each classroom has a capacity to accommodate about 70 students. It has infrastructural facilities which are friendly for the disabled. It also houses the Offices of the Principal, the Director and a Board room.

On 12th April 2015, 'GURU HARKRISHAN' Block was inaugurated by the Hon'ble Union **Minister of State for Human Resources Development (Higher Education) Government of India, Prof. Dr. Ram Shankar Katheria** in the presence of the Guru Nanak College Governing Council Members.

A separate wing with 5000 sq.ft. builtup area is exclusively provided for Controller of Examinations Office at a cost of Rs. 30.00 Lakhs.

UNIVERSITY RESULTS

The performance of our students in the University Examinations has been consistently impressive. The number of graduates passing through the portals of the College, records a steady increase. This year we have 18 University rank holders. I congratulate the rank holders and the departments of Economics, Defence and Strategic Studies, Chemistry, Plant Biology and Plant Biotechnology and Advanced Zoology and Biotechnology for this commendable achievement.

PLACEMENT

This Academic year more than 300 students got placed in different companies. Around 17 companies visited the campus for direct recruitment and 4 to 5 companies invited our students for off campus recruitment. Some of the noteworthy companies that visited our campus are Sutherland Global Services, CAPGEMINI, Cognizant, Just Dial, TCS, 2Adpro, Tech Mahindra, ICICI Prudential, HCL, Agility Global Integrated Logistics, Kotak Securities, Domex, Exeter Premedia Services Pvt. Ltd., Serco Global Services, HP Computers, etc. Our students also participated in off campus placement drives for the companies like SPI Global, BNY Mellon, Mphasis, RBS, etc.

SPORTS

Our college cricket grounds and pavilion stands next only to M A Chidambaram stadium because of which we are able to contribute national level cricketers such as Sadagopan Ramesh, L.Balaji...etc. All the leading Indian cricket players such as Sachin Tendulkar, Kapil Dev, Sunil Gavaskar, Anil Kumbli, Harbhajan Singh to mention just a few have played in the Guru Nanak College cricket pitch. The test match between India and Australia- a tie match was replayed in our ground. The Students of our College have won many laurels in the sports arena, particularly in the field of cricket. At the National Level, Aparajith, III B.Com got selected for India A team. At the State Level, the students selected for the Tamil Nadu Ranji Cricket team are: Aparajith-III B.Com., Indrajith-III B.Com., (Vice Captain), Sharukh Khan-III B.Com, B.Rahul-II MA.Eco., and S.Lokeshwar, D.Anchit & S.Aravind. Our college teams actively took part in sports events organized by University of Madras A-Zone. In Inter-collegiate Sports Events, our college Kho kho team won the runner up position in "Buck Tournament" conducted by YMCA college of Physical Education. Throw Ball (Men) team won the First Position in the Independence Day cup conducted by SDAT Chennai. The first edition of the Pavit Singh Memorial T20 cricket Tournament for Men was instituted by our Secretary and Correspondent in the memory of his son. The winners were awarded Rs 20,000 and a trophy and the runners were awarded Rs 10,000 and trophy.

RESEARCH ACTIVITIES

58 members of the teaching faculty are Doctorates, 26 of them are recognized research guides for the University of Madras and 5 for other Universities, 19 students were awarded Ph.D. degrees this academic year. The faculty have presented 82 research papers and published 19 papers in refereed journals. The research projects funded by UGC, CSIR, DST and ICAR total 1.5 crores. The bi-annual Guru Nanak Journal of Multidisciplinary Research is outstanding in quality. Gill Research institute is actively engaged in research.

CONTINUOUS UPDATION OF OUR FACULTY THROUGH FDP PROGRAMMES

Our college has been conducting various conferences, workshops, etc to keep our staff, students and research scholars to meet the complex needs of the present day demands. For instance, a one day faculty development programme on "Case Analysis" was organized by the MBA Department on 19th September 2015. Dr. Jayashree Suresh, Dean, Department of Management Studies, SRM University was the resource person.

LIBRARY AND INFORMATION CENTRE

Our librarian Mr.Senthil Kumar leaves no stone unturned in attracting the students as well as the faculty, in utilizing the facilities to the maximum through innovative means. For instance, a record is maintained to track the frequency of visits to the library by the students and teachers. At the end of every month, the most frequent student/teacher is honoured in the weekly assembly held on every Monday. This encouragement builds a competition among students to visit the library more frequently.

The Department of Library, in association with Noolagam Pesugiradhu (Tamil Magazine), Society for Advancement in Library Science and Kalam Sindhanai Peravai organised a one day seminar in commemoration of the 84th birthday of our beloved people's President Dr.A.P.J.Abdul Kalam as "Youth Renaissance Day". Inter-collegiate competitions in essay, Poetry and drawing were conducted under the topics "Kalam in Kanavu India" and "Ennai Kavarndha Kalam", for the college students from Chennai, Thiruvallur and Kanchipuram districts. About 323 students from 31 colleges participated. Winners were awarded cash prizes and certificates. Dhinamani Cartoonist Mr.Mathi,

Maruthvar.Ku.Sivaraman and the popular speaker in media talk show, Prof. Parveen Sultana was a resource person in the same event.

EXTENSION SERVICES

Teaching, Research and Extension are the three major objectives of Tertiary level of Education. Guru Nanak College has been paying equal attention to all these three aspects in our curriculum. The recent floods in Chennai caused havoc in the day to day lives of the people irrespective of religious or economic background. The flurry of flood due to unprecedented torrential rain during the first week of December has taught us many a valuable lesson to the people divided among themselves..

Our Secretary and Correspondent Sardar Manjeet Singh Nayyar, finds happiness in providing free lunch through a common kitchen that he constructed in the memory of his only son Pavit Singh Nayyar whom he lost in an accident. This kitchen provides free food to about 300 students. He took no time to decide to get into flood relief on 1st December, 2015, the very day the city was flooded. Our college played a Himalayan role in providing food, water, relief materials and immediate necessity and accommodation. Over 2 lakh food packets were prepared in our langar kitchen with over 100 volunteers through the volunteer students, staff and neighbours home guards who pitched in to help. Our home guards were led by Mr.Viswanathan IPS for which our Secretary is the Commandent.

Even till date the flood relief work has been continuing through medical camps in the campus where a doctor and a staff nurse attend to the health needs of the suffering masses by providing free medical services. Our NSS, NCC, Rotaract, Youth Red Cross, Consumer Club are functioning with the sole motive of educating the youth about their social responsibility.

VISIT TO OUR CAMPUS BY DISTINGUISHED PERSONALITIES

The distinguished personalities from various walks of life who visited our college on the occasion of our convocation were the **Hon Minister for Urban Development Mr.Venkaiah Naidu** and **Hon Judge Satish Agnihotri** for shift I and II respectively.

I place my sincere thanks to the members of the management in general and in particular to our General Secretary and Correspondent Sardar Manjit Singh Nayar for all his coordinated support and guidance in all our endeavors. I also thank the members of the Board of Studies, staff and students for their cooperation for the exponential growth and development of the college.

I look forward to your cooperation and valuable contribution to the deliberations in the current meeting and in future.

III Introduction of the members.

The Chairman introduced all the members to the Academic Council

IV Business brought forward by the Principal

Item-1 : Dr.C.Murthi moved that the recommendation of the Board of Studies in Economics Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.A. degree in Economics. (Appendix-1, R & S), be passed.

M.Sivaraj seconded the motion.

Resolved that the recommendation of the Board of Studies in Economics Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.A. degree in Economics. (Appendix-1, R & S), is passed.

Item-2 : Dr.S.V.Raghavan moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.A. degree in Defence and Strategic Studies. (Appendix-2, R & S), be passed.

Ms.Anitha Malisetty Seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.A. degree in Defence and Strategic Studies. (Appendix-2, R & S), is passed.

Item-3 : Dr.K.G.Sanjeevi Babu moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Mathematics. (Appendix-3, R & S) be passed.

Dr.Sanjayan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Mathematics. (Appendix-3, R & S) is passed

Item-4 : Dr.K.Namasivayam moved that the recommendation of the Board of Studies Meeting held on 19.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Physics. (Appendix-4, R & S) be passed

Dr.I Babu Rathinam seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 19.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Physics. (Appendix-4, R & S) is passed

Item-5 : Ms.R.M.Ezhilarasi moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Chemistry. (Appendix-5, R & S) be passed.

Ms.R.Rama seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Chemistry. (Appendix-5, R & S) is passed

Item-6 : Dr.K.Namasivayam moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc.

degree in Plant Biology and Plant Bio Technology. (Appendix-6, R & S) be passed.

Dr.R.Purushothaman seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Plant Biology and Plant Bio Technology. (Appendix-6, R & S) is passed

Item-7 : Dr.K.P.Sanjayan moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology. (Appendix-7, R & S) be passed.

Dr.M.Murthi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology. (Appendix-7, R & S) is passed.

Item-8 : Ms.R.Rajini Surendranath moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Computer Science. (Appendix-8, R & S) be passed.

Mr.R.Ramesh seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Computer Science. (Appendix-8, R & S) is passed.

Item-9 : Ms.C.R.Marcelin Vasantha moved that the recommendation of the Board of Studies Meeting held on 10.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Visual Communication. (Appendix-9, R & S) be passed.

Dr.Swati Paliwal seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 10.10.2015 regarding the Regulations and Syllabus of B.Sc. degree in Visual Communication. (Appendix-9, R & S) is passed.

Item-10 : Ms.Anitha Malisetty moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.B.A. degree. (Appendix-10, R & S) be passed.

Dr.C.N.Eswari seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.B.A. degree. (Appendix-10, R & S) is passed.

Item-11 : Ms.V.Devi moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.C.A. degree. (Appendix-11, R & S) be passed.

Mr.N.Asogar seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.C.A. degree. (Appendix-11, R & S) is passed.

Item-12 : Ms.R.Geetha moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (General) degree. (Appendix-12, R & S) be passed.

Dr.M.V.Arulalan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (General) degree. (Appendix-12, R & S) is passed.

Item-13 : Dr. I Babu Rathinam moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Corporate Secretaryship) degree. (Appendix-13, R & S) be passed.

Mr.K.G.Sanjeevi Babu seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Corporate Secretaryship) degree. (Appendix-13, R & S) is passed

Item-14 : Mrs. Gayathri Harikumar moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Accounting and Finance) degree. (Appendix-14, R & S) be passed.

Mr.Senthil Vairavan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Accounting and Finance) degree. (Appendix-14, R & S) is passed.

Item-15 : Ms.S.Shoba moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Honours) degree. (Appendix-15, R & S) be passed.

Ms.M.Shanthi seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Honours) degree. (Appendix-15, R & S) is passed.

Item-16 : Ms.V.Aswini moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Information Systems Management) degree. (Appendix-16, R & S) be passed.

Dr.S.V.Raghavan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Information Systems Management) degree. (Appendix-16, R & S) is passed.

Item-17 : Ms.R.Rama moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Com (Banking Management) degree. (Appendix-17, R & S) be passed.

Dr.S.V.Raghavan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of B.Com (Banking Management) degree. (Appendix-17, R & S) is passed.

Item-18 : Dr.R.Purushothaman moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Marketing Management) degree. (Appendix-18, R & S) be passed.

Dr.P.V.Kumaraguru seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of B.Com (Marketing Management) degree. (Appendix-18, R & S) is passed.

Item-19 : Dr.M.Murthi moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Tamil. (Appendix-19, R & S) be passed.

Dr.Sanjayan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Tamil. (Appendix-19, R & S) is passed.

Item-20 : Dr.Swati Palliwal moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Hindi. (Appendix-20, R & S) be passed.

Ms.Ezhilarasi seconded the motion.

Dr.Swati Palliwal moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Hindi. (Appendix-20, R & S) is passed.

Item-21 : Dr.C.N.Eswari moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of Foundation Course in English. (Appendix-21, R & S) be passed.

Ms.Anitha Malisetty seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of Foundation Course in English. (Appendix-21, R & S) is passed.

Item-22 : Mr.R.Ramesh moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Sanskrit. (Appendix-22, R & S) be passed.

Ms.R.Rajini Surendranath seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in Sanskrit. (Appendix-22, R & S) is passed.

Item-23 : Mr.N.Asogar moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in French. (Appendix-23, R & S) be passed.

Ms.V.Devi seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of Foundation Course in French. (Appendix-23, R & S) is passed.

Item-24 : Dr.C.Murthi moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.A. degree in Economics. (Appendix-24, R & S) and M.Phil degree in Economics (Appendix – 24A, R & S) be passed.

Mr.M.Sivaraj seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.A. degree in Economics. (Appendix-24, R & S) and M.Phil degree in Economics (Appendix – 24A, R & S) is passed.

Item-25 : Mr.K.G.Sanjeevi Babu moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Chemistry (Appendix-25, R & S) be passed.

Dr.K.Namasivayam seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Chemistry (Appendix-25, R & S) is passed.

Item-26 : Ms.M.Shanthi moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Mathematics. (Appendix-26, R & S) be passed.

Dr.K.P.Sanjayan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Mathematics. (Appendix-26, R & S) is passed.

Item-27 : Mr.V.Senthil Vairavan moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Zoology. (Appendix-27, R & S) and M.Phil. degree in Zoology (Appendix-27A, R & S) be passed.

Ms.R.M.Ezhilarasi seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.Sc. degree in Zoology. (Appendix-27, R & S) and M.Phil. degree in Zoology (Appendix-27A, R & S) is passed.

Item-28 : Dr.M.V.Arulalan moved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Com degree. (Appendix-28, R & S) be passed.

Dr.S.V.Raghavan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07.10.2015 regarding the Regulations and Syllabus of M.Com degree. (Appendix-28, R & S) is passed.

Item-29 : Dr.M.K.Shakila moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.B.A. degree. (Appendix-29, R & S) be passed.

Ms.C.R.Marcelin Vasantha seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.B.A. degree. (Appendix-29, R & S) is passed.

Item-30 : Dr.P.V.Kumaraguru moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.C.A. degree. (Appendix-30, R & S) be passed.

Ms.R.Rajini Surendranath seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the Regulations and Syllabus of M.C.A. degree. (Appendix-30, R & S) is passed.

V. Dr.B.Senthil Kumar, Dr.K.Ramesh, Dr.Uma Rani and Dr.R.Rangarajan suggested a few measures for the enhancement of the curriculum. The Chairman accepted the suggestions.

The meeting was concluded at 12.45 pm.

Guru Ramdas Hall
Guru Nanak College (Autonomous)
Chennai

Dr.M.Selvaraj
Principal

ANNEXURE - I

RULES AND REGULATIONS

(Effective from the Academic Year 2016-17 and thereafter)

SEMESTER SYSTEM WITH CREDITS

1. CHOICE BASED CREDIT SYSTEM (CBCS) WITH GRADING

The College follows the CBCS with grades under the semester pattern. Every course paper is provided with a credit point based on the quantum of subject matter, complexity of the content and the hours of teaching allotment. This is done after a thorough analysis of the content of each subject paper by the members of the Board of studies and with the approval of the Academic Council. Students are also offered with a choice of a variety of Job-oriented courses, Elective courses and courses involving Soft-skills. Students are permitted to choose any course of their interest during the study period and earn extra credits and certificates in addition to the regular hardcore (compulsory) subjects.

The evaluation method under CBCS involves a more acceptable grading system that reflects the personality of the student. This is represented as Cumulative Grade Point Average (CGPA) and Grade Point Average (GPA) which are indicators of Academic Performance of the student. It provides students scope for horizontal mobility as well as empowers them with the flexibility of learning at their convenience.

2. ELEGIBILITY FOR ADMISSION

Candidates for admission to the first year of the UG programme shall be required to have passed the higher secondary examinations (Academic or Vocational Stream) conducted by the Government of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras. Students applying for the PG programme should have taken the UG degree in the concerned subject from a recognized university.

3. DURATION OF THE COURSE

The UG course is of three years' duration with six semesters and the PG course is of two years' duration with four semesters. The odd semester includes the period from June to November and the even semester from December to April. There shall not be less than 90 working days for each semester.

4. COURSE OF STUDY

The main subject of study for Bachelor's Degree shall consist of the following:

FOUNDATION COURSES:

PART – I Tamil or Classical Language (Hindi / Sanskrit/ French)

PART – II English

CORE COURSES

PART – III consisting of (a) Main subjects, (b) Allied Subjects, (c) Elective subjects related to

the main subject of study and project work.

PART –IV

1. (a) Those who have not studied Tamil up to XII standard, and taken a non- Tamil language under **Part – I** shall take Tamil comprising of Two courses (level will be at 6th standard).

(b) Those who have studied Tamil up to XII standard, and taken a non— Tamil language under **Part –I** shall take **Advanced Tamil** comprising of two courses.

(c) Others who do not come under a or b can choose **non-major elective comprising of two courses.**

2. Soft Skills. (I , II, III & IV Semesters)

3. Environmental Studies (IV Semester)

4. Value Education (V Semester)

PART –V Compulsory Extension Service

A candidate shall be awarded one credit for compulsory extension service.

All the students shall enroll for **NSS / NCC / NSO (Sports & Games) Rotaract / Youth Red Cross or any other service organization** in the college and shall have to put in compulsory minimum attendance of 40 hours which shall be duly certified by the Principal of the college before **31st March in a year.** If a student **LACKS 40 HOURS ATTENDANCE** in the first year, he / she shall have to compensate the same during the subsequent years. Literacy and population, educational field work shall be compulsory components in the above extension service activities.

5. COURSE STRUCTURE:

Under Part IV of the course, students are required to register separately for two Non-Major Elective papers, choosing preferably papers offered by other departments during the First and Second semester. The marks obtained under Part IV would not be included for classification of the candidate although a pass is mandatory. Students should have obtained the minimum credit under Part V to be eligible to receive the degree.

1. EXAMINATIONS

Continuous Internal Assessment (CIA) and End Semester Examination (ESE), each carrying 50% marks, will form the basis for grading student performance in each paper.

CONTINUOUS INTERNAL ASSESSMENT

Continuous assessment will be made by teachers responsible for the course they teach on dates centrally fixed by the college. Every semester has two centralized CIA examinations and one model examination for each paper. The Continuous Assessment Tests (CAT) of one and a half hour duration would be held on completion of 30 and 60 working days each semester. Students who fail to write one or more CATs will have to register for a re-test after obtaining clearance from the HOD and Dean Academics. Re-test is generally not allowed except in the case of students who miss CA tests because they were away on those days representing college in sports or cultural activities or for any justifiable reason acceptable to the Principal/Dean. Principal/Dean may grant special permission to such candidates for taking just one additional paper of three hour

duration covering the entire syllabus of that paper. This test should be taken before the commencement of the End of Semester Examination of that semester. A Model exam of three hours duration will be held at the end of each semester. The schedule for these tests is as follows:

C.I.A. Test	Schedule	Syllabus Coverage
I	After 30 working days from the commencement of the semester	40%
II	After 60 working days of the semester	80%
III (model)	After 80 working days of the semester	95%

The components for the CIA are as follows:

Internal Components			
Assessment Type	Nature	Maximum marks	% of Weightage
CIA	Written test I	50	5
	Written test II	50	5
	Model examination	100	10
	Assignment		10
	Class activities		15
	Attendance		5
	Total		50

The class activity relates to a programme of accepted innovative techniques such as seminars, quiz, portfolio creation, MCQ, power point presentation, objective tests, role play etc. This class activity for evaluation will be fixed before the commencement of the semester with the approval of the HOD.

A student should attend at least one test in order to declare him/her as pass in the internal assessment tests even though he/she has got pass marks in the overall internal components. Candidates who fail in a paper for want of sufficient marks in CIA will have to seek improvement by coming back to the semester for CA exams or repeating it after the completion of the course at the time of regular CIA.

A record of all such assessment procedures will be maintained by the department and is open for clarification by the students. Students will have the right to appeal to the Principal in case of glaring disparities in marking.

CIA marks for practical subjects will be awarded by the respective faculty based on the performance of the student in the model practical examination, observation notebook, submission of record books, regularity and attendance for the practical classes. The attendance particulars for practical classes will be maintained by the concerned faculty.

Marks for attendance will be awarded as per the following:

Percentage of General Attendance	Marks awarded
90-100	5
75-89	4
60-75	3
<60	0

END OF SEMESTER EXAMINATIONS (ESE)

- Examinations will be conducted during each semester after the completion of a minimum of 90 working days. Examinations will be held for all papers of the course in Nov/Dec and April/May for all UG and PG courses. Practical examinations will be conducted only during the end of the even semester either before the commencement of the theory exam or after the theory exams. The schedule for ESE Practical will be notified by the Controller of Examinations in consultation with the Dean of Sciences.
- A candidate will be permitted to appear for the End of Semester examinations for any semester if:
 - i. He / She secures not less than 75% of attendance in the working days during the semester.
 - ii. His / Her conduct has been satisfactory
 - iii. He / She should have applied for the examination
 - iv. He / She should have paid the requisite examination fee
- The attendance requirements to appear for the ESE is as follows:
- Students must have **75%** of attendance in each part of the course of study to appear for the examination.
- Students who have **65% to 74.9%** of attendance shall apply for condonation in the prescribed form along with the prescribed fee after obtaining permission from the Dean. Students cannot claim condonation as a matter of right. Submission of medical certificate is normally not accepted to condone shortage of attendance.
- Students who have **50% to 64.9%** of attendance will fall under the -Withheld category. Such students cannot take the ESE exams. They should apply to the Principal for permission to write the next supplementary examination and pay the requisite fee for this purpose.
- Students who have less than **50%** of attendance fall under the -detained category and **are not permitted to appear for the examination. They shall redo the semesters after completion of the course and appear for the examination after securing the required percentage of attendance.** The decision of **Principal** remains final and binding in all respects.
- Students who do not get the minimum marks to pass in the ESE shall compulsorily re-appear

for the paper in the subsequent semester after paying the required fee.

- Candidates who fail in any of the papers in the UG and PG End of Semester examinations shall complete the paper concerned within 5 years from the date of admission to the particular course. If they fail to do so, they shall re-register their names and take the examination in the revised regulations/syllabus of the paper in force at the time of their reappearance. In the event of removal of that paper consequent to change of regulation and/or curriculum after 5-year period, the candidate shall have to take up an equivalent paper in the revised syllabus as suggested by the Chairman, Board of Studies concerned.

Instant Examinations. (Special Supplementary Examination)

In order to provide an opportunity to the final UG and PG students to obtain the degree in the same year itself and to facilitate vertical mobility, special supplementary End of Semester examinations will be conducted in about 20 days from the date of publication of results every year for the final semester theory papers and also for the candidates who fail in only one theory paper of the previous semesters. Students, who wish to apply for special supplementary End of Semester examinations, can do so within 7 days from the date of publication of results.

Malpractice cases, if any, will not be permitted to appear for Supplementary Examination

The details of the ESE is as follows:

External Component			
Assessment type	Comprehensive	Maximum mark	% of Weightage
External Exam	3 hours examination	100	50
	Grand total (CIA+ESE)		100

CONDUCT OF EXAMINATION

- Chief Superintendent of exams will be the Principal or a person appointed by him. The conduct of end of semester examination lies with the team headed by the Chief Superintendent.
- Time-table for examinations will be finalized the office of the Controller of Examinations and will be displayed well in advance i.e., 20 days prior to the commencement of examination.
- The Hall tickets for eligible students will be issued 5 days prior to the commencement of examination.
- For Subjects like Environmental Studies, Value Education etc. End Semester Examinations may be conducted on- line or along with the regular ESE.

2. VALUATION

- Valuation of the answer scripts are undertaken at the central valuation camp lead by the Controller of Examination or the Camp Officer appointed by the Controller of Examinations.
- Single valuation of answer scripts by external examiners is adopted for both UG and PG courses.

3. PUBLICATION OF RESULTS

The Examination results will be published on the web during the second / third week of May for the II, IV and VI semester examinations and during the second / third week of December for the I, III and V semester examinations

PROVISION FOR OBTAINING PHOTOCOPY AND REVALUATION OF VALUED ANSWER SCRIPTS

- A student can request the Principal for a photocopy of the answer book within seven days from the announcement of the results. Such requests should be endorsed by the HOD and submitted along with the prescribed fees for forward transcription to the COE.
- Students intending to go for revaluation after obtaining the photocopy of the answer script, shall apply to the COE in the prescribed format along with fees duly endorsed by the HOD and Principal. The application should reach the COE within 7 days from receipt of the photocopy of the answer script.
- Revaluation /obtaining photocopy of answer scripts is permissible only for the current semester papers and not for any arrear paper.
- For re-valuation, the answer papers will be valued by two external examiners separately and the average mark of the valuations will be taken into account.
- The revaluation results will be forwarded to the Principal within 15 working days.
- Revised mark statement will be issued after withdrawing the previous one, if the marks obtained in revaluation are higher than the marks obtained earlier. In other cases, the original marks obtained earlier will be retained and the matter will be intimated to the student concerned as ‘No change’.

4. CLASSIFICATION OF PERFORMANCE – GRADING SYSTEM FOR THE SEMESTER

A candidate shall be declared to have qualified for the award of the Degree provided the candidate has successfully completed the Programme requirements and has passed all the prescribed subjects of study in all the semesters.

Conversion of Marks to Grade Points and Letter Grade (Performance in a paper/course)

Range of Marks	Grade Points	Letter Grade	Description
PG & UG	PG & UG	PG & UG	PG & UG
90-100	9.0-10.0	O	Outstanding
80-89	8.0-8.9	D+	Excellent
75-79	7.5-7.9	D	Distinction
70-74	7.0-7.4	A+	Very Good
60-69	6.0-6.9	A	Good
50-59	5.0-5.9	B	Average

PG	UG	PG	UG	PG	UG	PG	UG
00-49	40-49	0.0	4.0-4.9	U	C	Re-appear	Satisfactory
	00-39		0.0		U		Re-appear
ABSENT		0.0		AAA		ABSENT	
B.Com (Hons)		B.Com (Hons)		B.Com (Hons)		B.Com (Hons)	
00-59		0.0		U		Reappear	

Classification of Grades

CGPA		GRADE		CLASSIFICATION OF FINAL RES ULT	
PG & UG		PG & UG		PG & UG	
9.5-10.0		O+		First Class – Exemplary*	
9.0 and above but below 9.5		O		First class- outstanding*	
8.5 and above but below 9.0		D++		First Class with Distinction*	
8.0 and above but below 8.5		D+			
7.5 and above but below 8.0		D			
7.0 and above but below 7.5		A++		First Class	
6.5 and above but below 7.0		A+			
6.0 and above but below 6.5		A			
5.5 and above but below 6.0		B+		Second Class	
5.0 and above but below 5.5		B			
PG	UG	PG	UG	PG	UG
0.0 and above but below 5.0	4.5 and above but below 5.0	U	C+	Re – appear	Third Class
	4.0 and above but below 4.5		C		
	0.0 and above but below 4.0		U		Re- appear

* The candidates who have passed in the first appearance and within the prescribed semester of the UG/PG Programme (Core, Allied, Elective, Project and Internship courses) alone are eligible.

Grading For a Semester/Year:

$$\text{GRADE POINT AVERAGE [GP]} = \sum_i C_i G_i / \sum_i C_i$$

$$\text{GPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the courses}}{\text{Sum of the credits of the courses (passed) in a semester/year}}$$

For the entire programme:

$$\text{CUMULATIVE GRADE POINT AVERAGE [CGPA]} = \sum_n \sum_i C_{ni} G_i / \sum_n \sum_i C_{ni}$$

$$\text{CGPA} = \frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$$

(CGPA is calculated only if the candidate has passed in all the courses in the entire programme)

C_i = Credits earned for course i in any semester / year.

G_i = Grade Point obtained for course i in any semester / year.

n refers to the semester/year in which such courses were credited. C_i = Credits earned for course 'I' in any semester.

G_n = Grade Points obtained for course i in any semester.

n refers to the semester in which such courses were credited

Passing Minimum

- i. For all U.G. Programmes except B.Com (Hons) passing minimum of each subject is 40% in CIA, 40% in E.S.E and 40% in aggregate i.e., CIA + ESE
- ii. For B.Com (Hons)
No passing minimum for internal b) For ESE, passing minimum is 50% for languages, NME, value education, EVS and 60% for core subjects/internship/project and viva voce c) In aggregate the passing minimum (Ext + Int) is 50% for languages, NME, value education, EVS and 60% for core subjects/internship/project and viva voce.
- iii. Passing minimum of each subject/course under PG Programme is 50% in CIA, 50% in ESE and 50% in aggregate i.e., CIA + ESE
- iv. Passing minimum of each subject under Career Oriented Programmes, Certificate Courses and Diploma courses is 40% in CIA and ESE and 40% in aggregate i.e., CIA + ESE. Both UG and PG students are at liberty to study these courses jointly
- v. Passing minimum for each PG Diploma course offered by a PG Department as a part of the curriculum to its students is 50% in ESE and 50% in aggregate i.e., CIA + ESE, since graduates alone are admitted to these Courses

5. REQUIREMENT FOR PROCEEDING TO SUBSEQUENT SEMESTER

- a. Candidates shall register their names for the first semester examination after admission in the UG courses.
- b. Candidates shall be permitted to proceed from the first semester up to final semester irrespective of their failure in any of the semester examinations subject to the condition that the candidate should register for all the arrear subjects of earlier semesters along with current (subsequent) semester subjects

12. ISSUE OF CERTIFICATES

1. Marksheet

Mark sheets will be issued every semester to all students who have taken the examination.

2. Consolidated Mark Sheet

Consolidated mark sheets will be given to final year students along with total credits earned only to those who have passed all the papers prescribed for the respective degree.

3. Transcript

Students who are desirous to obtain any other certificates like Transcript certificates for joining courses of study in other Universities in India or abroad or for obtaining scholarships, can obtain these certificates from the office of the Controller of Examinations. A requisition letter duly signed by the Student and forwarded by the Principal along with fee challan is to be submitted to the office of the Controller of Examinations. The certificates will be provided within 15 working days.

4. Provisional Certificate

A copy of the results of the successful final year students will be sent to the University of Madras in the prescribed format in July/August and the University will issue a Provisional Certificate through the College. This may take around 2 months.

5. Corrections in the Certificates

Any corrections like name, date of birth etc., can also be made in the certificate. A letter of request duly signed by the student, HOD and Principal along with the prescribed fee paid challan is to be forwarded to the office of the Controller of Examinations. The time line to update will be 15 working days. The amount once paid will not be refunded under any circumstances.

6. Issue of Duplicate Mark Sheet

In case of loss of mark sheet / certificate, a duplicate may provided after submitting a non-traceable certificate issued from the Police station duly signed by an Inspector or Sub Inspector. A requisition letter duly signed by the Principal along with the requisite fees should also be submitted to the office of the Controller of Examinations. Certificates which are torn will not be replaced.

7. Duplicate Provisional Certificate / Degree Certificate:

Students have to apply directly to the University of Madras for duplicate provisional certificate and degree certificate.

8. Verification of Qualification

The agencies who requests for verification of educational qualifications of students under autonomous mode of this college and students who opt for higher studies / employment and who requires verification of educational qualification, shall apply to the Principal to this effect along with the prescribed fees. The letter of request has to be forwarded to the OCOE. The relevant certificate will be issued within 15 working days from the office of the Principal.

13. CONVOCATION AND NOTICE

1. Convocation

Students must apply for their Degree certificates along with copy of the provisional certificates in the application form issued by University of Madras and submit the same in the college office on or before the last date fixed by the college. Every year after the Convocation held by University of Madras, the college will hold a Graduation day / convocation in which the Degree certificates will

be distributed to the students who are present. For others it will be issued through the college admin office.

2. Notice

Candidates who have completed the duration of the course and left the College, can get information regarding Supplementary Examinations, issue of examination application forms, certificates and application for Graduation day through the college web site and general notice board. Regular students will however be informed of the examinations by circulation, in addition to the modes mentioned above.

No candidate will be communicated individually.

The liability lies on the candidates for their certificates. The College shall not be liable for whatever lapse that occurs due to the ignorance of the candidates.



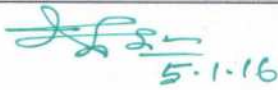
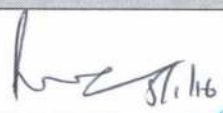

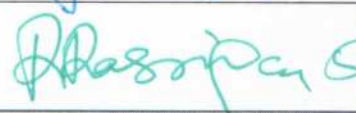
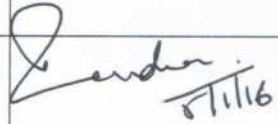


GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

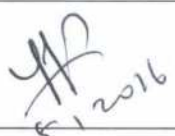
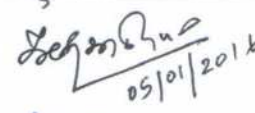
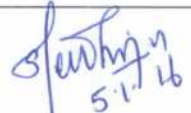
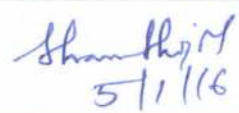
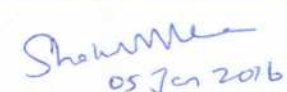


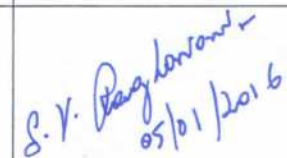
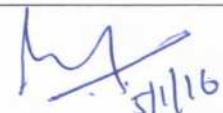
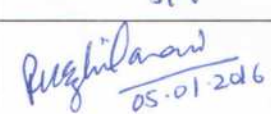
THE FIRST MEETING OF THE ACADEMIC COUNCIL




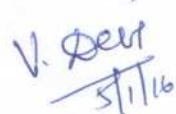



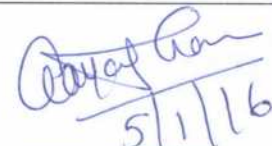
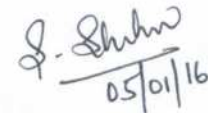
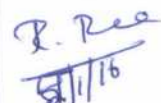
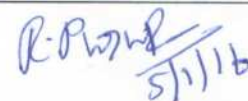
Place of Meeting: Guru Ramdas Seminar Hall

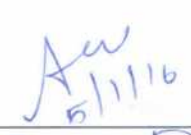
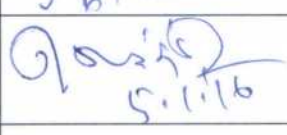
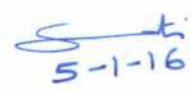
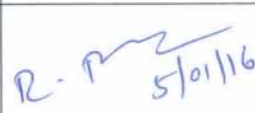

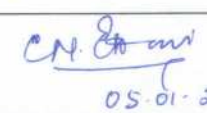
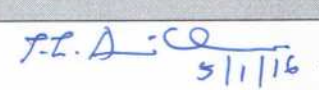
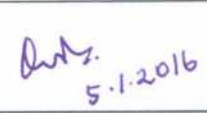
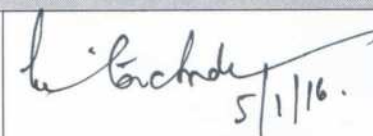
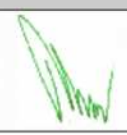

Date : Tuesday, 5th January, 2016 Time: 11.00 a.m

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.	 5.1.16
Nominees of the University of Madras (Three Persons)		
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai	 5.1.16
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore	 5.1.16
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai	 5.1.16
Experts from Outside College nominated by Governing Body (Four Persons)		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyyer & Thomas, Chennai	
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai	 5.1.16
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai	
8.	Dr. Uma Rani - Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai	 5.1.16
Heads of the Departments (Thirty Persons)		
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai	 C. Murthi

SL.NO.	NAME & DESIGNATION	SIGNATURE
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai	 5.1.2016
11.	Mr. K.G. Sanjeevi Babu Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai	 05/01/2016
12.	Mr. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai	 5.1.16
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai	 5/1/16
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai	 05 Jan 2016
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai	 5.1.16
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai	 5.1.16
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai	 05/01/2016
18.	Mr. T. Subramanyam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai	
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai	 5/1/16
20.	Mrs. R.M. Ezhilarasi Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai	 05.01.2016
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
22.	Dr. K.P. Sanjayan Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai	
23.	Mrs. C.R. Marcelin Vasantha Assistant Professor & Head i/c, Dept. of Visual Communication Guru Nanak College, Chennai	
24.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science Guru Nanak College, Chennai	
25.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications Guru Nanak College, Chennai	
26.	Mrs. Anitha Malisetty Assistant Professor & Head, Dept. of Business Administration Guru Nanak College, Chennai	
27.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General) Guru Nanak College, Chennai	
28.	Dr. I. Babu Rathinam Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai	
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance) Guru Nanak College, Chennai	
30.	Mrs. S. Shoba Assistant Professor & Head i/c, Dept. of Commerce (Honours) Guru Nanak College, Chennai	
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management) Guru Nanak College, Chennai	
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management) Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
33.	Mrs. V. Aswini Assistant Professor & Head i/c, Dept. of Commerce (Information System and Management), Guru Nanak College, Chennai	 5/1/16
34.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai	 5.1.16
35.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai	 5-1-16
36.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai	 5/01/16
37.	Mr. N. Asogar Assistant Professor & Head, Dept. of Frech Guru Nanak College, Chennai	 05/01/2016
38.	Dr. C.N. Eswari Associate Professor & Head, Dept. of English Guru Nanak College, Chennai	 05.01.2016
Teachers Representing Different Categories (Four Persons)		
39.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai	 5/1/16
40.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai	
41.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai	
42.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai	 5.1.2016
Faculty Member Nominated by the Principal (Member Secretary)		
43.	Dr. Gunita Arun Chandhok Director Guru Nanak College, Chennai	 5/1/16
Special Invitees		
44.	Mr. Manjit Singh Nayar General Secretary and Correspondent Guru Nanak College, Chennai	
45.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English Guru Nanak College, Chennai	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Second Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE SECOND MEETING OF THE
ACADEMIC COUNCIL**

Date: Monday, 17th April, 2017

Time: 11.00 a.m

**Place: Guru Ramdas Seminar Hall,
Guru Nanak College
Chennai-600 042.**



GURU NANAK COLLEGE (AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

THE SECOND MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall

Date: Monday, 17th April, 2017 Time: 11.00 a.m

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
<i>Chairman</i>	
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.
<i>Nominees of the University of Madras (Three Persons)</i>	
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai
<i>Experts from Outside College nominated by Governing Body (Four Persons)</i>	
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, Chennai
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai
<i>Heads of the Departments (Thirty Persons)</i>	
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
11.	Dr R.M.Ezhilarasi Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai
12.	Mr. V. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai
18.	Mr. T. Subramaniam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai
20.	Mrs.T.Saroja Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai
22.	Dr. K.P. Sanjayan Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai
23.	Dr Syed Ali Mujitaba Assistant Professor & Head Dept. of Visual Communication Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
24.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science Guru Nanak College, Chennai
25.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications Guru Nanak College, Chennai
26.	Mrs. Anitha Malisetty Assistant Professor & Head, Dept. of Business Administration Guru Nanak College, Chennai
27.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General) Guru Nanak College, Chennai
28.	Dr. I. Babu Rathinam Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance) Guru Nanak College, Chennai
30.	Mrs. D.Sowmya Assistant Professor & Head i/c, Dept. of Commerce (Honours) Guru Nanak College, Chennai
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management) Guru Nanak College, Chennai
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management) Guru Nanak College, Chennai
33.	Mrs. V. Aswini Assistant Professor & Head i/c, Dept. of Commerce (Information System Management), Guru Nanak College, Chennai
34.	Dr Vimala Chandrasekar Assistant Professor & Head, Dept. of English Guru Nanak College, Chennai
35.	Dr K.G.Maya Assistant Professor & Head, PG Dept. of Social work

SL.NO.	NAME & DESIGNATION
	Guru Nanak College, Chennai
36.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai
37.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai
38.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai
39.	Mr. N. Asogar Assistant Professor & Head, Dept. of French Guru Nanak College, Chennai
40.	Mr. B.Kumaran Associate Professor & Head, Dept. of English Guru Nanak College, Chennai
41.	Dr A.Sethuraman Member Academic Council- University of Madras
<i>Teachers Representing Different Categories (Four Persons)</i>	
42.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai
43.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai
44.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai
45.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai
<i>Faculty Member Nominated by the Principal (Member Secretary)</i>	
46.	Dr. Gunita Arun Chandhok Director (Shift II) Guru Nanak College, Chennai
<i>Special Invitees</i>	
47.	Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai
48.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English Guru Nanak College, Chennai



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at 'A' Grade by NAAC Affiliated to the University of Madras

Guru Nanak Salai, Velachery, Chennai-600 042

SECOND MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: Monday, 17th April, 2017

Time: 11.00 a.m.

Venue: Guru Ramdas Seminar Hall

- Introductory remarks by the Principal
- Approval of the Minutes of the Board of Studies held in January 2016 for 32 departments
- Any other matter with the permission of the chair

MINUTES OF THE SECOND ACADEMIC COUNCIL MEETING

The Principal extended a warm welcome to all the members of the Academic Council and special invitees.

He then invited the Dean to present the minutes for the Board of Studies for all the 32 departments held in January 2017.

Business brought forward by the Principal

Item 1 : Dr.C.Murthi moved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of B.A. degree in Economics may be approved.

Mr.M Sivaraj seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in Syllabus of B.A. degree in Economics, may be approved

Item 2 : Dr S V Raghavan moved that the recommendation of the Board of Studies Meeting held on 20.01.2017 regarding the modifications in Syllabus of B.A. degree in Defence and Strategic Studies may be approved

Ms.Anitha Malisetty seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 20.01.2017 regarding the Regulations and Syllabus of B.A. degree in Defence and Strategic Studies may be approved.

Item 3 : Mr.T.Subhramaniyam moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Mathematics may be approved.

Ms. R Geetha seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Mathematics may be approved.

Item 4 : Dr.K.Namasivayam moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Physics may be approved.

Dr. I Babu Rathinam seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Physics may be approved.

Item 5 : Ms.T. Saroja moved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Chemistry may be approved

Ms. R. Rama seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Chemistry may be approved

Item 6 : Dr.S.Natarajan moved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of B.Sc. degree in Plant Biology and Plant Bio Technology may be approved

Dr, R, Purushothaman seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of B.Sc. degree in Plant Biology and Plant Bio Technology may be approved

Item 7 : Dr. K.P.Sanjayan moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology may be approved

Dr. K.Kulasekar seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology may be approved

Item 8 : Mrs.R.Rajini Surendranath moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Computer Science may be approved

Mr. R. Ramesh seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Computer Science may be approved

Item 9 : Ms. P Kavitha moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Visual Communication. may be approved. Ms. P Kavitha moved the recommendation for Dr. Syed, Head, Dept of Visual Communication, GNC

Dr. Swati Palliwal seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.Sc. degree in Visual Communication may be approved.

Item 10 : Ms.Anita Malisetty moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.B.A. degree may be approved Dr.

C. Murthy seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.B.A. degree may be approved

Item 11 : Dr V Devi moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.C.A. degree may be approved

Mr. Asogar seconded the motion

Resolved that recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B.C.A. degree may be approved

Item 12 : Mrs R Geetha moved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of B. Com (General) degree may be approved

Dr. M.V. Arulalan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of B. Com (General) degree. may be approved

Item 13 : Dr. I.Babu Rathinam moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B. Com (Corporate Secretary ship) degree. may be approved

Dr. R.M.Ezhilarasi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of B. Com (Corporate Secretary ship) degree. may be approved

Item 14 : Dr Gayathri Harikumar moved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B. Com (Accounting and Finance) degree may be approved

Mr. Senthil Vairavan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B. Com (Accounting and Finance) degree may be approved

Item 15 : Ms.D.Sowmya moved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of B.Com (Honours) degree may be approved

Dr.S.Natarajan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of B. Com (Honours) degree may be approved

Item 16 : Mrs V Aswini moved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B. Com (Information Systems Management) degree may be approved

Dr. S.V. Raghavan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B. Com (Information Systems Management) degree may be approved

Item 17 : Mrs Rama moved that the recommendation of the Board of Studies Meeting held on 24.01.2017 regarding the modifications in the Syllabus of B. Com (Banking Management) degree may be approved

Dr. Shakila seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 24.01.2017 regarding the modifications in the Syllabus of B. Com (Banking Management) degree may be approved

Item 18 :Dr.R.Purushothaman moved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B.Com (Marketing Management) degree. may be approved

Dr. Kumaraguru seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 25.01.2017 regarding the modifications in the Syllabus of B. Com (Marketing Management) degree may be approved

Item 19 :Dr M Murthy moved that the recommendation of the Board of Studies Meeting held on 01.02.2017 regarding the modifications in the Syllabus of Foundation Course in Tamil may be approved

Dr.K. Namasivayam seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 01.02.2017 regarding the modifications in the Syllabus of Foundation Course in Tamil may be approved.

Item 20 :Dr Swati Paliwal moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of Foundation Course in Hindi. may be approved

Dr. M.V.Arulalan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of Foundation Course in Hindi may be approved

Item 21 :Prof B Kumaran moved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of Foundation Course in English may be approved

Ms. Anitha Mallisetty seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of Foundation Course in English may be approved

Item 22 :Mr Ramesh moved that the recommendation of the Board of Studies Meeting held on 02.02.2017 regarding the modifications in the Syllabus of Foundation Course in Sanskrit may be approved

Ms. Rajini S.seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 02.02.2017 regarding the modifications in the Syllabus of Foundation Course in Sanskrit may be approved

Item 23 :Mr Asogar moved that the recommendation of the Board of Studies Meeting held on 22.01.2017 regarding the modifications in the Syllabus of Foundation Course in French may be approved

Dr. V. Devi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 22.01.2017 regarding the modifications in the Syllabus of Foundation Course in French may be approved

Item 24 :Dr C Murthy moved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of M.A. degree in Economics. and M. Phil degree in Economics may be approved

Mr. M.Sivaraj seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of M.A. degree in Economics. and M. Phil degree in Economics may be approved

Item 25 :Dr.RM. Ezhilarasi, moved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of M.Sc. degree in Chemistry may be approved

Dr. Namasivayam seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 28.01.2017 regarding the modifications in the Syllabus of M.Sc. degree in Chemistry may be approved

Item 26 : Ms. Shanthi moved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of M.Sc. degree in Mathematics may be approved

Dr. K P Sanjayan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 03.02.2017 regarding the modifications in the Syllabus of M.Sc. degree in Mathematics may be approved

Item 27 :Mr. Senthil Vairavan moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of M.Sc. degree in Zoology and M.Phil. degree in Zoology may be approved

Dr R M Ezhilarasi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of M.Sc. degree in Zoology and M.Phil. degree in Zoology may be approved

Item 28 :Mrs.R.Geetha moved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of M.Com degree may be approved

Dr. M.V. Arulalan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 31.01.2017 regarding the modifications in the Syllabus of M. Com degree may be approved

Item 29 :Dr.M.K. Shakila moved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the modifications in the Syllabus of

M.B.A. degree may be approved

Dr.S.Natarajan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.10.2015 regarding the modifications in the Syllabus of M.B.A. degree. may be approved

Item 30 :Dr.P.V.Kumaraguru moved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of M.C.A. degree may be approved

Ms, Rajini seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 19.01.2017 regarding the modifications in the Syllabus of M.C.A. degree may be approved

Item 31 :Dr. Vimala Chandrashekarar moved that the recommendation of the Board of Studies Meeting held on 03.04.2017 regarding the modifications in the Syllabus of B.A.(English) degree may be approved

Mrs. R Geetha seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 03.04.2017 regarding the modifications in the Syllabus of B.A.(English) degree may be approved

Item 32 :Dr.Maya moved that the recommendation of the Board of Studies Meeting held on 10.03.2017 regarding the modifications in the Syllabus of MSW degree may be approved

Mrs V Aswini seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 10.03.2017 regarding the modifications in the Syllabus of MSW degree may be approved

Principal's Report

Introductory Remarks by the Chairman, Academic Council-17th April, 2017.

Honourable Members of the Academic Council.

It gives me immense pleasure in welcoming one and all to the 2nd Annual Meeting of the Academic Council being held today. I take this opportunity to welcome the new members to the august body and also request them to participate actively and share their wisdom for the development of our college.

At this juncture, an ancient Chinese saying comes to my mind.

If you are thinking of one year, Plant rice

If you are thinking of a decade, Plant trees

If you are thinking of a century, educate people.

I am sure that as academicians each one of us will be proud of having contributed our mite towards this noble task of improving education through the portals of Guru Nanak College.

MILESTONES ATTAINED IN THE SECOND YEAR OF AUTONOMY

NEW COURSES

To add variety to our academic Programmes, this academic year witnessed the introduction of one Under graduate course B.A (English) and one Post graduate course Master of Social Work (MSW).

LANGUAGE LAB

A language Lab with 1000 hour modules installed in 30 computers has become functional from February 2017. The faculty of English, who were trained by “Educorp”, has been able to impart excellent Communication Skills in English to students across the various disciplines.

ICT (INFORMATION AND COMMUNICATION TECHNOLOGY)

The use of **ICT** has been on the increase in the campus. The Management has provided 4 smart classrooms which are well equipped to handle classes using PPTs and other interactive media. The emphasis has been on creating and modifying the information taken from the net to suit the needs of the students.

CERTIFICATE COURSES

Seven certificate courses were introduced from January 2017 and 244 students from shift II successfully completed these courses. These courses were as follows:

Certificate course on Tally, Stock Market Trading, Basic Web designing, Digital Marketing, Graphic Designing, Basics of psychology and Photography

MOUs

- The college has signed MOUs with three corporate organizations, namely, Phalgune Infotech Pvt.Ltd, AccivaE-Commerce Ventures Pvt. Ltd and Pudhiya Thalaimurai. With this, the total number of MOU's has gone up to 14 from 2013 –2016

- A MOU with the IUKL (Infrastructure University of Kuala Lumpur), Malaysia to start a BBA (Honors) in e-Commerce Course is underway and the MOU is likely to be signed by May 2017.

INFRASTRUCTURE

With the grant of Autonomy status to the institution, many infrastructural developments have been made.

A state of the art “Guru Amardas” Block housing a modern A/c. Auditorium “Shaheed Baba Deep Singh Auditorium” that can accommodate 850 persons and 13 Class Rooms which can accommodate about 70 students in each class room is under construction and expected to be inaugurated by September 2017.

ENTREPRENEURSHIP DEVELOPMENT CELL

Guru Nanak College received approval from the *Entrepreneurship Development Institute, Chennai (EDI)* to run Entrepreneurship development Programmes in its campus. It was permitted to conduct the Innovation and Entrepreneurship Development Program (*IEDP*) Programmes too. The College is registered as a **Spoke College of the Hub**, Anna University during September 2016, Learn wise Classes of Wadhvani Foundation (**WF NEN – 100**). These Programmes are being regularly conducted in Smart Class rooms on campus.

76 first year students belonging to the various departments of the college, attended the classes from January to March 2017. They received certificates for the successful completion of all the 9 modules from EDI.

ACADEMIC ENRICHMENT ACTIVITIES:

Seminars / Conferences / Workshops organized.

The Dept. of Defence & Strategic Studies organized an International Conference. In addition to this, five more National Conferences were organized (one by IQAC Cell which was sponsored by NAAC and Supported by FICCI) Depts. Of MBA, BBA & B. Com (ISM) supported by NABARD; PG & Research Dept. of Commerce-Shift I; Dept. Of Library and the Dept of Hindi); 6 National Seminars (Organized by Dept. of Mathematics, Dept. of B.A (English), Depts. Of MCA, BCA & BSc. (Comp.Sc.), Dept. of Advanced Zoology, Dept. of Economics and the Dept. of Chemistry), 10 State level seminars, 15 Guest lectures and 17 workshops were organized by inviting eminent resource people from both the corporate and academic world during this academic year.

Appointment of Teaching and Non-Teaching Staff

13 Government Sanctioned Non-teaching vacancies were filled during the Academic year 2016-17.

35 teaching faculty and 3 non-teaching staff were appointed by the Management during 2016-17.

Ph.Ds. AWARDED

15 Guru Nanak College faculty members from various departments and students from GRI Institute, PG and Research Department of the College were awarded Ph.D. Degrees for the Academic Year 2016-17.

Staff participation in Paper presentation, Workshops, Conferences, Publications & FDP's:

- Twenty faculty members presented papers at International and National conferences
- Twenty-five faculty members attended workshops organized by various educational institutions throughout Tamil Nadu
- Eight faculty members attended Orientation Programmes
- Twelve faculty members participated in the Faculty Development Programmes
- Fifteen faculty members have published articles and papers in renowned publications.

STUDENTS ACHIEVEMENTS IN ACADEMIC AND OUTREACH PROGRAMMES

- Thirteen of our students from various departments obtained University Ranks.
- GNC students won twenty-three overall trophies in Inter-Collegiate Fests across Tamil Nadu during the academic year 2016-17.
- The following students were chosen as the Best Out Going Student for the academic year 2016-17:

Shift I: Male-Mr. Rajiv Gandhi, Dept. of Advanced Zoology.

Female – Ms. Meenakshi, Dept. of Physics.

Shift II : Male - K.Harishankar, Dept. of BCA

Female – R. Vaishnavi, Dept. of B. Com (Hons)

- NCC Cadets won 4 overall banners after 35 years. Three of the cadets have taken part in the Independence Day and Republic Day Parades at New Delhi.

PLACEMENTS

The Placement cell organized a “Job Fair”, for campus recruitment. They also organized seminars to enable the students to face the competitive world. A skill Development Training Programme on Interview skills (100 Hours) was conducted by the NGO Recruiter “MAGIC BUZZ”. During the course of the Programme, the students were taken on industrial Visits where they had interactions with the Vice presidents and CEOs of different Companies. Mock interviews were conducted every Tuesdays.

This Academic year (2016-17) has been another eventful year in the annals of the Placement Cell of Guru Nanak College. More than three hundred and fifty students got placed in different companies. Around seventeen companies visited the campus for direct recruitment and five companies invited our students for off campus recruitment. Some of the noteworthy companies that visited our campus are Ernst & Young Global, Deloitte, Accenture, Sutherland Global Services, Capgemini, Cognizant, Just Dial, TCS, L&T, HCL, Agility Global Integrated Logistics, CAMS, Nation Star, Serco Global Services, Job Fair etc. Our students participated in an off campus drive for the companies like Amazon, HP Computers, Wipro etc. The college invited the GOOGLE team to conduct a seminar on 16th March, 2017 on “The New innovations by GOOGLE”. The emphasis was on Crowd Sourcing and Community Development

EXTENSION SERVICES

Teaching, Research and Extension are the three major objectives of Tertiary level of Education. Guru Nanak College has been paying equal attention to all these three aspects in our curriculum. To name a few:

- The **NSS** volunteers organized community development Programmes where our NSS students went on a special camp to Somangalam Village, Kundrathur from 24th to 30th September 2016. There, they cleaned the Govt. Schools, temples, old age homes, public toilets, constructed fencing for gardens and planted trees. The NSS volunteers also conducted rallies, blood donation camps and various awareness Programmes for the students and general public.
- The recent cyclone “Vardha” in Chennai caused havoc in the day to day lives of the people irrespective of religious or economic background and the battalion from NSS and NCC extended their services.
- The **Citizen Consumer Club** of Guru Nanak College: Mrs.Malarvizhi Udayakumar, Advocate, Madras High Court, delivered the inaugural address. She spoke about various issues like rights to safety, right to information, right to choice,etc.
- The **NSS** Units of Guru Nanak College (Autonomous) along with the Primary Health Centre of Chennai Corporation organized an awareness programme on Tuberculosis. They organized a rally and walked from the college to Vijayanagar and back carrying placards and emphasizing that it was preventable and easily curable too.
- The **Enviro Club** and Eco Sikh organized various events on Sikh Environment Day on 4th March 2017. A plantation Drive was encouraged wherein the faculty members and students planted saplings to promote the conservation of Mother Nature.
- “**Gurushikha '17- 4th Edition**”, was conducted to commemorate the 350th birth anniversary of Guru Gobind Singhji, the tenth Guru of the Sikhs, which is celebrated globally. The objective of the event is to spread the ideals of Guru Gobind Singhji and his teachings. On 2nd January 2017, Inter-Collegiate and Inter-School Oratorical Competitions in Tamil, Hindi and English were conducted on the topic “*Guru Gobind Singh - an unparalleled hero, a unique combination of higher spiritual attainment and excellence in secular endeavor*”. This year, being the 350th year of the celebrations, the college had a Special Edition too. “State Level Inter-Collegiate Competitions” on Essay writing, Poetry writing cum Recitation and Poster designing were also conducted. The response for all the competitions was overwhelming from both school and college students. Totally 508 (387 College students + 121 School students) from 63 (39 colleges +24 Schools) Educational Institutions across Tamil Nadu actively participated in the competitions. Thiru. Vikram Kapur, I.A.S., Principal Secretary, Industries Department, Govt. of Tamilnadu, was the Chief Guest.

SPORTS

Achievements by our students at the National Level, State Level and the District Level:

- At the National Level, S. Lokeshwar of II B. Com (Gen) represented the U-19 India team, the test matches against England (February 2017)
- At the State Level Nicholas Savariraj of III B.A(Def) represented the Tamil Nadu State Kho-Kho team at Nagpur
- At the District Level, our students participated and won in Cricket, Kabbadi, Shooting and Throw Ball.
- Our Students were also selected to play for Madras University A Zone Team in Hand Ball, Foot Ball, Basket Ball, Volley Ball, Kabbadi, Badminton, Kho-Kho, Table Tennis and Chess.

Apart from this, Guru Nanak College the Physical Education Department organized

- LT.GEN.I S GILL University of Madras A Zone Basketball Tournament.
- University of Madras A Zone Handball Tournament.
- University of Madras A Zone Badminton Tournament.
- University of Madras A Zone Cricket Tournament.
- University of Madras Inter Zone Cricket Tournament.

A State Level Inter – Collegiate Cricket Tournament (Men & Women) the Pavit Singh Nayar Memorial Trophy (3rd edition) was held on Campus.

SYLLABUS REVISION

The Board of Studies in 32 disciplines met in January 2017, with an aim to revisit the curriculum and make necessary modifications deemed fit for improving the course content.

I place on record, my sincere thanks, to the members of the management in general and in particular to our General Secretary and Correspondent Sardar Manjit Singh Nayar for all his coordinated support and guidance in all our endeavors.

I seek your cooperation, guidance and valuable contribution to the deliberations in all our academic endeavors and look forward to elevate and enhance the glory of Guru Nanak College.

I finally conclude with a quote from Mr Abraham Lincoln, the great visionary of modern times: “The best way to predict future is to create it”.

I look forward for your co-operation and constructive suggestion.



**GURU NANAK COLLEGE
(AUTONOMOUS)**



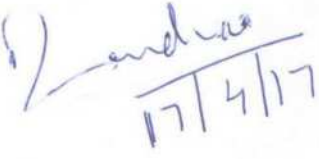

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A Unit of Guru Nanak Educational Society (Regd)

Velachery, Chennai – 600042

ACADEMIC COUNCIL MEETING HELD ON 17/04/2017

S.No	Category	Name	Signature
1	Chairman	Dr.M.Selvaraj, Principal	 17.4.17
2.	Three Nominees of the University	1.Dr.K.Ramesh, Associate Professor, Dept. of Economics, Presidency College 2.Dr.B.Senthil Kumar, Professor & Head, Zoology, Thiruvallur University 3.Dr.R.Rangarajan, Professor, Dept. of Commerce, University of Madras	 17/4/17
3	Four Experts from Outside College	1. Mr. H. Karthik Seshadri (Lawyer), Chennai (2) Dr.Anita Rajendran (Management), Associate Professor WCC, Chennai (3) Dr. Leo Alexander(Educationist), Associate Professor Loyola College, Chennai (4) Dr. Uma Rani (Commerce) Professor, Saveetha Engineering College?	 17/4/17 

All Heads of the
Department

1. M.A. Economics - Dr.C. Murthy
2. M.Com - Dr.M.V.Arulalan
3. M.Sc. (Chemistry) - Dr. Ezhilarasi . R. M.
4. M.Sc. (Zoology) – Mr. Senthil Vairavan .V
5. M.Sc. (Mathematics) – Ms. M.Shanthi
6. MBA – Dr.M.K.Shakila
7. MCA - Dr.P.V.Kumaraguru
MSW - Dr. Shanmugam
8. B.A.- Economics – Mr. M.Sivaraj
9. B.A. Defence & Strategy Studies -
Dr.S.V.Raghavan
10. B.Sc. (Mathematics) - Mr.T.Subhramaniam
11. B.Sc. (Physics) - Dr.K.Namasivayam
12. B.Sc. (Chemistry) – Mrs.Saroja . T.
13. B.Sc. (Plant Biology & Plant Bio Technology)
- Dr.S.Natarajan
14. B.Sc. (Advanced Zoology & Bio Technology)
- Dr.K.P.Sanjayan
15. B.Sc. (Visual Communication) – Dr.Syed Ali
Mujtaba *Dr P. KAVITHA*
16. B.Sc. (Computer Science) - Mrs.R.Rajini
Surendranath
17. BCA - Dr.V.Devi
18. BBA - Mrs. Anitha Malisetty
19. B.Com (General) – Dr. Jaya Kumar,
Mrs.R.Geetha

C. Murthy

Ezhilarasi

Senthil

Shanthi

Shakila

Kumaraguru

Shanmugam

S.V. Raghavan 17/04/2017

Subhramaniam

Namasivayam

Saroja

T.

Sanjayan

Syed Ali

Mujtaba

V. Devi

Anitha

Geetha

		<p>20. B.Com (Corporate Secretaryship) – Dr. I.Babu Rathinam</p> <p>21. B.Com (Accounting & Finance) – Mrs.Gayathri Harikumar</p> <p>22. B.Com (Honours) - Mrs.Soumya <i>SOWMYA</i></p> <p>23. B.Com (Banking Management) - Mrs.R.Rama <i>R. Rama</i></p> <p>24. B.Com (Marketing Management) - Dr.R.Purushothaman <i>R. Purush</i></p> <p>25. B.Com (Information System and Management) - Mrs.V.Aswini <i>Aswini</i></p> <p>26. Tamil - Dr.M.Murthi <i>Murthi</i></p> <p>27. Hindi - Dr.Swati Palliwal <i>Swati</i></p> <p>28. Sanskrit - Mr.R.Ramesh <i>R. Ramesh</i></p> <p>29. French - Mr.N.Asogar <i>N. Asogar</i></p> <p>30. English – Prof.B.Kumaran <i>B. Kumaran</i></p> <p>31. Member Academic Council-UNOM- Dr. A.Sethuraman <i>A. Sethuraman</i></p> <p>32. B.A.English - Dr. Vimala Chandrasekhar <i>Vimala Chandrasekhar</i></p> <p>33. M.S.W. Dr. Maya. K. G. <i>Maya. K. G.</i></p>	<p><i>J. Balu Rathi 17/4/17</i></p> <p><i>Gayathri Harikumar</i></p> <p><i>D. Sowmya</i></p> <p><i>R. Rama</i></p> <p><i>R. Purush</i></p> <p><i>Aswini</i></p> <p><i>Murthi</i></p> <p><i>Swati</i></p> <p><i>R. Ramesh</i></p> <p><i>N. Asogar</i></p> <p><i>B. Kumaran</i></p> <p><i>A. Sethuraman</i></p> <p><i>Vimala Chandrasekhar</i></p> <p><i>Maya. K. G.</i></p>
5	Three / Four Teachers of the College	<p>1. Dr.T.K.Ayaikothai</p> <p>2. Dr.J.Jayanthi</p> <p>3. Dr.K.Kulasekar</p> <p>4. Dr.N.C.Rajashree</p>	<p><i>J. P. D. R. Rathi</i></p> <p><i>J. Jayanthi</i></p> <p><i>K. Kulasekar</i></p> <p><i>N. C. Rajashree</i></p> <p><i>17/4/2017</i></p>
6	A Faculty Member Nominated by the Principal (Member Secretary)	Dr.Gunita Arun Chandhok, Director	<p><i>Gunita Arun Chandhok</i></p> <p><i>17/4/17</i></p>
7	Special Invitees	<p>1. Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai</p> <p>2. Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English Guru Nanak College, Chennai</p>	<p><i>S. Savithri</i></p>



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Third Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



THE THIRD MEETING OF THE ACADEMIC COUNCIL

Date: Friday, 23rd February, 2018

Time: 11.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042



GURU NANAK COLLEGE (AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

THE THIRD MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall

Date: Friday 23rd February 2018 Time: 11.00 a.m

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
<i>Chairman</i>	
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.
<i>Nominees of the University of Madras (Three Persons)</i>	
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai
<i>Experts from Outside College nominated by Governing Body (Four Persons)</i>	
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyyer & Thomas, Chennai
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai
<i>Heads of the Departments (Thirty Persons)</i>	
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai
11.	Dr R.M.Ezhilarasi Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai
12.	Mr. V. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai
18.	Mr. T. Subramaniam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai
20.	Mrs.T.Saroja Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
22.	Dr. K.P.Sanjayan Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai
23.	Dr. Y. Hariprasad Reddy Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai
24.	Dr Syed Ali Mujitaba Assistant Professor & Head Dept. of Visual Communication, Guru Nanak College, Chennai
25.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science, Guru Nanak College, Chennai
26.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications, Guru Nanak College, Chennai
27.	Mrs. Anitha Malisetty Assistant Professor & Head, Dept. of Business Administration, Guru Nanak College, Chennai
28.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General), Guru Nanak College, Chennai
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance), Guru Nanak College, Chennai
30.	Mrs. D.Sowmya Assistant Professor & Head i/c, Dept. of Commerce (Honours), Guru Nanak College, Chennai
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management), Guru Nanak College, Chennai
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management), Guru Nanak College, Chennai
33.	Mrs.V.Aswini Assistant Professor & Head i/c, Dept. of Commerce (Information System Management), Guru Nanak College, Chennai
34.	Dr Vimala Chandrasekharan Assistant Professor & Head, Dept. of English, Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
35.	Dr K.G.Maya Assistant Professor & Head, PG Dept. of Social work Guru Nanak College, Chennai
36.	Dr.Amandeep Hora Assistant Professor & Head, Dept. of Biotechnology Guru Nanak College, Chennai
37.	Dr J. Vanathi Assistant Professor & Head, Dept. of Information Technology Guru Nanak College, Chennai
38.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai
39.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai
40.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai
41.	Mr. N. Asogar Assistant Professor & Head, Dept. of French Guru Nanak College, Chennai
42.	Mr. B.Kumaran Associate Professor & Head, Dept. of English Guru Nanak College, Chennai
43.	Dr A.Sethuraman Member Academic Council- University of Madras
<i>Teachers Representing Different Categories (Four Persons)</i>	
44.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai
45.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai
46.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai
47.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
<i>Faculty Member Nominated by the Principal (Member Secretary)</i>	
48.	Dr. Gunita Arun Chandhok Director (Shift II) Guru Nanak College, Chennai
<i>Special Invitees</i>	
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai
50.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English, Guru Nanak College, Chennai



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at “A” Grade by NAAC Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

THIRD MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: 23rd February, 2018

Time: 11.00 a.m.

Venue: Guru Ramdas Seminar Hall

1. Welcome Address by the Principal.
2. Discussion Points –
 - Introduction of IDE for the UG students in the Vth Semester.
 - Introduction of New Course – BSc Biotechnology
 - Augmentation of Placements with the pre-placement sessions
3. Any other matter (With the Permission of the Chair)

MINUTES OF THE THIRD ACADEMIC COUNCIL MEETING

Place of Meeting: Guru Ramdas Seminar Hall

Date: 23rd February, 2018

Time: 11.00 A.M

- The meeting began at 11 am in the Guru Ram Das Seminar Hall.
- The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months.
- The Dean Academics, Dr. K.P. Sanjayan, brought forward the points to be discussed and decisions to be taken.
- Deliberations on the introduction of Inter disciplinary Elective (IDE) were carried out and it was decided that the IDE paper would be introduced in the V Semester for the UG Students as an elective paper, where the students can choose any course of his/her interest offered by various departments.
- To meet the current market demand a new course BSc Biotechnology has been introduced in the academic year 2017-18.
- To enhance the placement opportunities to the students of Guru Nanak College, the College has decided to conduct pre-placement programs for the final year students. It was appreciated by the members of the academic council.

PRINCIPAL'S REPORT

Hon'ble Chairman and Members of the Governing Body

A Very Good Morning.

I am happy to record the accelerated growth and accomplishments ever since we attained Autonomous Status. During the past three years, we have been moving steadily ahead in all the three areas, namely Teaching, Research and Extension.

Milestones Achieved

The “Global Understanding for Sustainable Development Award” was conferred on Guru Nanak College for representing India in the **India-Sri Lanka Youth Exchange 2017** conducted by the Ministry of National Policies and Economic Affairs, Government of Sri Lanka, on 4th September 2017.

The Government of Tamil Nadu renamed the Velachery Main Road from Guru Nanak College to Vijaya Nagar Bus Terminus as “Guru Nanak Salai”.

❖ Ranking by Media

India today in its ranking of the top 100 academic institutions in India has accorded –

- 68th place for commerce
- 58th place for Arts
- 56th Place for Science
- 33rd place for BBA
- 31st place for BCA
- Likewise among colleges in Chennai our college is
- 4th place in BBA
- 5th place in BCA and science stream
- And 7th place in commerce

❖ Academic Programmes

To keep pace with the challenging environment, the college has extended the number and scope of its academic programmes.

i) B. Sc. Bio-Technology and 14 certificate courses were introduced in the academic year 2017-18.

Funding

Department of Biotechnology sanctioned 1.04 crores to strengthen the undergraduate science departments, as it attained star status envisaged by DST.

❖ Research Activities

8 faculty members and 5 research scholars from GRI were awarded PhD in 2017 – 18. I would like to point out that among our teaching faculty there are 23 Research Guides for the University of Madras and other universities. Most of our faculty members have presented papers at international and national conferences.

S.No	TITLE	FUNDING AGENCY	YEAR & DURATION	COST
1	Synthesis and exploration of aqueous phase catalysis of magnetic Dendron nanohybrid materials	SERB Dr. Rangasamy Dept. Of Chemistry	2018 (3 Y)	20,80,000/-
2	Smart dressing based on collagen exhibiting antibacterial, anti-inflammatory and anti collagenase activity	DST (WOS-A) Dr. Sripriya Mentor: Dr. SS Jayaraj Dept. Of Adv. Zoology & Biotechnology	2018 (3 Y)	28,02,000/-

❖ Academic Enrichment Activities:

➤ Seminars / Conferences / Workshops organized.

- All the departments organized Guest lectures, seminars, workshops, Inter-collegiate fests for the students.
- Four International Conferences were organized (Life sciences with GRI, English, B.Com (Hons), Chemistry).
- Five National Conferences were organized MBA, MCA, BCA, B Com (A & F) and B Com (Hons).
- A National seminar was organized by the Department of Tamil
- The Departments of Biotechnology and Computer Science organized national workshops

➤ Paper Presentations & Publications

Paper Presentations and Publications were made by **142** faculty members of the college.

➤ Faculty Development Programme (FDP)

- The Department of BBA organized an FDP on “Research and Andragogical Skills” in September 2017.

❖ RECOGNITION

- **Dr. M. Selvaraj, Principal**, was conferred the “**Lifetime Educator Award**” by “Pari Foundation”, on 17th September 2017 at Chennai. This was in recognition of his contribution for educating and motivating the economically backward student community.

- **Dr. M. Selvaraj** took part in a week long residential programme titled “Specialized Course on Teaching-Learning in Higher Education,” which was organised by **National University of Educational Planning and Administration (NUEPA)** in November 2017 at New Delhi.
- **Dr. M. Selvaraj** is a Member of the Technical Expert Committee of the Tamil Nadu Pollution Board, Government of Tamil Nadu. He is also the University Representative on various Governing Bodies like Pachaiyappas College and Member of Board of Studies in Polymer Science, University of Madras.
- **Dr. Gunita Arun Chandhok, Director** (Shift II) was conferred “**Award for Educational Leadership**” for her excellent service rendered in the field of Education at the Indo Global Education Summit 2017organised by Indus Foundation, New Jersey , USA on 22nd July 2017 in Chennai.
She was also conferred the “**Best Administrator Award–Director 2017**” at the National Summit held in Madurai, organised by Pearl Foundation on 10th December 2017. She is also an Advisory member on the “Editorial Board” of a book titled “Gender disparity and Women empowerment” published in 2018.
- **Dr. V. P. Nedunchezhiyan**, Associate Professor, Dept. Defence and Strategic Studies, represented Tamil Nadu as a member of a High Level Delegation team invited by the Government of Iran to participate in the “**International IRAN EXPO 2017**” held at Tehran, Iran, from 31st October to 3rd November 2017.
- **Dr.T.K.Avvaikothai**, Associate Professor of Commerce received two Awards, namely “Life Time Achievement Award” and “Award for Academic Excellence in Teaching and Research”
- **Dr Syed Ali Mujtaba**, Head, Dept. of Visual Communication received an honor from the East West Center, University of Hawaii for his contribution to the field of media studies and learning.
- **Ms. R. Radhika**, Assistant Professor Department of English, received the “Best Paper Presenter Award” on the 26th International Conference on Teaching, Education and Learning (ICTEL), at Nanyang Technological University, Singapore, held on 8th& 9th November 2017. She was conferred the “Award for Teaching Excellence” at the National Summit held in Madurai, organised by Pearl Foundation on 10th December 2017
- **Dr. Ajanta Devi**, Assistant Professor Department of BCA, **Dr. V. J. Chakravarthy** and **Ms. G. Vijayalakshmi Balaji**, Assistant Professors Department of B.Sc. Computer Science received the “Young Researcher Award” at the Republic Day Achievers Award function organised by “Integrated Intelligent Research” on 18th Jan 2018 at Chennai.

❖ RETIREES

Dr. S. Natarajan and Dr A Sethuraman of the Department of Plant Biology and Bio Technology and **Dr K.P Sanjayan** of Advanced Zoology and Bio technology retired from active service after a long and illustrious career at Guru Nanak College.

EXTENSION SERVICES

Teaching, Research and Extension are the three major objectives of Tertiary level of Education. Guru Nanak College has been paying equal attention to all these three aspects in our curriculum. To name a few:

- **NSS of Guru Nanak College** organized 22 programmes to create awareness on social issues. The NSS Unit co-ordinated with HDFC Bank and organized a Blood Donation Camp on 6th & 7th December 2017. NSS unit organized 7 days - special camp programme at Thiruvanchery village, Selaiyur, Kanchipuram (Dt) and conducted various events from 24th to 30th December 2017.
- **NCC AIR & ARMY WINGS** - BCA students attended “AIVSC” i.e., All India Vayu Sainik Camp, the camp for Airwing NCC cadets, and participated in “Aeromodelling - RC powered flying” where students made a model aircraft successfully and were honoured with a silver medal at the National Level. Cadet Corporal Manivannan G, Cadet Corporal Arun A and Poovarasan of BCA received gold medals.

PLACEMENT CELL

- A total of 595 students got placed in various corporate sectors in the academic year 2017 – 18. The students were placed in Ernst and young, Deloitte, Amazon, Sutherland (voice), TCS, TVS (Autosense Pvt Ltd), Govche India Pvt Ltd, Cognizant, Dell Capgemni, Medplus, Webboombaa, Visionary RCM, IIT Madras , Allsec technologies & CAMS , HR solutions and Just Dial.

❖ PAVIT SINGH NAYAR MEMORIAL TROPHY – 4th EDITION- AN INTER COLLEGIATE T20 CRICKET TOURNAMENT ACROSS SOUTH INDIA

The 4th Edition of “The Pavit Singh Nayar Memorial South India Level Inter Collegiate T20 Cricket Tournament for Men & Women 2017-18” was organised from 2nd to 7th March 2018. The chief guest for the inauguration was Mr. Harbhajan Singh, Indian Cricketer. The tournament was sponsored by Southern Motorcycles, Medavakkam and Authorized Spare Parts Distributor of Hero and Hero Moto Corp. Prize Money of Rs.20, 000/- for winners and Rs.10, 000/- for runners (for Men and Women separately) and best players of the series were awarded with a hero scooters. 14 Men and 5 Women Teams from various institutions participated in 18 matches. The Chief Guest for the valedictory was Shri. Deepak M. Damor, IPS, DIG, Govt. Railway Police, Tamil Nadu. Women’s Final Winners – M.O.P. Vaishnav College for Women, and Runners – JBAS College for Women, Men’s Final Winners – Guru Nanak College Runners – Loyola College.

STUDENT STRENGTH _SHIFT I

S.NO	DEPARTMENT NAME	I YEAR		II YEAR		III YEAR		TOTAL		GRAND TOTAL
		Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	
ARTS										
1	B.A. Economics	114	27	127	36	100	62	341	125	466
2	B.A. Defence and Strategic Studies	63	18	72	4	62	9	197	31	228
3	M.A. Economics	7	10	11	8	-	-	18	18	36
Total		184	55	210	48	162	71	556	174	730
SCIENCE										
1	B.Sc., Mathematics	52	23	46	23	47	21	145	67	212
2	B.Sc., Physics	36	14	32	16	43	10	111	40	151
3	B.Sc., Chemistry	35	9	35	14	34	17	104	40	144
4	B.Sc., Plant Biology and Plant Biotechnology	22	20	23	25	30	22	75	67	142
5	B.Sc., Advanced Zoology and Biotechnology	28	18	29	24	28	23	85	65	150
6	M.Sc., Chemistry	16	10	16	8	-	-	32	18	50
Total		189	94	181	110	182	93	552	297	849
COMMERCE										
1	B.Com., General	109	51	105	52	112	46	326	149	475
2	B.Com., Corporate Secretaryship	58	18	49	21	53	23	160	62	222
3	M.Com., General	30	14	21	17	-	-	51	31	82
Total		197	83	175	90	165	69	537	242	779
Grand Total										2358

STUDENT STRENGTH _ SHIFT II

S.NO	DEPARTMENT NAME	I YEAR		II YEAR		III YEAR		TOTAL		GRAND TOTAL
		Boys	Girls	Boys	Girls	Boys	Girls	Boys	Girls	
ARTS										
1	B.A. English	46	23	36	28	26	41	108	92	200
2	M.S.W. Master of Social Work	25	8	8	6	-	-	33	14	47
Total		71	31	44	34	26	41	141	106	247
SCIENCE										
1	B.C.A. Computer Application	144	8	144	19	142	22	430	49	479
2	B.Sc., Computer Science	145	7	147	14	145	17	437	38	475
3	B.Sc., Visual Communication	37	2	50	1	43	2	130	5	135
4	B.Sc. Biotechnology	20	12	24	21	-	-	44	33	77
5	B.Sc. Information Technology	44	6	-	-	-	-	44	6	50
6	M.Sc., Zoology	5	5	5	5	-	-	10	10	20
7	M.Sc., Mathematics	7	37	12	32	-	-	19	69	88
8	M.C.A. Master of Computer Application	16	4	61	10	58	9	135	23	158
Total		418	81	443	102	388	50	1249	233	1482
COMMERCE										
1	B.B.A. Business Administration	124	14	129	21	126	27	379	62	441
2	B.Com., Accounting and Finance	110	37	125	21	127	24	362	82	444
3	B.Com., Corporate Secretaryship	56	12	66	10	64	11	186	33	219
4	B.Com., Honours	29	11	32	12	32	9	93	32	125
5	B.Com., Bank Management	63	7	64	11	62	14	189	32	221
6	B.Com., Marketing Management	64	4	57	11	59	16	180	31	211
7	B.Com., Information Systems Management	61	9	60	11	61	8	182	28	210
8	B.Com., General	177	39	188	40	181	43	546	122	668
9	M.B.A. Master of Business Administration	39	15	45	14	-	-	84	29	113
Total		723	148	766	151	712	152	2201	451	2652
Grand Total										4381

❖ **RAINWATER HARVESTING**

The Project has been funded by Asian Paints and the Designing Execution was done by Akash Ganga Trust, Chennai. Through this project 25 pits were constructed at various places in the campus.

❖ **BAN ON PLASTICS**

Following the State Government's plastic ban initiative, our college has also taken steps to ban single use plastic on campus. Disposable plates and cups were replaced.

❖ **PRIVATE EDUCATIONAL SCHOLARSHIP**

A Scholarship instituted by Maharani Vidyavathi Devi of Vizianagaram Trust is available for the students. In the year 2017-18, 15 students have availed this scholarship amounting to a total of 3 lakh rupees.



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at "A" Grade by NAAC Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)


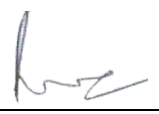
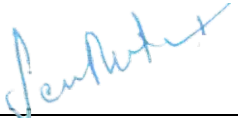

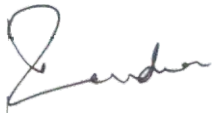

Guru Nanak Salai, Velachery, Chennai-600 042




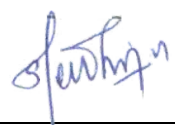




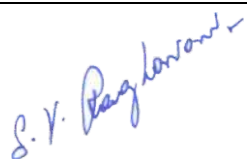




THE THIRD MEETING OF THE ACADEMIC COUNCIL


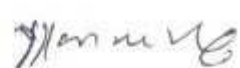




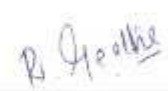




Place of Meeting: Guru Ramdas Seminar Hall


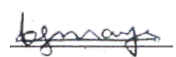

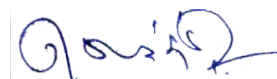






Date: 23rd February, 2018






Time: 11.00 A.M

SL.NO.	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.	
Nominees of the University of Madras (Three Persons)		
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai	
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore	
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai	
Experts from Outside College nominated by Governing Body (Four Persons)		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, Chennai	
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai	
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai	
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai	
Heads of the Departments		

SL.NO.	NAME & DESIGNATION	SIGNATURE
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai	
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai	
11.	Dr.R.M.Ezhilarasi Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai	
12.	Mr. V. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai	
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai	
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai	
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai	
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai	
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai	
18.	Mr. T. Subramaniam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai	
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai	
20.	Mrs. T.Saroja Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai	
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
22.	Dr.K.P.Sanjayan Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai	
23.	Dr. Y. Hariprasad Reddy Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai	
24.	Dr Syed Ali Mujitaba Assistant Professor & Head Dept. of Visual Communication, Guru Nanak College, Chennai	
25.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science, Guru Nanak College, Chennai	
26.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications, Guru Nanak College, Chennai	
27.	Mrs. Anitha Malisetty Assistant Professor & Head, Dept. of Business Administration, Guru Nanak College, Chennai	
28.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General), Guru Nanak College, Chennai	
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance), Guru Nanak College, Chennai	
30.	Mrs. D.Sowmya Assistant Professor & Head i/c, Dept. of Commerce (Honours), Guru Nanak College, Chennai	
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management), Guru Nanak College, Chennai	
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management), Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
33.	Mrs. V.Aswini Assistant Professor & Head i/c, Dept. of Commerce (Information System Management), Guru Nanak College, Chennai	
34.	Dr Vimala Chandrasekharan Assistant Professor & Head, Dept. of English, Guru Nanak College, Chennai	
35.	Dr K.G.Maya Assistant Professor & Head, PG Dept. of Social work Guru Nanak College, Chennai	
36.	Dr.Amandeep Hora Assistant Professor & Head, Dept. of Biotechnology Guru Nanak College, Chennai	
37.	Dr J. Vanathi Assistant Professor & Head, Dept. of Information Technology Guru Nanak College, Chennai	
38.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai	
39.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai	
40.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai	
41.	Mr. N. Asogar Assistant Professor & Head, Dept. of French Guru Nanak College, Chennai	
42.	Mr. B.Kumaran Associate Professor & Head, Dept. of English Guru Nanak College, Chennai	
43.	Dr A.Sethuraman Member Academic Council- University of Madras	
Teachers Representing Different Categories (Four Persons)		
44.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai	
45.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
46.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai	
47.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai	
Faculty Member Nominated by the Principal (Member Secretary)		
48.	Dr. Gunita Arun Chandhok Director (Shift II) Guru Nanak College, Chennai	
Special Invitees		
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai	
50.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English, Guru Nanak College, Chennai	



Guru Nanak College (Autonomous)

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No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Fourth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE FOURTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Saturday, 13th October, 2018

Time: 11.00 a.m.

**Place: Guru Ramdas Seminar Hall
Guru Nanak College
Chennai-600 042.**



GURU NANAK COLLEGE (AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

THE FOURTH MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall

Date: Saturday 13th October 2018 Time: 11.00 a.m

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
<i>Chairman</i>	
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.
<i>Nominees of the University of Madras (Three Persons)</i>	
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<i>Experts from Outside College nominated by Governing Body (Four Persons)</i>	
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7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai
<i>Heads of the Departments (Thirty Persons)</i>	
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai

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10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai
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SL.NO.	NAME & DESIGNATION
<i>Faculty Member Nominated by the Principal (Member Secretary)</i>	
48.	Dr. Gunita Arun Chandhok Director (Shift II) Guru Nanak College, Chennai
<i>Special Invitees</i>	
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai
50.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English, Guru Nanak College, Chennai



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A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

FOURTH MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: Saturday, 13th October, 2018

Time: 11.00 a.m.

Venue: Guru Ramdas Seminar Hall

1. Welcome Address by the Principal.
2. Discussion Points –
 - Updated regulations of Guru Nanak College
 - IDE Papers to be offered for the UG students in the Vth Semester.
 - Proposal to introduce a PG course (M.A. Defence and Strategic Studies) from the academic year 2019-20
3. Any other matter (With the Permission of the Chair)

MINUTES OF THE FOURTH ACADEMIC COUNCIL

- ❖ The meeting began at 11 am in the Guru Ram Das Seminar Hall.
- ❖ The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months.
- ❖ The Dean Academics, Dr. Suresh George brought forward the points to be discussed and decisions to be taken.
- ❖ The updated regulations of Guru Nanak College, which includes Inter disciplinary Elective (IDE) papers and introduction of MOOCS courses for the students was approved by the academic council members. And, it will be followed from the academic year 2019-2020 onwards.
- ❖ The 3rd Academic Council approved the proposal to introduce Interdisciplinary Elective (IDE) in the Vth Semester for the 2019 Batch of students onwards. The IDE Papers from the departments are placed and approved in their respective BOS and brought forward to this academic council meeting for approval.
- ❖ The IDE papers are as follows:

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	B.A Economics	Principles of Insurance and Risk Management
2	B.A Defence & Strategic Studies	An Introduction to Defence Journalism
3	B.Sc. Mathematics	Numerical Analysis
4	B.Sc. Physics	Introduction to Integrated Electronics
5	B.Sc. Chemistry	Chemistry in Everyday life
6	B.Sc. Plant Biology & Biotechnology	Horticulture & Mushroom Cultivation
7	B.Sc. Advanced Zoology & Biotechnology	Wildlife Conservation
8	B.Com (General)	Entrepreneurial Development -1
9	B.Com Corporate Secretaryship	Entrepreneurial Development -2
10	B.B.A	Managerial Skill Development
11	B.C.A	E - Commerce
12	B.Com (A&F)	Indian Constitution and Human Rights
13	B.Com (General)	Entrepreneurial Development -3

14	B.Com (Corp. Sec)	Entrepreneurial Development - 4
15	B.Sc. Computer Science	Internet and Its Applications
16	B.Sc. Visual Communication	Understanding Film
17	B.Com (BM)	Personal Investment Planning
18	B.Com (MM)	Tourism Management
19	B.Com (ISM)	Essentials of Office Automation Tools and E- Mail Etiquette
20	B.A English Literature	Travel Writing
21	B.Sc. Biotechnology	Intellectual Property Rights
22	B.Sc. Information Technology	Web Designing

To keep pace with the challenging environment, the college has extended the number and scope of its academic programmes.

i) B. Sc. (Information Technology) and 13 Certificate courses were introduced from the academic year 2018-19.

ii) M. A. Defence & Strategic Studies will be introduced in the Department of Defence & Strategic Studies from the academic year 2019-20.

The Dean-Academics, Dr. Suresh George reported the following items:

1. After a request from the College, the University of Madras sanctioned an additional number of seats for MSc Zoology and the current strength has been increased from 10 to 20.
2. The first year students attended a Bridge Course in English, Computing skills and Mathematics before the beginning of the Academic year.
5. Guru Nanak Centre for Research will take up the initiative and involve students in Research projects

Dr. Cauveri from SRM questioned if what we teach in College meets the requirements of the industry. She mentioned that there was a need to bridge the gap between industry and academia. She also made few more suggestions:

- The writing skills of the students should be honed (things like report writing should be taught so that students don't lack communication skills when they join the industry).
- Just like workshops, faculty should be permitted to have an internship with the industry so that they get an idea of the expectations of the Industry.

- Though we have well equipped language labs, catering to a huge number of students is a daunting task. In this connection, she suggested that we should have a uniform set of materials customized to suit the needs of the students. (She gave examples of how Oxford University Press and Cambridge University Press materials were standardized and readily available). She added that by using these materials which are based on competitive exams, we could make them useful and more relevant to the students' needs.

Dr. Amutha Santhanam, University nominee, talked about the necessity of industrial visits, encouraging students and faculty to register for online programmes like MOOCs run by NPTEL, and other service providers.

Dr. Habeeb Ahmad, University nominee stressed that the students needed to focus and concentrate on research. He also pointed out that, if the current trend continued the College would scale greater heights.

The General Secretary emphasized about the qualitative and practical aspects of teaching and said our syllabi should be skill oriented. He touched upon various other points namely;

- The twinning programme with Pondicherry University which was seen as a kind of ISR. (He mentioned that we have a high volume of students who apply for the various courses but we are unable to accommodate all of them).
- The Guru Nanak Centre for Skill Development which would offer certificate courses to make the students industry ready.
- The Admission process for this year was a smooth process as it was entirely online. The students were also given their ID cards immediately after admission.
- IMS (Integrated Management System), a recent addition to the system, which ensures the smooth functioning of the entire process on campus.
- Faculty Development Programmes which are a necessity will be offered to the willing staff members.
- Signing of MOUs-a few had already been signed and they were looking at the quality of these more than the quantity. Digitalization was a new area and the College was already training students for this. He said even though companies claimed they were doing their CSR, it was just for appearances and very rarely anything constructive emerged from it.

Dr. Cauveri pointed out that language teachers especially English teachers are not treated on par with the subject teachers. She said it was essential that English teachers developed a love for the language, had the competence to handle classes besides having the confidence to express them clearly. Though technology has crept into every sphere of teaching/learning what was required

was the teacher's commitment to teaching. Technological tools can be used to complement what the teachers did.

The General Secretary continued with his points. He said our College admitted students from various strata of society, purely on merit, without discriminating on the basis of caste or religion. He also wanted the language teachers to take it upon themselves and express their views on all matters pertaining to the College.

The meeting ended at 12.30 pm with the Principal thanking the members, for their active participation.

PRINCIPAL'S REPORT

Recognition

Staffordshire University, UK and Education Matters presented 'A Higher Education Excellence Award-Arts and Science Colleges, Chennai' to Guru Nanak College

On 5th May 2018, the President of our Country Shri. Ramnath Kovind ji, visited our campus did two great deeds number one, he inaugurated the state-of-the-art Guru Amar Das Block that contains Baba Deep Singh Auditorium, MBA, MCA and Visual Communication Departments. Secondly, he addressed the 42nd Graduation Day and awarded Gold Medals and the Degree Certificates to the University Rank Holders. It is a very rare event, as the President of India had never given convocation addresses to institutions other than IITs, IISC and institutions of national importance.

Academic Enrichment Activities:

Faculty Development Programme (FDP)

- A FDP was organized for the faculty members by Layam Academy in May 2018.

Recognition

- Dr.Gunita Arun Chandok, Director (Shift II) was the speaker for International Youth Exchange Programme with Mr. Rahul Gandhi as Chief Guest on 10th March, 2018 at Malaysia

Academic Programmes

To keep pace with the challenging environment, the College has extended both the number and scope of its academic programmes.

A P.G programme in Defence & Strategic Studies has been introduced from this academic year.

Restructuring of Academic Administration: The College has restructured the academic administration for efficient and effective functioning by appointing the following:

VP – Student Affairs, Shift I

Dean - Research

Dean- Sciences

Dean Admin – IT, Dean Admin -Sciences, Dean Admin- Management

Office of The Controller of Examinations – A technology enhanced system has been put in place for a smoother conduct of the examinations.

Integrated Management System: To enhance the effective functioning of the College administration, an Integrated Management System (IMS) under the COE has been established. All data pertaining to the College has been centralized. Further, the admission process was completely 'Online' and this made the admission process very rapid and smooth. The Principal placed on record that this academic year, the College has received a record number of applications **20511** for all the departments (i.e, 19927 in UG, 584 in PG). The IMS team had issued the ID cards to the students on the day of the admission itself. The current student strength for Guru Nanak College is **6475 (2294 in Shift I and 4181 in Shift II)**. This includes both UG and PG Courses.

Research Activities

- ❖ To commemorate the 550th birth anniversary of Shri Guru Nanak Devji, a new centre for research "**Guru Nanak Centre for Research**" has been initiated in the year 2019. It was begun with a view to bring together academicians and researchers in the fields of Basic Sciences, Applied Sciences, Social Sciences, Commerce and Management Studies by providing a platform for ground breaking research. GNCMR aims at paving the way in the pursuit of basic, applied and advanced research as well as fostering extension activities in various fields.
- ❖ GNCMR will function as an Incubation Centre and will monitor all research activities and will disseminate knowledge among the academicians involved in research and promote industrial collaboration involving active R&D Projects.
- ❖ The number of Research supervisors has increased from 24 to 26 and Research Scholars from 114 to 121.
- ❖ 10 Research scholars were awarded Ph. D. in the last six months.
- ❖ A "**Student Research Club**" was initiated which engages the undergraduate students in active research. The aim is to provide a platform for young minds to nurture their ideas related to research in all disciplines and motivate them to think and apply the theoretical concepts.
- ❖ The G. S. Gill Research Institute, a wing of GNCMR which was earlier involved in exclusive research on insect-plant interaction will receive a new face lift as it forays into inter-disciplinary research in Life Sciences.
- ❖ To strengthen the existing S&T infrastructure the College has applied for "Fund for Improvement of S&T infrastructure in Universities & Higher Educational Institutions (**FIST**)" under the Department of Science & Technology (DST).
- ❖ The College has applied for the New Generation Innovation and Entrepreneurship Development Centre (New Gen IEDC) a programme launched by National Science and

Technology Entrepreneurship Development Board (NSTEDB), Department of Science & Technology (DST), Government of India. New Gen IEDC will aim to inculcate the spirit of innovation and entrepreneurship amongst the young S&T students, encourage and support start-up creation through guidance, mentorship and support.

- ❖ Three Candidates are applying under the DST - Women Scientist Scheme. Pre proposals have been uploaded for the same.
- ❖ Seed money to be allotted for innovative research related 'start ups' for the undergraduate students. Seed money will also be provided for staff members with innovative research projects.
- ❖ To encourage the staff to engage in quality research, an amount of Rs.10,000/ has been earmarked for best paper publication/ presentation and Rs.50,000/ for the best research proposal.

Guru Nanak Centre for Skill Development

- The Guru Nanak Centre for Skill Development has been established this academic year. It aims at collaborating with reputed professional institutions and accrediting bodies, both within the country and abroad to provide opportunities to its students to pursue various job oriented courses recognized by the industry. It also focusses on helping students acquire and enhance the competence required to sustain and stay ahead of competition in their quest for securing employment.

- The Centre is engaged in discussions with various reputed professional institutions and accrediting bodies including MSME, NIELIT and Stenographer's Guild for introducing various professional certification programmes like:

Tally ERP 9.0, Information System Security, Cloud Computing, Python Programming, Office Automation, Office Management and Industrial Relations

- In addition, the Centre is also in discussions with KVIC and MSME for imparting **skill training to students** in areas such as:

Tailoring, Simple Chemicals, Apiculture, Bakery, Fruit & Vegetable Canning, Cell Phone Servicing, Laptop Services etc., to equip them establish their own cottage industries with technical and marketing support. Such courses may be extended to school drop outs and the public at large as part of the institution's **Social Responsibility Programme**.

Further, the Centre proposes to collaborate with M/s. Hero MotoCorp to conduct a certificate programme titled **Two Wheeler Technician Programme**

Media Centre

The College has proposed to establish a Media centre, where the Departments of Languages will assist the Department of Visual Communication in an in depth coverage of the College activities throughout the year.

Accommodation for Students

New Hostel Facilities – The College has facilitated the students to be accommodated in the private hostels in the neighborhood.

Red Ribbon club organised an “Aids Awareness Programme” on 31st March 2018.

Academic Enrichment Activities:

The students of Guru Nanak College have excelled in both the academics and extra-curricular activities. 42 overall trophies were won by our students in the last six months.

Seminars and Workshops: Around 30 faculty members of Guru Nanak College have participated in National Seminars, and workshops, served as guest speakers, also served as external members for PhD Viva Voce.

Paper Presentations & Publications – The faculty members have published around 50 papers in leading journals.

- **Recognition:** **Dr. M. K. Shakila**, Director, Dept. of MBA, was conferred with the "**Young Educator and Scholar Award**" by National Foundation for Entrepreneurship Development, on the Teachers Day Celebrations, on 5th September, 2018 at Coimbatore.
- **Dr. Amaresan & Dr. S. Kokila**, Assistant Professors, Dept. of Tamil, were conferred with “Best Teacher Award” by Pare Foundation on 16th September 2018.

The Department of Commerce, (Shift-I) conducted a Faculty Development Programme (FDP) – on **Basics in Tally-60** faculty members participated in the FDP.

- A Management Development Programme supported by HDFC was organised by the Department of MBA, on the topic, 'Stress Management' on 17th October 2018

Placement Cell - 14 top companies like (E & Y, AllSec, Capgemini, HCL, InfoSys, NTrust, Sutherland to name a few) visited our campus in the year 2018-19 and 680 students were placed.

Pass Percentages – The average pass percentages for the batch 2016-2019 in UG is 73.0084 and 98.53 in PG. The pass percentage for the batch 2017-19 in PG is 83.20.

Department of Library

The Department of Library progressed in many ways; recently, 957 books worth Rs. 5.44 lacs were purchased under DBT Star College Scheme. The purchased books were processed and transferred to the concerned Department libraries.

This year, an executive member from the student council has been specifically elected to promote library and its services among students and staff.

Finally, he thanked all the members for sharing their valuable suggestions.



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at "A" Grade by NAAC Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)


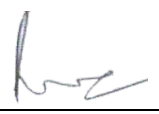
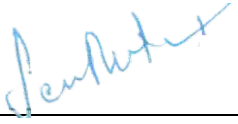

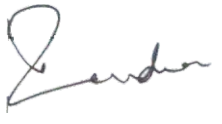

Guru Nanak Salai, Velachery, Chennai-600 042




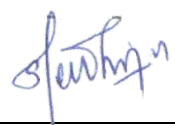




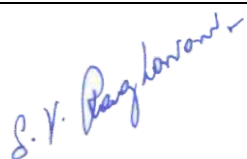




THE FOURTH MEETING OF THE ACADEMIC COUNCIL


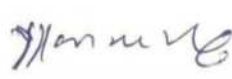

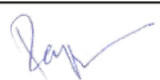
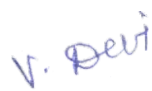
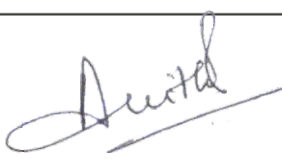





Place of Meeting: Guru Ramdas Seminar Hall


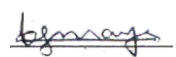

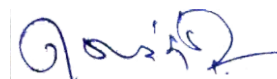





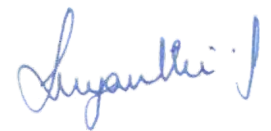
Date: 13th October, 2018






Time: 11.00 A.M

SL.NO.	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.	
Nominees of the University of Madras (Three Persons)		
2.	Dr. K. Ramesh Associate Professor, Dept. of Economics Presidency College, Chennai	
3.	Dr. B. Senthil Kumar Professor & Head, Dept. of Zoology Thiruvallur University, Vellore	
4.	Dr. R. Rangarajan Professor, Dept. of Commerce University of Madras, Chennai	
Experts from Outside College nominated by Governing Body (Four Persons)		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, Chennai	
6.	Mrs. Anitha Rajendran Associate Professor, Women's Christian College, Chennai	
7.	Dr. Leo Alexander Associate Professor, Loyola College, Chennai	
8.	Dr. Uma Rani Professor, Dept. of Commerce Dr. M.G.R. University, Maduravoyal, Chennai	
Heads of the Departments		

SL.NO.	NAME & DESIGNATION	SIGNATURE
9.	Dr. C. Murthi Associate Professor & Head, Dept. of Economics Guru Nanak College, Chennai	
10.	Dr. M.V. Arulalan Associate Professor & Head, Dept. of Commerce Guru Nanak College, Chennai	
11.	Dr.R.M.Ezhilarasi Associate Professor & Head, Dept. of Chemistry Guru Nanak College, Chennai	
12.	Mr. V. Senthil Vairavan Assistant Professor, Dept. of Zoology Guru Nanak College, Chennai	
13.	Mrs. M. Shanthi Assistant Professor, Dept. of Mathematics Guru Nanak College, Chennai	
14.	Dr. M.K. Shakila Director, Dept. of MBA Guru Nanak College, Chennai	
15.	Dr. P.V. Kumaraguru Head, Dept. of MCA Guru Nanak College, Chennai	
16.	Mr. M. Sivaraj Associate Professor, Dept. of Economics Guru Nanak College, Chennai	
17.	Dr. S.V. Raghavan Associate Professor & Head, Dept. of Defence and Strategic Studies Guru Nanak College, Chennai	
18.	Mr. T. Subramaniam Associate Professor & Head, Dept. of Mathematics Guru Nanak College, Chennai	
19.	Dr. K. Namasivayam Associate Professor & Head, Dept. of Physics Guru Nanak College, Chennai	
20.	Mrs. T.Saroja Associate Professor, Dept. of Chemistry Guru Nanak College, Chennai	
21.	Dr. S. Natarajan Associate Professor & Head, Dept. of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
22.	Dr. M.G.Ragunathan Associate Professor & Head, Dept. of Advanced Zoology and Bio Technology Guru Nanak College, Chennai	
23.	Dr. Y. Hariprasad Reddy Associate Professor & Head, Dept. of Corporate Secretaryship Guru Nanak College, Chennai	
24.	Dr Syed Ali Mujitaba Assistant Professor & Head Dept. of Visual Communication, Guru Nanak College, Chennai	
25.	Mrs. R. Rajini Surendranath Assistant Professor & Head, Dept. of Computer Science, Guru Nanak College, Chennai	
26.	Mrs. V. Devi Assistant Professor & Head, Dept. of Computer Applications, Guru Nanak College, Chennai	
27.	Mrs. Anitha Malisetty Assistant Professor & Head, Dept. of Business Administration, Guru Nanak College, Chennai	
28.	Mrs. R. Geetha Assistant Professor & Head, Dept. of Commerce (General), Guru Nanak College, Chennai	
29.	Mrs. Gayathri Harikumar Assistant Professor & Head, Dept. of Commerce (Accounting & Finance), Guru Nanak College, Chennai	
30.	Mrs. D.Sowmya Assistant Professor & Head i/c, Dept. of Commerce (Honours), Guru Nanak College, Chennai	
31.	Mrs. R. Rama Assistant Professor & Head i/c, Dept. of Commerce (Banking Management), Guru Nanak College, Chennai	
32.	Dr. R. Purushothaman Assistant Professor & Head i/c, Dept. of Commerce (Marketing Management), Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
33.	Mrs. Sheba Assistant Professor & Head i/c, Dept. of Commerce (Information System Management), Guru Nanak College, Chennai	
34.	Dr Vimala Chandrasekharan Assistant Professor & Head, Dept. of English, Guru Nanak College, Chennai	
35.	Dr K.G.Maya Assistant Professor & Head, PG Dept. of Social work Guru Nanak College, Chennai	
36.	Dr.Amandeep Hora Assistant Professor & Head, Dept. of Biotechnology Guru Nanak College, Chennai	
37.	Dr J. Vanathi Assistant Professor & Head, Dept. of Information Technology Guru Nanak College, Chennai	
38.	Dr. M. Murthi Associate Professor & Head, Dept. of Tamil Guru Nanak College, Chennai	
39.	Dr. Swati Paliwal Assistant Professor & Head, Dept. of Hindi Guru Nanak College, Chennai	
40.	Mr. R. Ramesh Assistant Professor & Head, Dept. of Sanskrit Guru Nanak College, Chennai	
41.	Mr. N. Asogar Assistant Professor & Head, Dept. of French Guru Nanak College, Chennai	
42.	Mr. B.Kumaran Associate Professor & Head, Dept. of English Guru Nanak College, Chennai	
43.	Dr A.Sethuraman Member Academic Council- University of Madras	
Teachers Representing Different Categories (Four Persons)		
44.	Dr. T.K. Avvaikothai Associate Professor, Dept. of Commerce Guru Nanak College, Chennai	
45.	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology and Plant Biology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
46.	Dr. K. Kulasekar Associate Professor, Dept. of Defence and Strategic Studies, Guru Nanak College, Chennai	
47.	Dr. N.C. Rajashree Associate Professor, Dept. of MBA Guru Nanak College, Chennai	
Faculty Member Nominated by the Principal (Member Secretary)		
48.	Dr. Gunita Arun Chandhok Director (Shift II) Guru Nanak College, Chennai	
Special Invitees		
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent, Guru Nanak College, Chennai	
50.	Dr.S.Savithri Deputy Dean (Academics), Assistant Professor Department of English, Guru Nanak College, Chennai	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Fifth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE FIFTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Monday, 25th February 2019

Time: 11.00 a.m.

**Place: Guru Ramdas Seminar Hall
Guru Nanak College
Chennai- 600 042.**



GURU NANAK COLLEGE
(AUTONOMOUS)
GURU NANAK SALAI, VELACHERY, CHENNAI-600 042

THE FIFTH MEETING OF THE ACADEMIC COUNCIL
Venue: Guru Ramdas Seminar Hall
Date: 25th February, 2019 **Time: 11.00 a.m**

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
Chairman	
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.
Nominees of the University of Madras (Three Persons)	
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785

SL.NO.	NAME & DESIGNATION
Experts from Outside College nominated by Governing Body (Four Persons)	
5.	Mr. H. Karthik Seshadri Advocate, Partner (R) Iyer & Thomas, 15/8, 7th Cross St, Indira Nagar, Adyar, Chennai-600 020 Cell: 9840015394
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in
7.	Dr. Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology Madras, Chennai -600036 saji@iitm.ac.in
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijiyalakshmi@annauniv.edu
Heads of the Departments (Thirty three Members)	
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai
10.	Dr. Anita Patil Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
11.	Mr. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
12.	Mr. T. Subhramaniyan Associate Professor & Head, Department of Mathematics Guru Nanak College, Chennai
13.	Ms. S.Gurulakshmi Assistant Professor & Head, Department of Physics Guru Nanak College, Chennai
14.	Dr. R.M. Ezhilarasi Associate Professor & Head, Department of Chemistry Guru Nanak College, Chennai
15.	Dr. M.Gopi Assistant Professor & Head, Department of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai
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17.	Dr. S. Jayakumar Associate Professor & Head, Department of Commerce Guru Nanak College, Chennai
18.	Dr. Y. Hari Prasad Reddy Associate Professor & Head, Department of Corporate Secretaryship Guru Nanak College, Chennai
19.	Dr. K. Manikandan Associate Professor & Head, Department of Defence and Strategic Studies Guru Nanak College, Chennai
20.	Dr. C.Murthi Associate Professor & Head, Department of Economics Guru Nanak College, Chennai
21.	Ms. T.Saroja Associate Professor, Department of Chemistry Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
22.	Mr. M. Sivaraj Associate Professor, Department of Economics Guru Nanak College, Chennai
23.	Dr. Raja Rajasri Pramila Devi Assistant Professor, Department of Zoology Guru Nanak College, Chennai
24.	Dr. M.K. Shakila Director, Department of MBA Guru Nanak College, Chennai
25.	Mr. R. Anand Associate Professor & Head, Department of MCA Guru Nanak College, Chennai
26.	Dr.K.Shanthi Assistant Professor, Department of M.S.W, Guru Nanak College, Chennai
27.	Ms. M. Shanthi Assistant Professor, Department of Mathematics Guru Nanak College, Chennai
28.	Ms. K.Raviya Associate Professor Department of Computer Applications Guru Nanak College, Chennai
29.	Ms. S.Jeyalakshmi Associate Professor, Department of Computer Science Guru Nanak College, Chennai
30.	Ms. Anitha Malisetty Associate Professor & Head, Department of Business Administration Guru Nanak College, Chennai
31.	Dr. Syed Ali Mujtaba Assistant Professor & Head, Department of Visual Communication Guru Nanak College, Chennai

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34.	Ms. R. Rama Assistant Professor & Head, Department of Commerce (Bank Management) Guru Nanak College, Chennai
35.	Ms. M.L. Mayalekshmi Assistant Professor & Head, Department of Commerce (Marketing Management) Guru Nanak College, Chennai
36.	Ms. M. Sheeba Assistant Professor & Head i/c, Department of Commerce (Information System and Management), Guru Nanak College, Chennai
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38.	Dr. Bharathi Ravikrishnan Assistant Professor & Head, Department of Biotechnology, Guru Nanak College, Chennai
39.	Dr. Vimala Chandrasekharan Assistant Professor & Head, Department of English Literature, Guru Nanak College, Chennai
40.	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai
41.	Mr. Nishant Shekar Assistant Professor & Head, Department of French Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
<i>Teachers Representing Different Categories (Four Members)</i>	
42.	Dr.J.Jayanthi Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai
43.	Dr. S. Savithri Joint Dean – Academics Assistant Professor, Department of English, Guru Nanak College, Chennai
44.	Dr. P.V.Kumaraguru Deputy Director - Shift II Guru Nanak College, Chennai
45.	Dr. V. Srimathi Associate Professor Department of Mathematics Guru Nanak College, Chennai
<i>Faculty Member Nominated by the Principal (Member Secretary)</i>	
46.	Dr.Gunita Arun Chandhok, Director – Shift II Guru Nanak College Chennai
<i>Special Invitees (Five Members)</i>	
1.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
2.	Dr. Marlene Morais Advisor Guru Nanak College, Chennai
3.	Dr. Suresh George Dean – Academics Guru Nanak College, Chennai
4.	Dr.N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai
5.	Dr.K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai



GURU NANAK COLLEGE (AUTONOMOUS)
VELACHERY MAIN ROAD, CHENNAI-600 042

THE FIFTH MEETING OF THE ACADEMIC COUNCIL

Place of Meeting: Guru Ramdas Seminar Hall Date:

Monday, 25th February, 2019

Time: 11.00 a.m

AGENDA

- Welcome Address by the Principal.
- Discussion Points :
 - Introduction of new regulations from the academic year 2019-2020 onwards.
 - Proposal to introduce a mid-semester exam in lieu of two internal tests and retain the model examination for CIA.
- Any other matter (With the Permission of the Chair)

MINUTES OF THE MEETING

- The meeting began at 11.30 am in the Guru Ram Das Seminar Hall.
- The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months.
- The Dean Academics, Dr. Suresh George brought forward the points to be discussed and decisions to be taken.
- New regulations were proposed for conducting a mid-semester exam in lieu of two internal tests but retaining the model examination for CIA for the entire college.
- Every semester will have a centralized mid semester examination for each paper. This will be conducted on completion of 45 working days in each semester. A Model exam of three hours' duration will be conducted on completion of 80 working days in each semester.

The schedule for these tests is as follows:

C.I.A.Test	Schedule	Syllabus Coverage
I	After 45 working days of the Semester	50%
II (Model Examination)	After 80 working days of the Semester	95%

- It was discussed and approved for all departments to follow the new regulations from the academic year 2019-2020 onwards (**Annexure I**)
- The question paper pattern was to be included compulsorily for various courses as part of the syllabus. (**Annexure II**)

Business brought forward by the Principal

Item 1: Dr.C.Murthi moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.A. degree in Economics may be approved.

Ms.Anitha Malisetty seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in Syllabus of B.A. degree in Economics, may be approved.

Item 2: Dr K. Manikandan moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in Syllabus of B.A. degree in Defence and Strategic Studies may be approved

Mr Sivaraj seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the Regulations and Syllabus of B.A. degree in Defence and Strategic Studies may be approved.

- Item 3:** Mr.T.Subhramaniyam moved that the recommendation of the Board of Studies Meeting held on regarding the modifications in the Syllabus of B.Sc. degree in Mathematics may be approved.

Dr. R Geetha seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Mathematics may be approved.

- Item 4:** Dr.K.Namasivayam moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Physics may be approved.

Ms. R. Rama seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Physics may be approved.

- Item 5:** Ms.T. Saroja moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Chemistry may be approved

Ms. M.Mayelakshmi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Chemistry may be approved

- Item 6:** Dr.M.Gopi moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Plant Biology and Plant Bio Technology may be approved

Dr K.Shanti seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Plant Biology and Plant Bio Technology may be approved

- Item 7:** Dr M.G.Ragunathan moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology may be approved

Dr. M.Shanti seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Advanced Zoology and Bio Technology may be approved

Item 8: Ms.R.Rajini Surendranath moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Computer Science may be approved

Mr. R. Ramesh seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Computer Science may be approved

Item 9: Dr. Syed, Head, Department of Visual Communication moved that the recommendation of the Board of Studies Meeting held on 08.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Visual Communication may be approved.

Mr Nishant seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 08.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Visual Communication may be approved.

Item 10: Ms.Anita Malisetty moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.B.A. degree may be approved

Dr. C. Murthy seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.B.A. degree may be approved

Item 11: Dr V Devi moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.C.A. degree may be approved

Dr D Sowmya seconded the motion

Resolved that recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.C.A. degree may be approved

Item 12: Dr R Geetha moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Com (General) degree may be approved

Dr. R.M.Ezhilarazhi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Com (General) degree may be approved

Item 13: Dr Y. Hariprasad Reddy moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Corporate Secretary ship) degree may be approved

Dr. M.K.Shakila seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Corporate Secretary ship) degree. may be approved

Item 14: Dr Gayathri Harikumar moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Accounting and Finance) degree may be approved

Dr Raja Rajeswari Pramila Devi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Accounting and Finance) degree may be approved

Item 15: Ms.D.Sowmya moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Honours) degree may be approved

Mr.T.Subhramaniyam seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Honours) degree may be approved

Item 16: Mrs Sheeba moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Com (Information Systems Management) degree may be approved

Mr .B. Kumaran seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Com (Information Systems Management) degree may be approved

Item 17: Mrs Rama moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Bank Management) degree may be approved

Dr. M.Murthy seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.Com (Banking Management) degree may be approved

Item 18: Ms.M.Mayelakshmi moved that the recommendation of the Board of Studies Meeting held on 5.12.2018 regarding the modifications in the Syllabus of B.Com (Marketing Management) degree may be approved

Dr. M.Gopi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Com (Marketing Management) degree may be approved

Item 19: Dr M Murthy moved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of Foundation Course in Tamil may be approved

Dr.K.Namasivayam seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the Modifications in the Syllabus of Foundation Course in Tamil may be approved.

Item 20: Dr Swati Paliwal moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of Foundation Course in Hindi. May be approved

Dr. Gayathri Harikumar seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of Foundation Course in Hindi may be approved

Item 21: Mr B Kumaran moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of Foundation Course in English may be approved

Ms. Rajini S seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of Foundation Course in English may be approved

Item 22: Mr Ramesh moved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of Foundation Course in Sanskrit may be approved

Ms Saroja seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of Foundation Course in Sanskrit may be approved

Item 23: Mr Nishant moved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of Foundation Course in French may be approved

Dr. V. Devi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of Foundation Course in French may be approved

Item 24: Dr C Murthy moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.A. degree and M.Phil degree in Economics may be approved

Dr Vanathi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.A. degree in Economics. and M.Phil degree in Economics may be approved

Item 25: Dr.RM. Ezhilarasi, moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Chemistry may be approved

Dr. Vimala Chandrasekar seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Chemistry may be approved

Item 26: Ms. Shanthi moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Mathematics may be approved

Dr. S. Jayakumar seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Mathematics may be approved

Item 27: Dr Raja Rajeswari Pramila Devi moved that the recommendation of the Board of Studies meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Zoology and M.Phil. degree in Zoology may be approved

Mr R.Anand seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Sc. degree in Zoology and M.Phil. degree in Zoology may be approved

Item 28: Dr S. Jayakumar moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Com degree may be approved

Dr R.Geetha seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.Com degree may be approved

Item 29: Dr.M.K.Shakila moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.B.A. degree may be approved

Ms Anitha Malisetty seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of M.B.A. degree. may be approved

Item 30: Mr R.Anand moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of M.C.A. degree may be approved

Ms, Rajini seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of M.C.A. degree may be approved

Item 31: Dr.K. Shanthi moved that the recommendation of the Board of Studies Meeting held on 04.12.2018 regarding the modifications in the Syllabus of MSW degree may be approved

Dr. K.Manikandan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 04.12.2018 regarding the modifications in the Syllabus of MSW degree may be approved

Item 32: Dr. Vimala Chandrashekar moved that the recommendation of the Board of Studies Meeting held on 06.12.2018 regarding the modifications in the Syllabus of B.A.(English) degree may be approved

Dr. C. Murthy seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 04.12.2018 regarding the modifications in the Syllabus of B.A.(English) degree may be approved

Item 33: Dr Bharathi Ravikrishnan moved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Bio Technology may be approved

Ms. M.Mayelakshmi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 07.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Bio Technology may be approved

Item 34: Dr J Vanathi moved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Information Technology may be approved

Ms. M.Mayelakshmi seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 05.12.2018 regarding the modifications in the Syllabus of B.Sc. degree in Information Technology may be approved

The Meeting concluded at 12.30 pm with a vote of thanks by the Chairperson.

Principal's report

Rankings

NIRF – In the National Rankings, Guru Nanak College has attained 104th position in 2019.

India Today

In its ranking of the top 100 academic institutions, our College was placed in the following positions.

- ❖ 68th in Commerce
- ❖ 56th in Science
- ❖ 33rd in BBA
- ❖ 31st in BCA

Likewise among the city Colleges in Chennai, Guru Nanak College holds the:

- ❖ 5th place in BBA
- ❖ 6th place in BCA
- ❖ 6th Place in Science stream
- ❖ And 7th place in Commerce

Academic Enrichment Activities:

➤ Seminars / Conferences / Workshops organized.

- Every Dept. organised Guest lectures, seminars, workshops, Inter-collegiate fests for the students.
- Four International Conferences were organized (Life sciences with GRI, English, B.Com (Hons), Chemistry).
- Five National Conferences were organized MBA, MCA, BCA, B Com (A & F) and B Com (Hons).
- A National seminar was organized by the Department of Tamil
- The Department of Biotechnology and Computer Science organized national workshops
- A workshop was organized by the Guru Nanak Research Centre in February 2019.

➤ Paper Presentations & Publications

Paper Presentations and Publications were made by **142** faculty members of the college.

➤ Faculty Development Programme (FDP)

- A Management Development Programme supported by HDFC was organised by the Department of MBA, on the topic, 'Stress Management' on 17th October 2018

➤ **Faculty Visits Abroad**

Our faculty members have visited various countries and delivered invited lectures, been resource persons and guest speakers.

Mr.Shiva Shankar Assistant Professor, Department of Economics presented a paper at 8th International Conference of the Regional Network on Poverty Eradication (RENPET), Phillipines from 25th to 27th October, 2018

Dr.Gayathri Harikumar Associate Professor & Head (B.Com (A & F) presented a paper and was the Technical Session Chair at Academics World 523rd International Conference on Science, Social Science and Economics (IC3SE), Sri Lanka from 16th to 17th January 2019.

Dr.Karthikeyani Associate Professor, Dept. of Chemistry presented paper at the International Conference on “Advanced Materials for Clean Energy and Health Applications AMCEHA 2019” jointly organized by University of Jaffna and University of Norway University of Jaffna, Srilanka from 6th to 8th February, 2019. .

Dr.Mahendra Kumar presented a paper at 4th International Conference on Bio-Science & Biotechnology, Malaysia from 21st & 22nd February 2019

Placement Cell

A total of 595 students got placed in various corporate sectors in the academic year 2017 – 18.The students were placed in Ernst and young, Deloitte, Amazon, Sutherland (voice),TCS, TVS (Autosense Pvt Ltd), Govche India Pvt Ltd, Cognizant, Dell Capgemni, Medplus, Webboombaa, Visionary RCM, IIT Madras ,Allsec technologies & CAMS , HR solutions and Just Dial.

GURUSHIKSHA

“Gurushiksha 2018” conducted on **October 16th 2018**, commemorated the 550th Birth Anniversary of Guru Nanak Dev Ji, the first Guru of the Sikhs and his teachings which are universal - Oneness of God, universal Brotherhood, Communal Harmony, Casteless Society and Welfare of all communities. 72 educational institutions participated in the event. 470 students from Schools, Colleges and Universities vied with each other for cash prizes worth Rs. **1.84 Lakhs**.

ANNEXURE – I
(NEW REGULATIONS)

SEMESTER SYSTEM WITH CREDITS
(Effective from the Academic year 2019-2020 and thereafter)

RULES AND REGULATIONS

I. CHOICE BASED CREDIT SYSTEM (CBCS) WITH GRADING

The College follows the CBCS with grades under the semester pattern. Every course paper is provided with a credit point based on the quantum of subject matter, complexity of the content and the hours of teaching allotment. This is done after a thorough analysis of the content of each subject paper by the members of the Board of studies and with the approval of the Academic Council. Students are also offered a variety of Job-oriented courses, Elective courses and courses involving Soft-skills as the part of curriculum. Students can earn extra credits by opting for Massive Open Online Courses (MOOCs) and Certificate Courses.

The evaluation method under CBCS involves a more acceptable grading system that reflects the personality of the student. This is represented as Cumulative Grade Point Average (CGPA) and Grade Point Average (GPA) which are indicators of Academic Performance of the student. It provides students scope for horizontal mobility and empowers them with the flexibility of learning at their convenience.

II. ELIGIBILITY FOR ADMISSION

Candidates admitted to the first year of the UG programme should have passed the higher secondary examinations (Academic or Vocational Stream) conducted by the Government of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras. Students applying for the PG programme should have taken the UG degree in the concerned subject from a recognized university as per the norms of the University of Madras.

III. DURATION OF THE COURSE

The UG course is of three-year duration with six semesters and the PG course is of two-year duration with four semesters excluding MCA – three-year duration with six semesters. The odd semester includes the period from June to November and the even semester from December to April. There shall not be less than 90 working days for each semester.

IV. COURSE OF STUDY

The main subject of study for Bachelor's Degree shall consist of the following:

1. FOUNDATION COURSES

- a) PART - I : Tamil or Classical Language (Hindi / Sanskrit/French)
- b) PART - II : English

2. CORE COURSES

- a) PART - III : Consisting of (a) Main subjects, (b) Allied Subjects, (c) Elective subjects related to the main subject of study and project work.
- b) PART - IV
 - i. Those who have not studied Tamil / Hindi up to XII standard and have taken a non- Tamil / non – Hindi language under Part – I shall opt for Basic Tamil / Basic Hindi in the first two semesters.
 - ii. Those who have studied Tamil up to XII standard, and taken a non -Tamil language under Part – I shall opt for Advanced Tamil in the first two semesters.
 - iii. Others, who do not come under either of the clauses mentioned above, can choose a Non-Major Elective (NME) in the first two semesters.
 - iv. Soft Skills. (I, II, III&IV Semesters)
 - v. Environmental Studies (IV Semester)
 - vi. Value Education (V Semester)
- c) PART - V : Compulsory Extension Service

A candidate shall be awarded one credit for compulsory extension service.

All the students shall enroll for NSS / NCC /Sports & Games/ Rotaract/ Youth Red Cross / Citizen Consumer Club / Enviro Club or any other service organization in the College and shall have to put in compulsory minimum attendance of 40 hours which shall be duly certified by the Principal of the College. If a student lacks 40 hours attendance in any Semester, he/she shall have to compensate the same during the subsequent Semesters. Literacy and population, educational field work shall be compulsory components in the above extension service activities.

V. COURSE STRUCTURE

The UG course consists of 15-18 Core papers, 3 Elective papers and 4 Allied papers. The Credit for each core paper shall be 3-4, while the elective and allied papers shall carry a credit of 5. The B.Com (Hons) course has 32 core papers of 4 credits each.

The PG course has 14-17 core papers with 4 credits, elective papers with 3-4 credits and a project work.

The MBA course has 13 core papers of 4 credits each, 8 elective and interdisciplinary papers of 3 credits each and a project work.

The MCA Regular (3 Years) course has 26 core papers of 2-4 credits, 4 Elective papers of 3-4 credits, 1 Non – Major Elective of 4 credits, 1 Extra-disciplinary paper of 4 credits and a project work of 18 credits.

The MCA Lateral Entry (2 Years) course has 14 core papers of 2-4 credits, 4 Elective papers of 3-4 credits, 1 Non – Major Elective of 4 credits, 1 Extra-disciplinary paper of 4 credits and a project work of 18 credits.

The MSW course has 17 core papers with 3 credits for theory papers, 6 credits for field work, 2 credits for summer placement, 1 credit for study tour, 6 credits for research projects and 2 credits for block placement.

Internship training is a compulsory component for all the PG courses.

❖ The details of the course structure are given in the following table:

CHOICE BASED CREDIT SYSTEM WITH GRADING

POST GRADUATE DEGREE

COMPONENTS	M.Sc. Chemistry M.Sc. Mathematics M.Sc. Zoology M.A. Economics M.A. Defence & Strategic Studies			M. COM			M. S.W		
	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits
CORE COURSES INCLUDING PRACTICAL	14-17	4	60-70	16	4	64	17	3-6	65
PROJECT	0-1	6	0 - 6	0	0	0	1	6	6
ELECTIVES INCLUDING EXTRA DISCIPLINARY COURSES	3-5	3 - 4	10-20	4	4	16	7	2	14
SKILL	4	2	8	4	2	8	4	2	8
INTERNSHIP	0-1	2	0-2	1	2	2	0	0	0
TOTAL			91			91			93

COMPONENTS	M.C.A. REGULAR (3 YEARS)			M.C.A. LATERAL ENTRY (2 YEARS)			M.B.A.		
	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits
CORE COURSES INCLUDING PRACTICAL	26	2-4	81	14	2-4	41	13	4	52
PROJECT	1	18	18	1	18	18	1	8	8
ELECTIVES INCLUDING EXTRA DISCIPLINARY COURSES	6	3-4	21	6	3- 4	21	8	3	24
SKILL	6	2	12	4	2	8	4	2	8
INTERNSHIP	1	3	3	1	3	3	1	2	2
TOTAL			135			91			94

UNDER GRADUATE DEGREE

PART	COMPONENTS	B.Com(Gen.) B.Com(A&F) B.Com(B.M.) B.Com(M.M.) B.Com(ISM) B.B.A. B.C.A B.Sc (IT)			B.Com (C.S) B.Sc.(Mat.) B.Sc.(Phy.) B.Sc.(Chem.) B.Sc.(Plant Bio.) B.Sc.(Adv.Zoo) B.Sc.(C.S.) B.Sc.(Viscom) B.Sc (Biotech) B.A.(Eco.) B.A.(Defence), B.A. (English).			B.Com (Honours)		
		No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of	Credit per Course	Total Credits
Part I Foundation Course	Language (Tamil/ Hindi/ Sanskrit/ French)	2	3	6	4	3	12	2	3	6
Part II Foundation Course	English	2	3	6	4	3	12	2	3	6
Part III	Core Papers	18	4	72	15-18	3-4	60	32	4	132
	Allied Papers	4	5	20	4	5	20	-	-	-
	Elective Papers	3	5	15	3	5	15	-	-	-
Part IV	Non Major Electives/ Basic Tamil/ Advanced Tamil*	2	2	4	2	2	4	2	2	4
	Skill Based Elective	4	3	12	4	3	12	5	2-4	14
	Environmental Studies	1	2	2	1	2	2	1	2	2
	Value Education	1	2	2	1	2	2	1	2	2
Part-V	Extension Service	1	1	1	1	1	1	1	1	1
Total		140			140			167		

Under Part IV of the Course, students should register separately for two Non-Major Elective papers, during the First and Second semester. The marks obtained under Part IV would not be included for classification of the candidate although a pass is mandatory. Students should have obtained the minimum credit under Part V to be eligible to receive the degree.

VI. EXAMINATIONS

Continuous Internal Assessment (CIA) will be for 50 percentage and End Semester Examination (ESE) will be for 50 percentage.

➤ CONTINUOUS INTERNAL ASSESSMENT (CIA)

Every semester has two centralized CIA examinations and one model examination for each paper. Each of the Continuous Assessment Tests (CAT) of one-and-a-half-hour duration will be conducted on completion of 30 and 60 working days respectively in each semester. A Model exam of three hours' duration will be conducted on completion of 80 working days in each semester.

The schedules for these tests are as follows:

C.I.A.Test	Schedule	Syllabus Coverage
I	After 30 working days from the commencement of the Semester	40%
II	After 60 working days of the Semester	80%
III (Model Examination)	After 80 working days of the Semester	95%

The components for the CIA are as follows:

Internal Components			
Assessment Type	Nature	Maximum Marks	% of Weightage
CIA	Written Test - 1	50	5
	Written Test – 2	50	5
Model	Model Examination	100	10
	Assignment		10
	Class activity		15
	Attendance		5
	Total		50

The class activity relates to a programme of accepted innovative techniques such as seminars, quiz, portfolio creation, MCQ, power point presentation, objective tests, role play etc. The mode of evaluation of the class activity will be fixed before the commencement of the semester and an approval will be obtained from the HOD. Once the classes begin, the student would be informed.

A record of all such assessment procedures will be maintained by the department and is open for clarification. Students will have the right to appeal to the Principal in case of glaring disparities in marking.

CIA marks for practical subjects will be awarded by the respective faculty based on the performance of the student in the model practical examination, observation notebook, submission of record books, regularity and attendance for the practical classes. The attendance particulars for practical classes will be maintained by the concerned faculty.

Marks for attendance will be awarded as per the following:

Percentage of General Attendance	Marks Awarded
90-100	5
75-89	4
60-74	3
<60	0

➤ **END SEMESTER EXAMINATIONS (ESE)**

Examinations will be conducted during each semester after the completion of a minimum of 90 working days. Examinations will be held for all papers of the course in Nov/Dec and April/May for all UG and PG courses.

Practical examinations will be conducted only during the end of the odd / even semester either before, during or after the commencement of the theory exam. The schedule for ESE Practicals will be notified by the Controller of Examinations in consultation with the Dean (Academics).

A candidate will be permitted to appear for the End of Semester examinations for any semester if:

- He / She secures not less than 75% of attendance in the working days during the semester.
- His / Her conduct has been satisfactory
- He / She should have applied for the examination
- He / She should have paid the requisite examination fee

The attendance requirements to appear for the ESE are as follows:

- Students must have 75% of attendance in each part of the course of study to appear for the examination.
- Students who have 65% to 74.9% of attendance shall apply for condonation in the prescribed form along with the prescribed fee after obtaining permission from the Principal. Students cannot claim condonation as a matter of right. Submission of Medical Certificate is normally not accepted to condone shortage of attendance.

- iii. Students who have 50% to 64.9% of attendance will fall under the - **Withheld category**. Such students cannot take up the ESE exams. They should apply to the Principal for permission to write the next supplementary examination and pay the requisite fee for this purpose. However, they can appear for previous semester supplementary paper.
- iv. Students who have less than 50% of attendance fall under the - **Detained category would not be permitted to appear for the examination. They shall redo the semesters after completion of the course and appear for the examination after securing the required percentage of attendance. The decision of the Principal remains final and binding in all respects.**
- v. Students who do not get the minimum marks to pass in the ESE shall compulsorily re-appear for the paper in the subsequent semester after paying the required fee.

A Student who for whatever reasons is not able to complete the program within the normal period (N) or the minimum duration prescribed for the programme, may be allowed two years period beyond the normal period to clear the backlog to be qualified for the degree. (Time Span = $N + 2 + 1$ years for the completion of programme).

In exceptional cases like Major accidents and child birth an extension of one year be considered beyond maximum span of time (Time Span = $N + 2 + 1$ years for the completion of programme).

If they fail to do so, they shall re-register their names and take the examination in the revised regulations/syllabus of the paper in force at the time of their reappearance. In the event of removal of that paper consequent to the change of regulation and/or curriculum after 5-year period, the candidate shall have to take up an equivalent paper in the revised syllabus as suggested by the Chairman of the concerned Board of Studies. Students qualifying during the extended period, shall not be eligible for **RANKING**.

➤ **INSTANT EXAMINATIONS (SPECIAL SUPPLEMENTARY EXAMINATION)**

In order to provide an opportunity to the final UG and PG students to obtain the degree in the same year and also to facilitate vertical mobility, special supplementary End Semester Examinations will be conducted in about 30 days from the date of publication of results every year for the final semester theory papers and also for the candidates who had failed in **ONLY ONE** theory paper of the previous semesters. Students, who wish to apply for special supplementary End Semester Examinations, can do so within 7 days from the date of publication of results.

Students involved in Malpractice will not be permitted to appear for Supplementary Examination.

The details of the ESE are as follows:

External Component			
Assessment type	Comprehensive Test	Maximum mark	% of Weightage
External Exam	3 Hours Examination	100	50
	Grand Total (CIA+ESE)		100

VII. CONDUCT OF EXAMINATION

Chief Superintendent of Examinations will be the Principal or a person appointed by the Principal. The conduct of End Semester Examinations lies with the team led by the Chief Superintendent.

The time-table for examinations will be finalized by the office of the Controller of Examinations and will be displayed well in advance i.e., 20 days prior to the commencement of examinations.

The Hall tickets for eligible students will be issued 3 days prior to the commencement of examinations. For Subjects like Environmental Studies / Value Education, End Semester Examinations may be conducted on-line or along with the regular ESE.

VIII. VALUATION

Valuation of the answer scripts are undertaken at the central valuation camp led by the Controller of Examinations or the Camp Officer appointed by the Controller of Examinations. Single valuation of answer scripts by external examiners is adopted for both UG and PG Courses.

IX. PUBLICATION OF RESULTS

The Examination results will be published on the web portal during the third / fourth week of May for the II, IV and VI semester examinations and during the third / fourth week of December for the I, III and V semester examinations

A. GUIDELINES FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

Candidates seeking photocopy of the answer scripts are advised to go through these rules and regulations before they apply

- i. Photocopy is allowed only for Regular theory papers in PART I, II and III.
(Supplementary excluded).
- ii. Select the papers carefully in which you wish to get the photocopy. No second application for additional papers would be accepted.

B. GUIDELINES FOR APPLYING REVALUATION OF THE ANSWER SCRIPT

Candidates seeking revaluation are advised to go through these rules and regulations before they apply

- i. Revaluation is allowed only for Regular theory papers in PART I, II and III.
(Supplementary excluded).
- ii. Select the papers carefully in which you wish to get the revaluation. No second application for additional papers would be allowed.
- iii. The application is to be filled in by the candidate in his/her own hand-writing and not by anyone else on his/her behalf.
- iv. Entries made by the candidate are to be verified by the HOD and forwarded to the Principal for endorsement.
- v. Prescribed Fee payment receipt or challan to be attached with the Application Form and submitted to the Principal's Office. The candidate will be given an acknowledgement for submission mentioning date and time.
- vi. Candidate to be aware that when applying for revaluation, He / She SURRENDERS the original performance and will now accept the revised performance in which
 - (a) There can be NO CHANGE in the marks (or)
 - (b) There can be INCREASE in the marks

X. CLASSIFICATION OF PERFORMANCE – GRADING SYSTEM FOR THE SEMESTER

A candidate shall be declared to have qualified for the award of the Degree provided the candidate has successfully completed the Programme requirements and has passed all prescribed subjects of study in all the semesters.

Passing Minimum :

UG CIA 40% AGGREGATE 40%

B.Com(Hons.) and PG CIA 50% ESE 50% AGGREGATE 50% OF THE MAXIMUM OF THE COMPONENT IN THAT PAPER / COURSE

P: Pass, U: Re-Appear, WH: Withheld, AAA: Absent, CIA: Continuous Internal Assessment, ESE: End Semester Examination, GPA: Grade Point Average. CGPA: Cumulative Grade Point Average

UNDER GRADUATE DEGREE

- PART – I : TAMIL / OTHER LANGUAGES**
PART – II : ENGLISH
PART – III : CORE, ALLIED AND ELECTIVE
PART – IV : TAMIL / NON MAJOR ELECTIVE, SKILL BASED ELECTIVES,
ENVIRONMENTAL STUDIES AND VALUE EDUCATION
PART – V : EXTENSION ACTIVITIES

POST GRADUATE DEGREE

- PART – A : CORE, ELECTIVE, MAJOR PROJECT**
PART – B : SOFT SKILL COURSE, INTERNSHIP

RANGE OF MARKS FOR GRADES UG			
Also for Certificate / Diploma			
Range of Marks	Grade Points	Letter Grade	Description
90 - 100	9.0 - 10.0	O	Outstanding
80 - 89	8.0 - 8.9	D+	Excellent
75 - 79	7.5 - 7.9	D	Distinction
70 - 74	7.0 - 7.4	A+	Very Good
60 - 69	6.0 - 6.9	A	Good
50 - 59	5.0 - 5.9	B	Average
40 - 49	4.0 - 4.9	C	Satisfactory
00 - 39	0.0 - 3.9	U	Re-appear
ABSENT	0	AAA	Absent

RANGE OF MARKS FOR GRADES			
UG[B.Com.(Hons.)], PG and also for PG Diploma			
Range of Marks	Grade Points	Letter Grade	Description
90 - 100	9.0 - 10.0	O	Outstanding
80 - 89	8.0 - 8.9	D+	Excellent
75 - 79	7.5 - 7.9	D	Distinction
70 - 74	7.0 - 7.4	A+	Very Good
60 - 69	6.0 - 6.9	A	Good
50 - 59	5.0 - 5.9	B	Average
00 - 49	0.0 - 4.9	U	Re-appear
ABSENT	0	AAA	Absent

C_i = Credits earned for course i in any semester

G_i = Grade Point obtained for course i in any semester

n refers to the semester in which such courses were credited.

CGPA Grades:

CGPA		GRADE		CLASSIFICATION OF FINAL RESULT		
9.5-10.0		O+		First Class - Exemplary*		
9.0 and above but below 9.5		O				
8.5 and above but below 9.0		D++		First Class with Distinction*		
8.0 and above but below 8.5		D+				
7.5 and above but below 8.0		D				
7.0 and above but below 7.5		A++		First Class		
6.5 and above but below 7.0		A+				
6.0 and above but below 6.5		A				
5.5 and above but below 6.0		B+		Second Class		
5.0 and above but below 5.5		B				
B.Com (Hons.)	UG		B.Com (Hons.)	B.Com (Hons.)	UG	UG
0.0 and above but below 5.0	4.5 and above but below 5.0		U	Re-appear	C+	Third Class
	4.0 and above but below 4.5				C	
	0.0 and above but below 4.0				U	Re-appear

The candidates who have passed in the first appearance and within the prescribed semester of the UG/PG Programme (Core, Allied and Elective) alone are eligible.

GRADING SYSTEM**For a Semester:**

$$\text{GRADE POINT AVERAGE [GPA]} = \sum_i C_i G_i / \sum_i C_i$$

GPA = $\frac{\text{Sum of the multiplication of grade points by the credits of the courses}}{\text{Sum of the credits of the courses (passed) in a semester}}$

For the entire programme:

$$\text{CUMULATIVE GRADE POINT AVERAGE [CGPA]} = \sum_n \sum_i C_{ni} G_{ni} / \sum_n \sum_i C_{ni}$$

CGPA = $\frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$

(CGPA is calculated only if the candidate has passed in all the courses in the entire programme)

XI. CONCESSIONS FOR DIFFERENTLY-ABLED STUDENTS

A. DYSLEXIA STUDENTS

For students who are mentally disabled, learning disability and mental retardation, who are slow learners, who are mentally impaired having learning disorder and seizure disorder and students who are spastic and cerebral Palsy, the following concessions shall be granted:

- i. Part I Foundation course Tamil or any other Language can be exempted.
- ii. One-third of the time of paper may be given as extra time in the examination.
- iii. Leniency in overlooking spelling mistakes, and
- iv. Amanuensis for all courses provided the request is duly certified by the Medical Board of the Government Hospital/ General Hospital/ District headquarters Hospitals and they shall be declared qualified for the degree if they pass the other examinations prescribed for the degree.

B. HEARING, SPEAKING IMPAIRED & MENTALLY RETARDED

For students who are hearing and speaking impaired and who are mentally challenged, the following concessions shall be granted:

- i. One Language paper either Part I Foundation course Tamil or any other Language or Part II English or its equivalent can be exempted
- ii. Part IV Non-Major Elective (NME) or Basic Tamil or Advanced Tamil can be exempted.

C. VISUALLY CHALLENGED STUDENTS:

- i. Exempted from paying examination fees.
- ii. A scribe shall be arranged by the College and the scribe be paid as per the College decision.

XII. INTERDISCIPLINARY ELECTIVE (IDE)

It has been proposed that the UG students admitted from the academic year 2019 – 2020 onwards would take up an Interdisciplinary Elective (IDE) Paper in their Fifth Semester for the students admitted in the year 2019 onwards.

- ❖ The following Departments functioning in Shift I will be offering IDE Papers to students only from Shift I:

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	Mathematics	Numerical Analysis
2	Physics	Integrated Electronics
3	Chemistry	Chemistry in Everyday Life
4	Plant Biology and Plant Biotechnology	Horticulture and Mushroom Cultivation
5	Advanced Zoology and Biotechnology	Wildlife Conservation
6	Commerce (General)	Entrepreneurial Development
7	Corporate Secretaryship	Entrepreneurial Development
8	Economics	Principles of Insurance and Risk Management
9	Defence and Strategic Studies	An Introduction to Defence Journalism
10	Department of Hindi	Communication Hindi : Oral and Written

- ❖ The following Departments functioning in Shift II will be offering IDE Papers to students only from Shift II:

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	Commerce (General)	Entrepreneurial Development
2	Commerce (A&F)	Indian Constitution and Human Rights
3	Commerce (BM)	Personal Investment Planning
4	Commerce (MM)	Tourism Management
5	Commerce (Hons)	Business Venture
6	Corporate Secretaryship	Entrepreneurial Development
7	BBA	Managerial Skill Development
8	BCA	Introduction to Web Designing(HTML & CSS) -Practical
9	Computer Science	Internet And Its Applications
10	Visual Communication	Understanding Films

- ❖ The following Departments from Shift II, functioning in Shift I timings can only offer IDE Papers to the students functioning within the same Shift I timings:

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	Commerce (ISM)	Essentials of office Automation Tools and E-Mail Etiquette
2	B.Sc.(IT)	Web Designing
3	B.Sc. (Biotechnology)	Intellectual Property Rights
4	B.A. (English)	Travel Writing

XIII. OPTION TO EARN ADDITIONAL CREDITS

A. MOOCs (Massive Open Online Courses)

- UG students can opt for a minimum of one Course and earn 2 credits, while a maximum of 6 Credits can be earned by opting three courses during their three-year period of study.
- PG students can opt for a minimum of one Course and earn 2 credits, while a maximum of 4 Credits can be earned by opting two courses during their two-year period of study.
- This is completely optional.

B. CERTIFICATE COURSES

The Certificate courses are offered by the departments for a duration of 30 hours which will enable the students to earn 2 additional credits.

C. ADDITIONAL CREDIT FOR EXTENSION SERVICES

All the students who have put in additional 40 hours or more apart from the compulsory minimum hours in NSS / NCC / Sports & Games / Rotaract / Youth Red Cross / Citizen Consumer Club / Enviro Club or any other service organization in the College and which shall be duly certified by the Principal of the College, will be eligible to earn an additional credit at the time of completion of their Course.

XIV. REQUIREMENT FOR PROCEEDING TO SUBSEQUENT SEMESTER

- Candidates shall register their names for the first semester examination after admission in the UG / PG courses.
- Candidates shall be permitted to proceed from the first semester up to final semester irrespective of their failure in any of the semester examinations subject to the condition that the candidate had registered for all the arrear subjects of earlier semesters along with current semester subjects.

XV. ISSUE OF CERTIFICATES

A Statement of Marks will be issued to every student who has written the examination.

❖ Consolidated Mark Sheet

Consolidated mark sheets will be given to final year students along with total credits earned only to those who have passed in all the papers prescribed for the respective degree.

❖ Transcript

Students who wish to obtain any Transcript certificate for joining courses of study in other Universities in India or abroad or for obtaining scholarships, can obtain these certificates from the office of the Controller of Examinations. A requisition letter duly signed by the Student and

forwarded by the Principal along with fee challan is to be submitted to the office of the Controller of Examinations. The Certificate will be provided within 15 working days in a sealed envelope.

❖ **Provisional Certificate**

A copy of the results of the successful final year students will be sent to the University of Madras in the prescribed format in July/August and the University will issue a Provisional Certificate through the College. A soft copy can be downloaded from the University of Madras website and a hard copy will be provided by them within 90 days of the issue of soft copy.

❖ **Corrections in the Certificates**

Any corrections like name, date of birth etc., can also be made in the certificate. A letter of request duly signed by the student, HOD and Principal along with the prescribed fee paid challan is to be forwarded to the office of the Controller of Examinations. The time line to update will be 15 working days. The amount once paid will not be refunded under any circumstances.

❖ **Duplicate Mark Sheet**

In case of loss of mark sheet / certificate, a duplicate will be provided after submitting a non-traceable certificate issued from the Police station duly signed by an Inspector or Sub Inspector. A letter of request duly signed by the student, HOD and Principal along with the prescribed fee paid challan is to be forwarded to the office of the Controller of Examinations.

❖ **Duplicate Provisional Certificate / Degree Certificate:**

Students have to apply directly to the University of Madras for duplicate provisional certificate and degree certificate.

❖ **Verification of Qualification**

Agencies which request for verification of educational qualification of students under autonomous mode of this college and students who opt for higher studies / employment and who require verification of educational qualification, shall verify online through the QR code in the consolidated mark sheet through online payment. They can also apply to the Principal to this effect along with the prescribed fees which has to be forwarded to the OCOE. The relevant certificate will be issued within 15 working days from the receipt of the forwarded request of the Principal and the same office.

XVI. CONVOCATION AND NOTICE

❖ Convocation

Every year after the Convocation is conducted by the University of Madras, the College will hold a Graduation day / Convocation in which the Degree Certificates will be distributed to the students who are present. For others it will be issued by the College Office. Students should collect the same within 30 days of convocation after which a search fee will be charged. **Students are responsible to collect their Certificates and the College shall not be liable for the same.**

❖ Notice

Candidates, who have completed the duration of the course and left the College, can get information regarding Supplementary Examinations, issue of examination application forms, certificates and application for Graduation day through the college web site and general notice board. Regular students will however be informed of the examinations by circulation, in addition to the modes mentioned above.

No candidate will be communicated individually.

XVII. MODUS OPERANDI FOR THE SYLLABUS

- i. The department will finalize the syllabus.
- ii. Finalization implies a change in the existing syllabus or a revamp of entire syllabus
- iii. They will place it on the BOS meeting. After approval of the syllabus in the BOS, the concerned department will submit the minutes along with the modified syllabus book / sheet (five copies) to the Dean's office within ten days of the BOS meeting
- iv. A Soft copy of the batch-wise syllabus approved by the BOS in PDF format is to be sent to the Dean's mail ID within ten days of the BOS meeting.

ANNEXURE -II
QUESTION PAPER PATTERN - 1
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.
M.Sc. (Chemistry) MAX. MARKS: 100 TIME: 3 HRS.
SECTION - A (20 X 1 = 20 MARKS)
(Answer ALL Questions)

I. Choose the correct answer: **(10 x 1 = 10)**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

II. Fill in the blanks: **(5 x 1 = 5)**

- 11.
- 12.
- 13.
- 14.
- 15.

III. True or False: **(5 x 1 = 5)**

- 16.
- 17.
- 18.
- 19.
- 20.

SECTION - B (5 X 7 = 35 MARKS)
(Answer Any FIVE Questions)

- 21.
- 22.
- 23.
- 24.
- 25.
- 26.
- 27.
- 28.

SECTION - C (3 X 15 = 45 MARKS)
(Answer Any THREE Questions)

- 29.
- 30.
- 31.
- 32.
- 33.

QUESTION PAPER PATTERN - 2
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.
Master of Social Work

MAX. MARKS: 100

TIME: 3 HRS.

SECTION - A (10 X 2 = 20 MARKS)
(Answer Any 10 Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

SECTION - B (5 X 8 = 40 MARKS)
(Answer Any FIVE Questions)

- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

SECTION - C (2 X 20 = 40 MARKS)
(Answer Any TWO Questions)

- 21.
- 22.
- 23.
- 24.

QUESTION PAPER PATTERN - 3

GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.

B.Com (Hons)

MAX. MARKS :

100 TIME :

3 HRS.

SECTION - A (10 X 2 = 20 MARKS)

(Answer Any TEN Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

SECTION - B (5 X 8 = 40 MARKS)

(Answer Any FIVE Questions)

- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.

SECTION - C (2 X 20 = 40 MARKS)

(Question No. 20 is compulsory) *

(Answer any ONE question No. 21 or 22)

- 20.
- 21.
- 22.

*** Compulsory question can be a case analysis or a theory question from any one of the chapter for all the questions**

QUESTION PAPER PATTERN - 4
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.

MCA

MAX. MARKS:
100 TIME: 3
HRS.

SECTION - A (10 X 2 = 20 MARKS)
(Answer ALL Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

SECTION - B (5 X 7 = 35 MARKS)
(Answer Any FIVE Questions)

- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.

SECTION - C (3 X 15 = 45 MARKS)
(Answer Any THREE Questions)

- 18.
- 19.
- 20.
- 21.
- 22.

The Departments which are following the enclosed question paper pattern – 5

1. Tamil
2. English
3. Hindi
4. Sanskrit
5. French
6. B.A Economics
7. B.A Defence & Strategic Studies
8. B.A English
9. B.Sc Mathematics
10. B.Sc Physics
11. B.Sc Chemistry
12. B.Sc Plant Biology & Plant Biotechnology
13. B.Sc Advanced Zoology & Biotechnology
14. B.C.A
15. B.Sc Computer Science
16. B.Sc Visual Communication
17. B.Sc Biotechnology
18. B.Sc Information Technology
19. B.B.A
20. B.Com (Accounting & Finance)
21. B.Com (General)
22. B.Com (Corporate Secretaryship)
23. B.Com (Information Systems Management)
24. B.Com (Bank Management)
25. B.Com (Marketing Management)
26. M.A Economics
27. M.Sc Mathematics
28. M.Sc Zoology

QUESTION PAPER PATTERN - 5
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.
Common Pattern for 28 Departments

MAX. MARKS: 100

TIME : 3 HRS.

SECTION - A (10 X 3 = 30 MARKS)
(Answer Any TEN Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

SECTION - B (5 X 6 = 30 MARKS)
(Answer Any FIVE Questions)

- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.

SECTION - C (4 X 10 = 40 MARKS)
(Answer Any FOUR Questions)

- 20.
- 21.
- 22.
- 23.
- 24.
- 25.

The Departments which are following the enclosed question paper pattern - 6

1. B.Com (Accounting & Finance)
2. B.Com (General)
3. B.Com (Corporate Secretaryship)
4. B.Com (Information System Management)
5. B.Com (Bank Management)
6. B.Com (Marketing Management)
7. BBA

QUESTION PAPER PATTERN - 6
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.
Common Pattern for Accounts

MAX. MARKS: 100

TIME : 3 HRS.

SECTION - A (10 X 3 = 30 MARKS)
(Answer Any TEN Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

SECTION - B (5 X 6 = 30 MARKS)
(Answer Any FIVE Questions)

- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.

SECTION - C (2 X 20 = 40 MARKS)
(Answer Any TWO Questions)

- 20.
- 21.
- 22.
- 23.

QUESTION PAPER PATTERN - 7
GURU NANAK COLLEGE (AUTONOMOUS), CHENNAI – 42.
M.Com and MBA

MAX. MARKS: 100

TIME: 3 HRS.

SECTION - A (10 X 3 = 30 MARKS)
(Answer Any TEN Questions)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

SECTION - B (5 X 6 = 30 MARKS)
(Answer Any FIVE Questions)

- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.

SECTION - C (4 X 10 = 40 MARKS)
(Question No. 20 is compulsory) *
(Answer any THREE from Q. No. 21 to 25)

- 20.
- 21.
- 22.
- 23.
- 24.
- 25.

***Compulsory question can be a case analysis or a theory question from any one of the chapter for all the questions**



GURU NANAK COLLEGE

(AUTONOMOUS)




GURU NANAK SALAI, VELACHERY, CHENNAI-600 042



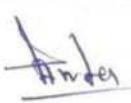
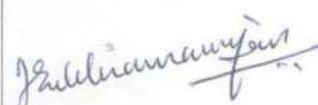
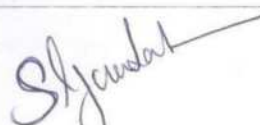
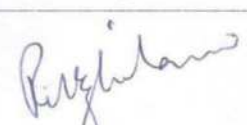
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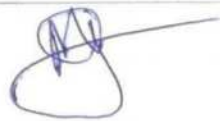


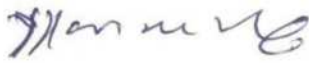
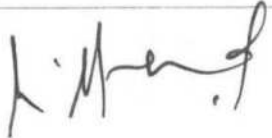

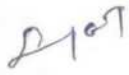
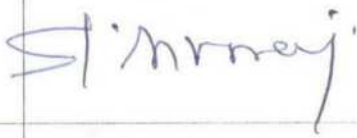
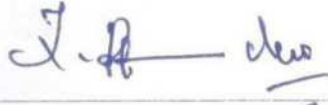
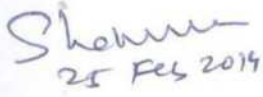


Venue: Guru Ramdas Seminar Hall


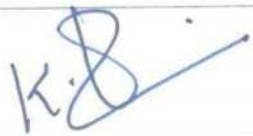
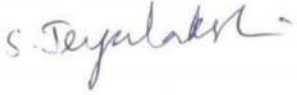

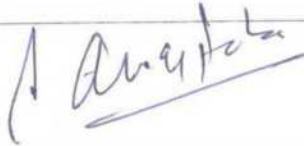


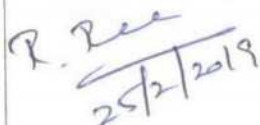

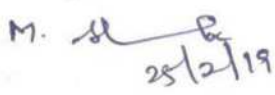

Date: 25th February, 2019 Time: 11.00 a.m




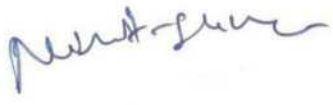
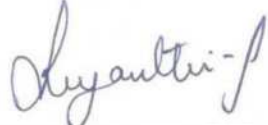
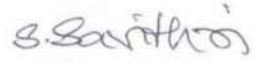


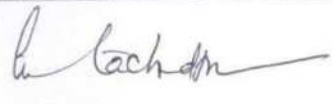
LIST OF MEMBERS

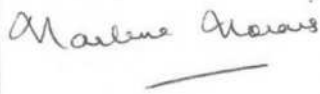


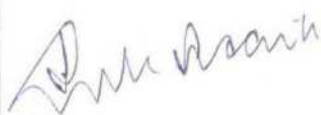
SL. NO.	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr. M. Selvaraj, Principal, Guru Nanak College Velachery, Chennai.	 25-2-19
Nominees of the University of Madras (Three Persons)		
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.	 25/2/19
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065	 25/2/19
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785	
Experts from Outside College nominated by Governing Body (Four Persons)		
5.	Mr. H. Karthik Seshadri Advocate, Partner (R) Iyer & Thomas, 15/8, 7th Cross St, Indira Nagar, Adyar, Chennai-600 020 Cell: 9840015394	

SL. NO.	NAME & DESIGNATION	SIGNATURE
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in	B. Cauveri
7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology Madras, Chennai -600036 saji@iitm.ac.in	
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijiyalakshmi@annauniv.edu	V Vijayalakshmi
Heads of the Departments (Thirty four Members)		
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai	
10	Dr. Anita Patil Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai	
11	Ms. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai	B. Kumaran
12	Ms. T. Subhramaniyan Associate Professor & Head, Department of Mathematics Guru Nanak College, Chennai	
13	Ms. S.Gurulakshmi Assistant Professor & Head, Department of Physics Guru Nanak College, Chennai	
14	Dr. R.M. Ezhilarasi Associate Professor & Head, Department of Chemistry Guru Nanak College, Chennai	

SL. NO.	NAME & DESIGNATION	SIGNATURE
15	Dr. M.Gopi Assistant Professor & Head, Department of Plant Biology and Plant Bio Technology Guru Nanak College, Chennai	
16	Dr. M.G.Ragunathan Associate Professor & Head, Department of Advanced Zoology and Bio Technology Guru Nanak College, Chennai	
17	Dr. S. Jayakumar Associate Professor & Head, Department of Commerce Guru Nanak College, Chennai	
18	Dr. Y. Hari Prasad Reddy Associate Professor & Head, Department of Corporate Secretaryship Guru Nanak College, Chennai	
19	Dr. K. Manikandan Associate Professor & Head, Department of Defence and Strategic Studies Guru Nanak College, Chennai	
20	Dr. C.Murthi Associate Professor & Head, Department of Economics Guru Nanak College, Chennai	
21	Ms. T.Saroja Associate Professor, Department of Chemistry Guru Nanak College, Chennai	
22	Mr. M. Sivaraj Associate Professor, Department of Economics Guru Nanak College, Chennai	
23	Dr. Raja Rajasri Pramila Devi Assistant Professor, Department of Zoology Guru Nanak College, Chennai	
24	Dr. M.K. Shakila Director, Department of MBA Guru Nanak College, Chennai	 25 Feb 2019
25	Mr. R. Anand Associate Professor & Head, Department of MCA Guru Nanak College, Chennai	
26	Dr.K.Shanthi Assistant Professor, Department of M.S.W, Guru Nanak College, Chennai	

SL. NO.	NAME & DESIGNATION	SIGNATURE
27	Ms. M. Shanthi Assistant Professor, Department of Mathematics Guru Nanak College, Chennai	
28	Ms. K. Raviya Associate Professor Department of Computer Applications Guru Nanak College, Chennai	
29	Ms. S. Jeyalakshmi Associate Professor Department of Computer Science Guru Nanak College, Chennai	
30	Ms. Anitha Malisetty Associate Professor & Head, Department of Business Administration Guru Nanak College, Chennai	
31	Dr. Syed Ali Mujtaba Assistant Professor & Head, Department of Visual Communication Guru Nanak College, Chennai	
32	Dr. Gayathri Harikumar Assistant Professor & Head, Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai	
33	Dr. D. Sowmya Assistant Professor & Head, Department of Commerce (Honours) Guru Nanak College, Chennai	
34	Ms. R. Rama Assistant Professor & Head, Department of Commerce (Bank Management) Guru Nanak College, Chennai	
35	Ms. M.L. Mayalekshmi Assistant Professor & Head, Department of Commerce (Marketing Management) Guru Nanak College, Chennai	
36	Ms. M. Sheeba Assistant Professor & Head i/c, Department of Commerce (Information System and Management), Guru Nanak College, Chennai	
37	Dr. J. Vanathi Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai	

SL. NO.	NAME & DESIGNATION	SIGNATURE
38	Dr. Bharathi Ravikrishnan Assistant Professor & Head, Department of Biotechnology, Guru Nanak College, Chennai	 25-2-19
39	Dr. Vimala Chandrasekharan Assistant Professor & Head, Department of English Literature, Guru Nanak College, Chennai	
40	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai	
41	Mr. Nishant Shekar Assistant Professor & Head, Department of French Guru Nanak College, Chennai	
Teachers Representing Different Categories (Four Members)		
42	Dr. J. Jayanthi Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai	
43	Dr. S. Savithri Joint Dean – Academics Assistant Professor, Department of English, Guru Nanak College, Chennai	
44	Dr. P.V. Kumaraguru Deputy Director, Guru Nanak College, Chennai	
45	Dr. V. Srimathi Associate Professor Department of Mathematics Guru Nanak College, Chennai	
Faculty Member Nominated by the Principal (Member Secretary)		
46	Dr. Gunita Arun Chandhok, Director – Shift II Guru Nanak College Chennai	

S.No	NAME & DESIGNATION	SIGNATURE
<i>Special Invitees (Five Members)</i>		
1.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai	
2.	Dr. Marlene Morais Advisor Guru Nanak College, Chennai	
3.	Dr. Suresh George Dean – Academics Guru Nanak College, Chennai	
4.	Dr.N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai	
5.	Dr.K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Sixth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE SIXTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Tuesday 30th July, 2019

Time: 11.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042.



GURU NANAK COLLEGE
(AUTONOMOUS)
GURU NANAK SALAI, VELACHERY, CHENNAI-600 042

THE SIXTH MEETING OF THE ACADEMIC COUNCIL

Venue: Guru Ramdas Seminar Hall

Date: 30th July, 2019 Time: 11.00 a.m.

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
Chairman	
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.
Nominees of the University of Madras (Three Persons)	
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785
Experts from Outside College nominated by Governing Body (Four Persons)	

SL.NO.	NAME & DESIGNATION
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar,Chennai-600 020 Cell: 9840015394
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in
7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology - Madras, Chennai -600036 saji@iitm.ac.in
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijayalakshmi@annauniv.edu ;
<i>Heads of the Departments (Thirty Five Members)</i>	
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai
10.	Dr. Swati Paliwal Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
11.	Mr. B. Kumaran

SL.NO.	NAME & DESIGNATION
	Associate Professor & Head, Department of English Guru Nanak College, Chennai
12.	Mr. T. Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai
13.	Dr. K. Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai
14.	Dr. R.M. Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai
15.	Dr. M.Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai
16.	Dr. J.Jayanthi Associate Professor & Head Department of Advanced Zoology and Biotechnology Guru Nanak College, Chennai
17.	Dr. S. Jayakumar Associate Professor & Head PG Department of Commerce Guru Nanak College, Chennai
18.	Mr.D.Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai
19.	Dr. K. Manikandan Associate Professor & Head Department of Defence & Strategic Studies Guru Nanak College, Chennai
20.	Dr. C.Murthy Associate Professor & Head

SL.NO.	NAME & DESIGNATION
	PG Department of Economics Guru Nanak College, Chennai
21.	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai
22.	Mr. M. Sivaraj Associate Professor UG Department of Economics Guru Nanak College, Chennai
23.	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai
24.	Mr. R. Anand Associate Professor & Head, PG Department of Computer Application Guru Nanak College, Chennai
25.	Dr. Raja Rajasri Pramila Devi Assistant Professor & Head PG Department of Zoology Guru Nanak College, Chennai
26.	Dr.K.Shanthi Assistant Professor & Head Department of Social Work – MSW Guru Nanak College, Chennai
27.	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai
28.	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai
29.	Dr. V. Devi Associate Professor & Head

SL.NO.	NAME & DESIGNATION
	Department of Computer Applications Guru Nanak College, Chennai
30.	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai
31.	Mrs. Anitha Malisetty Deputy Dean (Academics), Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai
32.	Dr. R. Geetha Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai
33.	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai
34.	Dr. Gayathri Harikumar Deputy Dean (Academics), Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai
35.	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai
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37.	Mrs. M.L. Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai
38.	Mrs. R. Caroline Kalaiselvi Associate Professor & Head

SL.NO.	NAME & DESIGNATION
	Department of Commerce (Information System Management) Guru Nanak College, Chennai
39.	Dr. J.Vanathi Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai
40.	Dr. Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai
41.	Mrs.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai
42.	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai
43.	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai
Teachers Representing Different Categories (Four Members)	
44.	Dr.J.Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai
45.	Dr. S. Savithri Joint Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai
46.	Dr. P.V.Kumaraguru Dean Admin - IT Guru Nanak College, Chennai
47.	Dr.V.Srimathi Dean Admin – Sciences & Associate Professor Department of Mathematics,

SL.NO.	NAME & DESIGNATION
	Guru Nanak College, Chennai
<i>Faculty Member Nominated by Principal (Member Secretary)</i>	
48.	Dr.Gunita Arun Chandhok Vice Principal – Shift II Guru Nanak College, Chennai
<i>Special Invitees (Nine Members)</i>	
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
50.	Dr. Marlene Morais Advisor Guru Nanak College, Chennai
51.	Dr. Suresh George Dean - Academics Guru Nanak College
52.	Dr. N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai
53.	Dr. K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai
54.	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, Shift I Guru Nanak College, Chennai.
55.	Mr.Mohan Verghese Cherian Consultant Guru Nanak Skill Development Centre, Chennai
56.	Dr.M.K.Shakila Dean – Admin Management Guru Nanak College, Chennai
57.	Dr.S.E.Noorjahan Dean – Sciences Guru Nanak College

AGENDA

1. Welcome Address and Introductory Remarks by the Principal.
2. Approval of the minutes of the Board of Studies meeting for the
Department (B.Sc. Biotechnology) held on 15.07.2019
3. Any other matter (With the Permission of the Chair)

MINUTES OF THE SIXTH ACADEMIC COUNCIL

- ❖ The meeting began at 11 am in the Guru Ram Das Seminar Hall.
- ❖ Based on the feedback obtained from the stakeholders and students satisfaction survey, modifications were made in the syllabus of B.Sc. Biotechnology and passed in their Board of Studies meeting.
It was proposed to make modifications for the other courses in their forthcoming Board of Studies meeting.

The Dean Academics, Dr. Suresh George, brought forward the business and listed the items for approval.

Dr. Bharathi Ravikrishnan moved that the recommendation of the Board of Studies Meeting held on 15.07.2019 regarding the modifications in the Syllabus of B.Sc. degree in Biotechnology be approved

Dr.J.Jayanthi seconded the motion

It was resolved that the recommendation of the Board of Studies Meeting held on 15.07.2019 regarding the modifications in the Syllabus of B.Sc. degree in Biotechnology be approved.

The Dean-Academics, Dr. Suresh George reported the following items:

1. After a request from the College, the University of Madras sanctioned an additional number of seats for MSc Zoology and the current strength has been increased from 10 to 20.
2. The first year students attended a Bridge Course in English, Computing skills and Mathematics before the beginning of the Academic year.
3. Inspection for continuing affiliation for B.Sc Biotechnology (III year) and BSc Information Technology (II year) was completed
4. Certificate courses offered by Guru Nanak Centre for Skill Development for the students will commence from this Academic Year.
5. Guru Nanak Centre for Research will take up the initiative and involve students in Research projects
6. Pondicherry Central University and Guru Nanak Educational Society have entered into an agreement to begin the Twinning Programme and offer courses (MBA, M.Com (Fin), M.A (Hindi, Sociology & English, B.Com and BBA) from this Academic year onwards. The classes will be held in Guru Nanak College campus after College hours on weekdays and on weekends.

Mr. Karthik Seshadri, Advocate and expert from outside the College, appreciated the fact that innovations were being brought in Guru Nanak College, especially with an emphasis on Skill Development. He also stressed that it wasn't enough if an innovation happened but one had to see what the use of this innovation was how it could be patented. He cited the instance of students at IITs and IIMs who were drawn from all over the country and learnt Hindi or the

local language for the sake of communication. He specifically mentioned that the students from South India were a more subdued lot as compared with their counterparts from the North. He suggested that Personality Development classes needed to be given compulsorily to all the students to make them confident and ready to communicate.

Dr. Amutha Santhanam, University nominee, once again brought up the topic of encouraging students and faculty to register for online programmes like MOOCs run by NPTEL.

Dr. V. P. Matheswaran, University nominee, pointed out that certain details were missing in the Bibliography (year of publication, name of publisher, etc). All this was required to check if the source and reference materials were outdated or currently relevant.

Mr. Mohan Verghese Cherian, Consultant, Guru Nanak Centre for Skill Development made a mention of the Indian Society for Applied Behavioural Sciences in Bangalore. One of its major functions was to advance conceptual and cognitive knowledge in the field of Applied Behavioral Science and to share and develop professional skills to those who needed it. He said there was a landmark forum which offered a practical methodology for producing breakthrough achievements that are extraordinary. He spoke about the idea of a finishing school with the final year students benefitting from guidelines and tips on how to face an interview, how they should behave once they were in the industry.

Prof. Saji Mathew, IITM, expert from outside the College, mentioned that demand for Data Analytics is very high. He said that today the financial services and retail depended on Artificial Intelligence. One had to make use of this opportunity, especially in areas where there was a high demand for people who had a good knowledge of Finance, Technology or Data.

Dr. Gunita Arun Chandhok, Member Secretary mentioned that she had recommended the idea of sabbatical for Faculty whereby they could get updated in their field of specialization or do research. She emphasized that there were a large number of projects on the anvil.

The General Secretary emphasized the qualitative and practical aspects of teaching and said our syllabi should be skill oriented. He touched upon various other points namely;

- MCA had designed a new syllabus and introduced a few innovations.
- He stressed upon Industry-Institute partnership.
- Signing of MOUs-a few had already been signed. College was training students for Digitalization which a fast developing sphere and would bring forth many opportunities if the students were well trained.

Dr. Cauveri intervened and made a point about placements. She said English teachers needed to be a part of the placement process. She added that corporates should give training to all. Though freshly hired graduates were trained before they entered the actual workforce, proper implementation was lacking. She felt that introduction of soft skills and group oriented activities to the final year students would be more effective as they would be better equipped than before. Mr. Karthik Seshadri suggested that we needed to offer a bridge course to the

students from Guru Nanak School and that may motivate them to join our College.

Then, the General Secretary continued with his points. He said our College admitted students from various strata of society, purely on merit, without discriminating on the basis of caste or religion. He also wanted the language teachers to take it upon themselves and express their views on all matters pertaining to the College.

The Principal also mentioned that the students had completed the bridge course successfully. He added that, when he proposed an industrial visit for the faculty to the General Secretary, he had readily agreed. For courses like creative writing, resource persons from the industry could be brought to give first hand training to students. 56 faculty members have enrolled so far for MOOCs.

The meeting ended at 12.30 pm with the Principal thanking the members, for their active participation.

- ❖ The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months, after the fifth Academic Council Meeting, which was held on 25th Feb. 2019

Introductory Remarks by the Chairman

Academic Programmes

To keep pace with the challenging environment, the College has extended both the number and scope of its academic programmes.

A.P.G programme in Defence & Strategic Studies has been introduced from this academic year.

Restructuring of Academic Administration: The College has restructured the academic administration for efficient and effective functioning by appointing the following:

VP – Student Affairs, Shift I

Dean - Research

Dean- Sciences

Dean Admin – IT, Dean Admin -Sciences, Dean Admin- Management

Office of The Controller of Examinations – A technology enhanced system has been put in place for a smoother conduct of the examinations.

Integrated Management System: To enhance the effective functioning of the College administration, an Integrated Management System (IMS) under the COE has been established. All data pertaining to the College has been centralized. Further, the admission process was completely 'Online' and this made the admission process very rapid and smooth. The Principal

placed on record that this academic year, the College has received a record number of applications **20511** for all the departments (i.e, 19927 in UG, 584 in PG). The IMS team had issued the ID cards to the students on the day of the admission itself. The current student strength for Guru Nanak College is **6475** (**2294** in Shift I and **4181** in Shift II). This includes both UG and PG Courses.

Research Activities

- ❖ To commemorate the 550th birth anniversary of Shri Guru Nanak Devji, a new centre for research “**Guru Nanak Centre for Research**” has been initiated in the year 2019. It was begun with a view to bring together academicians and researchers in the fields of Basic Sciences, Applied Sciences, Social Sciences, Commerce and Management Studies by providing a platform for ground breaking research. GNCMR aims at paving the way in the pursuit of basic, applied and advanced research as well as fostering extension activities in various fields.
- ❖ GNCMR will function as an Incubation Centre and will monitor all research activities and will disseminate knowledge among the academicians involved in research and promote industrial collaboration involving active R&D Projects.
- ❖ The number of Research supervisors has increased from 24 to 26 and Research Scholars from 114 to 121.
- ❖ 10 Research scholars were awarded Ph. D. in the last six months.
- ❖ A “**Student Research Club**” was initiated which engages the undergraduate students in active research. The aim is to provide a platform for young minds to nurture their ideas related to research in all disciplines and motivate them to think and apply the theoretical concepts.
- ❖ The G. S. Gill Research Institute, a wing of GNCMR which was earlier involved in exclusive research on insect-plant interaction will receive a new face lift as it forays into inter- disciplinary research in Life Sciences.
- ❖ To strengthen the existing S&T infrastructure the College has applied for "Fund for Improvement of S&T infrastructure in Universities & Higher Educational Institutions (**FIST**)" under the Department of Science & Technology (DST).
- ❖ A summer internship programme was organized on “Career enhancement skills on molecular techniques” from 13. 05.19 to 17.05.19. A selected number of students were given hands on experience on handling basic and advanced techniques in Biotechnology. The program was intended to enrich the students’ knowledge, and to motivate them towards higher education and research.
- ❖ The College has applied for the New Generation Innovation and Entrepreneurship Development Centre (New Gen IEDC) a programme launched by National Science and Technology Entrepreneurship Development Board (NSTEDB), Department of Science &

Technology (DST), Government of India. New Gen IEDC will aim to inculcate the spirit of innovation and entrepreneurship amongst the young S&T students, encourage and support start-up creation through guidance, mentorship and support.

- ❖ Three Candidates are applying under the DST - Women Scientist Scheme. Pre proposals have been uploaded for the same.
- ❖ Seed money to be allotted for innovative research related 'start ups' for the undergraduate students. Seed money will also be provided for staff members with innovative research projects.
- ❖ To encourage the staff to engage in quality research, an amount of Rs.10,000/ has been earmarked for best paper publication/ presentation and Rs.50,000/ for the best research proposal.

DBT Star College Scheme – Guru Nanak College was given a grant of Rs. 104 lakhs under this scheme in Feb 2018 to strengthen the UG (Science) departments of Mathematics, Physics, Chemistry, AZBT and PBPBT. This amount has to be utilized within three years. The College received Rs. 68 lakhs as first instalment. In April 2019, the progress report of FY 2018-19 was presented at Pondicherry University. Based on this report, DBT has recommended a subsequent release of grant for FY 2019-20.

The students of Science departments have greatly benefited under this scheme. They were given hands-on experience by being involved in projects, industrial visits, summer training programs. The faculty members of the departments have also benefited under this scheme. They have been part of training programs and FDPs. The Science departments have also organized 14 exhibitions / seminars/ training courses for various Colleges through this scheme. 41 guest speakers were invited from various fields to share their rich experience with our faculty and students.

The DBT grant has been apportioned to the departments of Maths, Physics, Chemistry, Advanced Zoology and Plant Biology for their respective research activities.

Guru Nanak Centre For Skill Development

- The Guru Nanak Centre for Skill Development has been established this academic year. It aims at collaborating with reputed professional institutions and accrediting bodies, both within the country and abroad to provide opportunities to its students to pursue various job oriented courses recognized by the industry. It also focusses on helping students acquire and enhance the competence required to sustain and stay ahead of competition in their quest for securing employment.
- The Centre is engaged in discussions with various reputed professional institutions and accrediting bodies including MSME, NIELIT and Stenographer's Guild for introducing various professional certification programmes like:
Tally ERP 9.0, Information System Security, Cloud Computing, Python Programming, Office Automation, Office Management and Industrial Relations

- In addition, the Centre is also in discussions with KVIC and MSME for imparting **skill training to students** in areas such as:
Tailoring, Simple Chemicals, Apiculture, Bakery, Fruit & Vegetable Canning, Cell Phone Servicing, Laptop Services etc., to equip them establish their own cottage industries with technical and marketing support. Such courses may be extended to school drop outs and the public at large as part of the institution's **Social Responsibility Programme**.
Further, the Centre proposes to collaborate with M/s. Hero MotoCorp to conduct a certificate programme titled **Two Wheeler Technician Programme**
- It is proposed to conduct a two day workshop on "Application of Statistics using SPSS for Data Analysis in Research" for researchers, faculties and students of different academic Institutions in March 2020.

Media Centre

The College has proposed to establish a Media centre, where the Departments of Languages will assist the Department of Visual Communication in an in depth coverage of the College activities throughout the year.

Accommodation For Students

New Hostel Facilities – The College has facilitated the students to be accommodated in the private hostels in the neighborhood.

❖ Academic Enrichment Activities:

The students of Guru Nanak College have excelled in both the academics and extra-curricular activities. 42 overall trophies were won by our students in the last six months.

- ❖ **Seminars and Workshops:** Around 30 faculty members of Guru Nanak College have participated in National Seminars, and workshops, served as guest speakers, also served as external members for PhD Viva Voce.
- ❖ **Paper Presentations & Publications** – The faculty members have published around 50 papers in leading journals.
- ❖ **Faculty Development Programme (FDP)** – organized by Department of Commerce, (Shift-I) on **Basics in Tally** 60 faculty members participated in the FDP.
- ❖ **Placement Cell** - 14 top companies like (E & Y, AllSec, Capgemini, HCL, InfoSys, NTrust, Sutherland to name a few) visited our campus in the year 2018-19 and 680 students were placed.
- ❖ **Pass Percentages** – The average pass percentages for the batch 2016-2019 in UG is 73.0084 and 98.53 in PG. The pass percentage for the batch 2017-19 in PG is 83.20.

He remarked that during the past six months, College has scaled greater heights.

- The Guru Nanak College Skill Development Centre established in June 2019 has signed MOUs with Government agencies like MSME, KVIC, ICTACT and so on, to impart skill based training to the students of Guru Nanak College.

Innovative Activities

Entrepreneurship Development Programs : The Guru Nanak Centre for Research in association with the Food and Nutrition Extension Unit, Food and Nutrition Board, Ministry of Women and Child Development conducted a five day workshop on “Fruits and Vegetable Preservation Technology and Product Development” from 16th to 20th September 2019. **Total Number of Participants: 162**

The Objective of the program was to give training in the various aspects of industry oriented food processing leading to entrepreneurial development among young graduates. This was done by training as well as encouraging them to establish their own processing unit and to generate income and give employment to others. Seed Grants are provided to the participants for establishing start- ups.

Department of Library

Department of Library progressed in many ways; recently, 957 books worth Rs. 5.44 lacs were purchased under DBT Star College Scheme. The purchased books were processed and transferred to the concerned Department libraries.

The second Inter-Departmental quiz competition was conducted during July 2019 by the Dr. S. R. Ranganathan Memorial Quiz club. 38 teams participated and the Departments of Physics, Plant Biology and Plant Biotechnology, Defence & Strategic Studies won 1st, 2nd and 3rd place respectively.

This year one student council executive member specifically for library services has been elected to promote library and its services among students and staff.

Department of Physical Education

- Pavit Singh Nayar Memorial Trophy, is an annual event sponsored by the Southern Motorcycles (Authorised Spare Parts Distributor) and it is a T20 Inter-Collegiate Cricket Tournament conducted by Guru Nanak College (Autonomous). Loyola College students were the winners and Guru Nanak College “A Team” were the runners up for men and MOP were the winners and WCC were the runners up for the women’s teams, in the 5th edition held in 2019.

- 7 of our students are playing in TNPL 2019-20 and our students have stood first in “All India Lalithram Memorial Trophy” in Kho-Kho.
- University of Madras has nominated Guru Nanak College as in charge for the 40 Colleges of the A zone (2019-20) The Principal Dr. M. G. Ragunathan is the chairman.

PU-GNES Twinning Program

The Twinning program is a UGC approved pioneering educational program, which extends the scope of educational program by providing access for tertiary level of education through the distance mode. This twinning program conceives a lasting partnership between Directorate of Distance Education, Pondicherry University and Guru Nanak Educational Society (Regd.), Chennai. The courses of Pondicherry University namely MBA, M.Com (Finance), M.A. (English), M.A. (Sociology), M.A. (Hindi), BBA, and B.Com can be pursued at Guru Nanak College Campus, Chennai.

Finally he thanked all the members for sharing their valuable suggestions.



GURU NANAK COLLEGE (AUTONOMOUS)

GURU NANAK SALAI, VELACHERY, CHENNAI-600 042




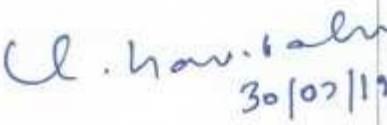
THE SIXTH MEETING OF THE ACADEMIC COUNCIL

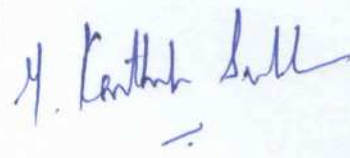


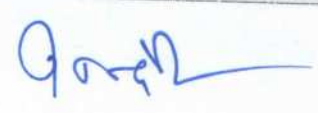
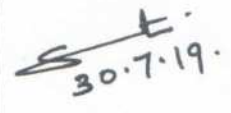
Venue: Guru Ramdas Seminar Hall

Date: 30th July, 2019

Time: 11.00 a.m.

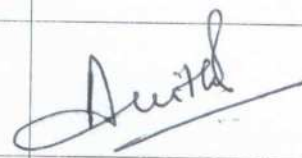
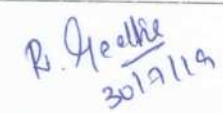
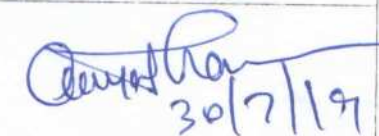





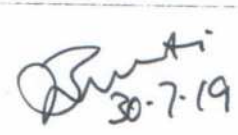
LIST OF MEMBERS





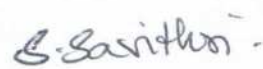





SL. NO.	NAME & DESIGNATION	SIGNATURE
<i>Chairman</i>		
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.	
<i>Nominees of the University of Madras (Three Persons)</i>		
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.	
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065	
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785	

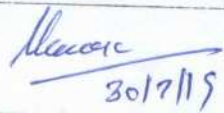




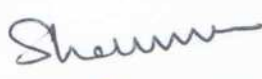

SL. NO.	NAME & DESIGNATION	SIGNATURE
<i>Experts from Outside College nominated by Governing Body (Four Persons)</i>		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8, 7th Cross St, Indira Nagar, Adyar, Chennai-600 020 Cell: 9840015394	
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in	
7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology - Madras, Chennai -600036 saji@iitm.ac.in	
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijiyalakshmi@annauniv.edu	
<i>Heads of the Departments (Thirty Five Members)</i>		
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai	
10	Dr. Swati Paliwal Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai	

SL. NO.	NAME & DESIGNATION	SIGNATURE
11	Mr. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai	B. Kumaran
12	Mr. T. Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai	T. Subhramaniyan 30.07.19
13	Dr. K. Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai	K. Namasivayam 30/7/19
14	Dr. R.M. Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai	R. Ezhilarasi 30.7.2019
15	Dr. M. Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai	M. Gopi 30.07.19.
16	Dr. J. Jayanthi Associate Professor & Head Department of Advanced Zoology and Biotechnology Guru Nanak College, Chennai	J. Jayanthi
17	Dr. S. Jayakumar Associate Professor & Head PG Department of Commerce Guru Nanak College, Chennai	S. Jayakumar
18	Mr. D. Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai	D. Ranjith Kumar
19	Dr. K. Manikandan Associate Professor & Head Department of Defence and Strategic Studies Guru Nanak College, Chennai	K. Manikandan
20	Dr. C. Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai	C. Murthy

SL. NO.	NAME & DESIGNATION	SIGNATURE
21	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai	<i>T. Saroja</i> 30/7/19
22	Mr. M. Sivaraj Associate Professor UG Department of Economics Guru Nanak College, Chennai	<i>M. Sivaraj</i>
23	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai	<i>V. Uma</i> 30/07/19
24	Mr. R. Anand Associate Professor & Head, PG Department of Computer Application Guru Nanak College, Chennai	<i>R. Anand</i>
25	Dr. Raja Rajasri Pramila Devi Assistant Professor & Head PG Department of Zoology Guru Nanak College, Chennai	<i>R. Rajasri</i> 30/7/19
26	Dr.K.Shanthi Assistant Professor & Head Department of Social Work – MSW Guru Nanak College, Chennai	<i>K. Shanthi</i> 30/7/19
27	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai	<i>O. Nirmala</i> 30/7/19
28	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai	<i>M. Shanthi</i> 30/7/19
29	Dr. V. Devi Associate Professor & Head Department of Computer Applications Guru Nanak College, Chennai	<i>V. Devi</i> 30/7/19
30	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai	<i>R. Rajini</i> 30/7/19

SL. NO.	NAME & DESIGNATION	SIGNATURE
31	Mrs. Anitha Malisetty Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai	
32	Dr. R. Geetha Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai	 30/7/19
33	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai	
34	Dr. Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai	 30/7/19
35	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai	 30/7/19
36	Mrs. R. Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai	 30/7/19
37	Mrs. M.L. Mayalekshuni Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai	
38	Mrs. R. Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information System Management) Guru Nanak College, Chennai	
39	Dr. J. Vanathi Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai	 30-7-19
40	Dr. Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai	 30-7-19

SL. NO.	NAME & DESIGNATION	SIGNATURE
41	Ms.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai	
42	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai	
43	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai	
Teachers Representing Different Categories (Four Members)		
44	Dr.J.Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai	
45	Dr. S. Savithri Joint Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai	
46	Dr. P.V.Kumaraguru Dean Admin - IT Guru Nanak College, Chennai	
47	Dr.V.Srimathi Dean Admin – Sciences & Associate Professor Department of Mathematics, Guru Nanak College, Chennai	
Faculty Member Nominated by Principal (Member Secretary)		
48	Dr.Gunita Arun Chandhok Vice Principal – Shift II Guru Nanak College, Chennai	
Special Invitees (Nine Members)		
49	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai	
50	Dr. Marlene Morais Advisor Guru Nanak College, Chennai	

SL. NO.	NAME & DESIGNATION	SIGNATURE
51	Dr. Suresh George Dean - Academics Guru Nanak College	 30/7/19
52	Dr. N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai	 30 th July 2019
53	Dr. K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai	
54	Dr.L.R.S.Kalanithi Vice Principal - Student Affairs, Shift I Guru Nanak College, Chennai.	
55	Mr.Mohan Verghese Cherian Consultant Guru Nanak Skill Development Centre, Chennai	
56	Dr.M.K.Shakila Dean - Admin Management Guru Nanak College, Chennai	
57	Dr.S.E.Noorjahan Dean - Sciences Guru Nanak College	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Seventh Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE SEVENTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Wednesday 26th February, 2020

Time: 11.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042



GURU NANAK COLLEGE
(AUTONOMOUS)
GURU NANAK SALAI, VELACHERY, CHENNAI-600 042

THE SEVENTH MEETING OF THE ACADEMIC COUNCIL

Venue: Guru Ramdas Seminar Hall

26th February 2020 Time: 11.00 a.m.

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
<i>Chairman</i>	
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.
<i>Nominees of the University of Madras (Three Persons)</i>	
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.
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7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology - Madras, Chennai -600036 saji@iitm.ac.in
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijayalakshmi@annauniv.edu ;
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10.	Dr. Swati Paliwal Dean Languages, Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
11.	Mr. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai
12.	Mr. T. Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai

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19.	Dr. V.P Nedunchezian Associate Professor & Head Department of Defence & Strategic Studies Guru Nanak College, Chennai
20.	Dr. C.Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai
21.	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai
22.	Dr N.Malathi Assistant Professor UG Department of Economics Guru Nanak College, Chennai

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30.	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai
31.	Mrs. Anitha Malisetty Deputy Dean, Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai
32.	Dr. R. Geetha Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai

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46.	Dr. P.V.Kumaraguru Dean Admin - IT Guru Nanak College, Chennai
47.	Dr.V.Srimathi Dean Admin – Sciences & Associate Professor Department of Mathematics, Guru Nanak College, Chennai
<i>Faculty Member Nominated by Principal (Member Secretary)</i>	
48.	Dr.Gunita Arun Chandhok Vice Principal – Shift II Guru Nanak College, Chennai
<i>Special Invitees (Eight Members)</i>	
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
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51.	Dr. Suresh George Dean - Academics Guru Nanak College
52.	Dr. N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai
53.	Dr. K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
54.	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, Shift I Guru Nanak College, Chennai.
55.	Dr.M.K.Shakila Dean – Admin Management Guru Nanak College, Chennai
56.	Dr.S.E.Noorjahan Dean – Sciences Guru Nanak College



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at “A” Grade by NAAC Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

SEVENTH MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: 26th February, 2020

Time: 11.00 a.m.

Venue: Guru Ramdas Seminar Hall

- Welcome Address and Introductory Remarks
- Approval of the Minutes of the Board of Studies meetings:
- Summer Internships
- Any other matter (With the Permission of the Chair)

MINUTES OF THE SEVENTH ACADEMIC COUNCIL MEETING

Place of Meeting: Guru Ramdas Seminar Hall

Date: 26th February, 2020

Time: 11.00 A.M

- The Meeting began at 11.22 am.
- Dr.Suresh George, Dean (Academics) welcomed the external members, the chairperson, the member secretary, all the HOD's and the Deans of the various schools of Guru Nanak College. He invited the Principal to give the six month report of Guru Nanak College from August 2019 to February 2020.
- Dr.M.G.Ragunathan, Chairperson and the Principal, Guru Nanak College gave a brief report of the College activities and students and Staff achievements of Guru Nanak College from August 2019 to February 2020.
- The chairperson, asked the Dean (Academics), Dr.Suresh George to proceed with the business to be brought forward.

BUSINESS BROUGHT FORWARD

ITEMS FOR APPROVAL

Item 1: Dr.S.Jayakumar, Chairperson, School of Commerce, moved that the recommendation of the Board of Studies Meeting held on 08-Feb-2020 regarding the modifications in Syllabus of Commerce and BBA may be approved.

Dr.R.Geetha seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 08-Feb-2020 regarding the modifications Syllabus of Commerce and BBA may be approved.

Item 2: Dr.V.UmaMaheshwari, Chairperson, School of Management moved that the recommendation of the Board of Studies Meeting held on 25-Jan-2020 regarding the modifications in the Syllabus of MBA may be approved

Dr.M.K.Shakila seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 25-Jan-2020 regarding the modifications in the Syllabus of MBA may be approved.

Item 3: Dr. R.M.Ezhilarasi, Chairperson, School of Sciences moved that the recommendation of the Board of Studies Meeting held on 05-Feb-2020 regarding the modifications in the Syllabus of M.Sc. Chemistry and B.Sc. Bio Technology may be approved.

Dr. S.E. Noorjahan seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 05-Feb-2020 regarding the modifications in the Syllabus of M.Sc. Chemistry and B.Sc. Bio Technology may be approved.

Item 4: Dr. C. Murthy, Chairperson, School of Humanities moved that the recommendation of the Board of Studies Meeting held on 07-Jan-2020 regarding the modifications in the Syllabus of M.A. Defence & Strategic Studies and B.A. English may be approved.

Dr. N.Malathi seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 07-Jan-2020 regarding the modifications in the Syllabus of M.A. Defence & Strategic Studies and B.A. English may be approved.

Item 5: Dr.M.Murthi, Chairperson, School of Languages moved that the recommendation of the Board of Studies Meeting held on 10-Feb-2020 regarding the modifications in the Syllabus of Foundation English and Soft Skills may be approved.

Dr. SwathiPaliwal seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 10-Feb-2020 regarding the modifications in the Syllabus of Foundation English and Soft Skills may be approved.

Item 6: Dr.S.Nirmala Devi, Chairperson, School of Information Technology moved that the recommendation of the Board of Studies Meeting held on 13-Feb-2020 regarding the modifications in the Syllabus of Computer Sciences may be approved.

Dr. P.V.Kumara Guru seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 13-Feb-2020 regarding the modifications in the Syllabus of Computer Sciences may be approved.

Item 7: The entire Syllabus of Value Education has been revamped. Unit 5 has been designed to include Guru Nanak Devji's life and teachings. This has been done to commemorate the 550th Birth Anniversary of Guru Nanak Devji. Dr Suresh George, invited Dr.S.Savithri, Joint Dean (Academics) to move the resolution.

Dr.S.Savithri, Joint Dean (Academics) moved that the Value Education syllabus may be approved.

Ms. Anitha Malisetty, Deputy Dean (Academics) seconded the motion.

Resolved that the recommendation regarding the modifications in the Syllabus of Value Education may be approved.

Item 8: Dr.S.Savithri, Joint Dean of Academics moved that the proposal to make Summer Internships compulsory for the II year UG Students in the IV Semester may be approved.

Dr. M.K.Shakila, Dean (Admin-Management) seconded the motion.

Resolved that the proposal for Summer Internships for Second Year Students be approved.

ITEMS FOR REPORTING

The Dean-Academics, Dr. Suresh George reported the following items:

Item-1: The Current Semester Examinations will have Double Valuation to bring in more transparency in Evaluation.

Item-2: Internal Assessment Component from the Academic Year 2020-2021 onwards will be as follows:

- 1) Mid-Semester Examination - 10 Marks
 - 2) Model Examination - 10 Marks
 - 3) Assignment – 10 Marks
 - 4) Class Activity – 15 Marks
 - 5) Attendance – 5 Marks
- Total – 50 Marks

Dr. Amudha Santhanam sought clarification regarding “methodology” offered as Research Methodology paper or Project work in the Commerce syllabus. Dr. S.Jayakumar answered that Project Work was introduced in the Commerce (General) Syllabus.

Dr. Amudha Santhanam sought a clarification regarding the allotment of Class Activity marks in Internal Marks. Dr. Savithri said that the Class Activity marks were given by the subject teachers after conducting activities like Seminars, Quizzes, Group Discussions, PPTs etc.

Dr. Cauvery enquired, if the English Department of the College had any magazine for the students to show case their writing skills

Ms.Senkamalam, HOD, B.A. English department mentioned that they had a Quill Magazine where the students’ attempts at creative writing- stories, poems, etc are published.

Dr. Cauvery mentioned that the students would benefit if the organizations interested in recruiting students came forward to train them. These students could also be a part of collaborative research. The Vice-Principal Shift II mentioned that the preplacement training was already in place. This year, the Department of MBA had voluntarily done the Pre-Placement training for all the final year students. Ms. Mayalekshmi, HOD- B.Com Marketing Management mentioned that companies like TCS, Redington were also training the students. Dr. Kumara Guru, (Dean IT) made a mention that the ICT Academy was offering a 150 hours of pre-placement training for the students.

Dr Cauvery also mentioned that it was absolutely essential that the Faculty, constantly update themselves periodically. She added that apart from refresher courses they should also take periodic

tests in Core papers so that they are in touch with their subjects. The Principal said that this suggestion would be taken up for consideration.

Dr. Cauvery suggested that the students applying for Ph.D., in the College should also be made to take up Language tests apart from the screening tests to prove their proficiency.

She applauded the Value Education Syllabus and gave the reference of a book “Literature on Reality” published by Oxford University Press for the syllabus.

Mr. Karthik Seshadri made a suggestion of introducing Tamil Literature and B.A. History programs in Guru Nanak College. He said though the programs may not fetch employment immediately but he stressed that it was important for the students to know their history and be aware of the abundance of Tamil Literature.

He mentioned that the Principal’s report could have details of the publications and paper presentations made by the Faculty Members as it was a matter of pride for them. He further suggested that the College could explore the possibility of Summer Internships for the Faculty Members too.

Dr. Saji Mathew, Professor IIT, raised the following queries:

1. Do we have an Alumni Association? We affirmed it. We added that we included our Alumni in our BOS and also invite them to give Guest Lectures to our students on a regular basis.
2. Do we make use of the Alumni for obtaining Internships and Placements for our students? We affirmed it and Dr.R.M.Ezhilarasi pointed out that Syngene in Bangalore had a lot of our students on its payroll.

Dr. H. Nirmal Kumar made a few observations:

1. Corporates could give organize Training programs for students. Eg: TCS, offers Training every year as part of their CSR Activity.
2. He said that the Industrial Visits should be made compulsory for all the students. We mentioned that we already had it as part of the syllabus.
3. He also said that the faculty members could use the audio-visual teaching aids to supplement their lectures.
4. He made a suggestion that the college should have a tie-up with the ICWA institutes and offer an integrated program for the Commerce Students.
5. He desired to know about the functioning of the ED Cell of the College citing the popularity of MOP Bazaar. In response, the Member Secretary, Gunita Arun Chadhok highlighted the GNC Endeavour, - a mock company of Guru Nanak College, which issues shares to students, declares dividends and holds an AGM. It offers reprography services and stocks stationery for the students and faculty. Besides this, it held Bazaars every month which was popular among the students and staff.

6. He asked if WIFI facility was freely available to all students of the College. The Principal answered in the affirmative.
7. He suggested that the faculty members should prepare the course material for the Value Education paper, incorporating discipline and basic values as one of the components.

A point had earlier been raised by the Member Secretary & Vice Principal (Shift II) Dr Gunita Arun Chandhok regarding granting sabbatical for the faculty members. As the management had not expressed their views on this point, it had not been included in the Action taken report. However, in the subsequent meeting with the Secretary& Correspondent, it was pointed out that this was not a financially viable proposal as there was no indemnity from the faculty members. Hence this proposal could not be pursued.

The meeting concluded with the vote of thanks by the Principal at 1 pm.

Principal's Report
(August 2019 to February 2020)

Academic Programmes

To keep pace with the challenging environment, the College has introduced a P.G programme in Defence & Strategic Studies from the academic year 2019-20.

Restructuring of Academic Administration: The College has restructured the academic administration for efficient and effective functioning by bringing in the **School System** and appointing the following:

Dean – Research, Dean - Sciences, Dean – Humanities, Dean- Languages, Dean – Admin- IT, Dean Admin -Sciences, Dean Admin - Management and Chairpersons for the Board of Studies meetings.

Conferences

Three International Conferences were organized in the past six months.

- The 1st International Conference was organised by the Commerce Department shift-I on September 28th 2019 titled “**Transformation in Industry in an era of Digitalization: Challenges and Opportunities**”. Many eminent speakers participated in this conference from across the world. We had delegates from Bhutan, Jordan, Singapore and India in this Conference. 283 Research articles across the World were received, out of which 92 articles were published in Scopus Indexed Journal and 50 articles were published in NAAS related International Journals. Around 600 delegates from 13 universities and 121 Colleges participated in this International Conference.
- The 2nd International Conference on “**Partnership and Ownership Building for Sustainable Development**” was held on 5th & 6th December 2019 at Guru Nanak College, Chennai under the leadership of OISCA South India Chapter, Calicut and OISCA Chapters of Tamil Nadu, Chennai. There were 70 oral presenters, 11 poster presentations and 64 contributory papers for the conference.
- The 3rd International conference organised by the departments of BBA and B.Com (Honors) on “**Business Processing Reengineering: A Global Perspective**” was on 21st and 22nd February 2020. Guests and resource persons were from Britain, Kenya, Russia, Japan, China, Srilanka, Ethiopia and India. 167 research papers were received from Corporates and academicians from Syria, Afghanistan, USA and India.

Seminars and Workshops:

- Around 30 faculty members of Guru Nanak College have participated in National Seminars, and workshops, served as guest speakers and have also served as External Examiners for PhD Viva Voce.

- It is proposed to conduct a two day workshop on “Application of Statistics using SPSS for Data Analysis in Research” for researchers, faculties and students of different academic Institutions on 6th and 7th March 2020.
- Departments of Commerce and the Office of the Dean (Academics) have organized Faculty development programmes.
- A workshop on Outcome based Education was jointly organized by the Office of the Dean (Academics) and IQAC.

Paper Presentations & Publications:

The faculty members of our college have published around 50 papers in leading journals.

Research Activities -

- **Research Policy to promote Quality Research:** To enhance the quality of research within the Institution a revision in the Research Policy was proposed in the research supervisors meeting. It is proposed to centralize the admission procedures. The vacancies available with the respective guides will be updated in the website and the Common Entrance Test (CET) will be conducted. The selection and admission process will be taken up by the Guru Nanak Centre for research.
- **Seed Money Allocation:** To promote research among staff and students, the Management of Guru Nanak College has allocated a seed grant for research. This is meant for all UG and PG students as well as for the Faculty members for innovative research work. Seed money allocation is as follows UG students-Rs.5,000/-, PG students- Rs.10,000/- and Faculty members Rs.50,000/-. The scrutiny process will involve preliminary screening by internal committee members, followed by external scrutiny and presentation by the candidates whose Research proposals have been shortlisted.
- **Student Research Club:** A student Research Club has been initiated on campus. Individual and group projects have been encouraged among undergraduate and post-graduate students to create an interest among students towards research.
- **Students Exchange Programme** for promotion of research and development at Global level has been initiated and a student of B.Sc. Advanced Zoology and Biotechnology has been selected for the Preliminary Screening for an Indo Canadian Research Exchange Programme.
- **Collaborative Research:** Collaborative research in Sciences has been initiated with reputed Institutions such as Envis Centre-University of Madras, National Institute of Ocean Technology, CLRI, Anna University and SRM University.

For Management related research studies collaboration with Arun Excello, Phalgune Infotech, Madras Management Association and Tanstia are already in existence. Hubert Enviro Care systems and Armats Biotek Training & research Institute, Avanz Bioprivate LTD, Mass Diagnostic Centre, Aavin Dairy, Marina Labs, S.S. Diagnostic Centre, Prashanth Hospital, Bizplus Services are actively engaged in industrial related research collaboration with Guru Nanak Centre for Research.

- **Fellowships/ Scholarships/Projects:** 3 students have obtained State government scholarships for PhD, one student has got a UGC, JRF-NET scholarship and one other student has received a national OBC fellowship. Two faculty members have received grants (one from ICSSR and one from CIIL)

550th Birth Anniversary Celebrations - To commemorate the 550th Birth anniversary celebrations of Shri Guru Nanak Dev Ji, an array of events were organised throughout the year.

They are:

- A “**Free Mega Medical Camp**” was organized from 23rd to 27th September 2019 which was open to the public and the needy. It was inaugurated by the Hon’ble Minister Thiru. K. A. Sengottaiyan, Govt. of Tamil Nadu. 11 Hospitals participated with specialists for Cardiology, Gynecology, Ophthalmology. Cancer screening was done for women. A dental, ENT and diabetic screening was done for both men and women. A total number of 2412 people (from 8 years to 65 years) benefitted from the camp.
- **Guru Shiksha** - A State Level Inter-collegiate & Inter school oratorical / Essay – Writing Competition on the topic:” Guru Nanak Dev Ji’s Universal Teachings and Social reforms on Gender & Equality” was organised on 14th and 15th October 2019. 96 Educational Institutions and 625 students across Tamil Nadu participated. The management distributed cash awards of 5.48 lakhs to the winners.
- A two-day **National seminar** was organized on 17th& 18th October 2019 with eminent speakers from various parts of the country deliberating upon Guru Nanak Dev Ji’s teachings, his ideas about oneness of God, communal living, langar, dignity of labour, empowerment of women, people’s right to justice, education and religion and pointed out how his teachings were relevant even today.
- As an integral part of the celebrations, Interdepartmental competitions in Tamil, Hindi and English were conducted for the students of both Shift I and II from 20-09-19 to 26-09-19. Events like Painting, Slogan Writing, Short Story Writing, Poster Making, Rangoli, Storytelling, Elocution, Quiz, Group Singing, PiCaptions(Photos with Captions), Short Video and Street Play were organized as part of the celebrations. Nearly 350 participants eagerly took part in these competitions. The students gained awareness about the life, teaching and principles of Shri Guru Nanak Devji.
- The Department of Physical Education, Guru Nanak College, organized “**GURU FEST**” a State Level Chess Tournament for children at Guru Nanak College on 23rd and 24th November 2019. This event attracted 617 players from all over Tamilnadu including 67 FIDE rated players. This event was organized under SWISS system with five categories Under

8/10/12/14/18 with 8 rounds for boys and 7 rounds for girls. This event was organized by Guru Nanak College under the aegis of Tamilnadu State Chess Association and Chennai District Chess Association. Grand Master K. Sasikiran presided over the function and gave away the prizes on 24th November 2020.

Guru Fest- Inter Collegiate Staff tournament

The Department of Physical Education organized the **Guru Fest** Invitational **Inter Collegiate Staff Tournament** on **14.12.2019 (Saturday)** in the college Guru Teg Bahadur Indoor auditorium. Staff from R.K.M Vivekananda College, Guru Nanak College, Madras Christen College, Mohammed Sathak, Sri Ramachandra Medical College and Ethiraj College participated. The following events were conducted :

- ❖ Carrom -(Men & Women)
- ❖ Badminton Doubles- (Men & Women)
- ❖ Table Tennis Doubles- (Men & Women)
- ❖ Guru Fest - Inter-collegiate Volleyball, Football (Five a Side) for the students was held from 19.12.19 to 20.12.19 in our College ground. Students from Nazareth Arts and Science College, R.K.M Vivekananda College, Guru Nanak College, Loyola College, Hindustan College of Arts and Sciences and D.B.Jain College participated.

Football Intercollegiate Tournament- Guru Nanak College 3rd place

Volleyball Intercollegiate Tournament - Loyola College 1st place

- A trip to Amritsar trip was organized by the Management for the Teaching and Non-teaching members of Guru Nanak College
- A new centre for research “**Guru Nanak Centre for Research**” was initiated in 2019.
- The Guru Nanak College Skill Development Centre established in June 2019 has signed MOUs with Government agencies like MSME, KVIC, ICTACT and so on, to impart skill based training to the students of Guru Nanak College.

Innovative Activities

Entrepreneurship Development Programs : The Guru Nanak Centre for Research in association with the Food and Nutrition Extension Unit, Food and Nutrition Board, Ministry of Women and Child Development conducted a five day workshop on “Fruits and Vegetable Preservation Technology and Product Development” from 16th to 20th September 2019. **Total Number of Participants: 162.** The Objective of the program was to give training in the various aspects of industry oriented food processing leading to entrepreneurial development among young graduates. This was done by training as well as encouraging them to establish their own processing unit and to generate income and give employment to others. Seed Grants are provided to the participants for establishing start- ups.

Student Placements:

As of now, companies like Just Dial, Ernst & Young, Mr.Cooper, Cognizant and Infosys have visited our campus for placement drives and around 100 students are placed. We are awaiting Placements from many other organizations too.

Physical Education

- The University of Madras, Tournaments and Sports Committee has nominated Dr. M. G. Ragunathan, Principal, Guru Nanak College as Chairman and Dr. A.Jeyaganesan, Director of Physical Education, Guru Nanak College as a convener for conducting the University of Madras - A-Zone tournaments and sports for the year 2019-20.

• Student Achievements

1. Abhay Singh, of BCom (MM), our star player has won the British U23 Open in Squash.
2. Hariharan 1st B.Com (Gen) Silver Medal in State Championship Rowing
Tamil Nadu Junior State Athletic Meet at Tiruchirappalli – 1st Place, Triple Jump
3. Diya Chandhok (II MBA) won the Silver Medal in the women's Fours rowing event Monsoon regatta at Madras boat club
4. E. Arvinth I BA Economics won the 1st Place, Triple Jump with a distance of 15.54 mts.
5. Hari Prabhu 3rd Year BA Defense Junior State 3 Place in Decathlon
6. 7 Players from Guru Nanak College are playing in TNPL 2019-20
7. GNC Team has won in All India Lalithram Memorial Trophy – Kho-Kho Men

• Pavit Singh Nayar Memorial Cricket Tournament :

The Sixth edition of “The Pavit Singh Nayar Memorial All India Inter Collegiate T20 Cricket Tournament” organized by sponsored by Southern Motorcycles, Medavakkam and Authorized Spare Parts Distributor of Hero and it was conducted from 06.02.2020 to 11.02.2020 at Guru Nanak College. Mr. Ambati Rayudu, Indian Cricketer inaugurated the T20 tournament on 6.02.2020. 11th February 2020 Lakshmipathy Balaji, Indian Cricketer & Bowling Coach, CSK gave away the prizes at the Valedictory function. Students from colleges like the following participated in the tournament. (TKR Engineering College, St.Paul's College, Sree Kerala Varma College, P.S.G Arts and Science College, Bishop Heber College, St.Joseph College, Guru Nanak College, Law College, MOP Vaishav College, JBAS College, SSS Jain College, M.G.R Janaki College, Chellammal College, to name a few).

Staff Approvals

A record number of 100+ faculty members obtained their qualification approval from the UNOM in December.






GURU NANAK COLLEGE
(AUTONOMOUS)
GURU NANAK SALAI, VELACHERY, CHENNAI-600 042







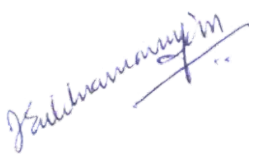
THE NINTH MEETING OF THE ACADEMIC COUNCIL










Venue: Guru Ramdas Seminar Hall









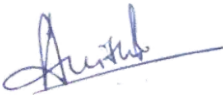

26th February 2020 Time: 11.00 a.m.


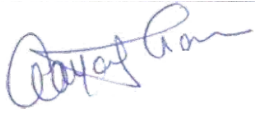







LIST OF MEMBERS

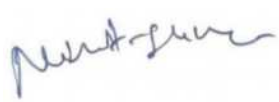

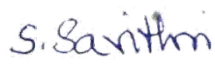








SL.NO.	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.	
Nominees of the University of Madras (Three Persons)		
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.	
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065	
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785	
Experts from Outside College nominated by Governing Body (Four Persons)		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar,Chennai-600 020 Cell: 9840015394	




SL.NO.	NAME & DESIGNATION	SIGNATURE
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in	
7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology - Madras, Chennai -600036 saji@iitm.ac.in	
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijayalakshmi@annauniv.edu ;	
Heads of the Departments (Thirty Five Members)		
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai	
10.	Dr. Swati Paliwal Dean Languages, Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai	
11.	Mr. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai	
12.	Mr. T. Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
13.	Dr. K. Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai	
14.	Dr. R.M. Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai	
15.	Dr. M.Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai	
16.	Dr. J.Jayanthi Dean- Research, Associate Professor & Head Department of Advanced Zoology and Biotechnology Guru Nanak College, Chennai	
17.	Dr. S.Jayakumar Associate Professor & Head UG Department of Commerce Guru Nanak College, Chennai	
18.	Mr.D.Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai	
19.	Dr. V.P Nedunchezian Associate Professor & Head Department of Defence & Strategic Studies Guru Nanak College, Chennai	
20.	Dr. C.Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai	
21.	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai	
22.	Dr N.Malathi Assistant Professor UG Department of Economics Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
23.	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai	
24.	Mr. R. Anand Associate Professor & Head, PG Department of Computer Application Guru Nanak College, Chennai	
25.	Dr. J Jayanthi Associate Professor & Head PG Department of Zoology Guru Nanak College, Chennai	
26.	Dr.K.Shanthi Assistant Professor & Head Department of Social Work – MSW Guru Nanak College, Chennai	
27.	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai	
28.	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai	
29.	Dr. V. Devi Associate Professor & Head Department of Computer Applications Guru Nanak College, Chennai	
30.	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai	
31.	Mrs. Anitha Malisetty Deputy Dean, Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai	
32.	Dr. R. Geetha Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
33.	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai	
34.	Dr. Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai	
35.	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai	
36.	Mrs. R. Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai	
37.	Mrs. M.L. Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai	
38.	Mrs. R.Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information System Management) Guru Nanak College, Chennai	
39.	Dr. J.Vanathi Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai	
40.	Dr. Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai	
41.	Mrs.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai	
42.	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
43.	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai	
Teachers Representing Different Categories (Four Members)		
44.	Dr. J. Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai	
45.	Dr. S. Savithri Joint Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai	
46.	Dr. P.V. Kumaraguru Dean Admin - IT Guru Nanak College, Chennai	
47.	Dr. V. Srimathi Dean Admin – Sciences & Associate Professor Department of Mathematics, Guru Nanak College, Chennai	
Faculty Member Nominated by Principal (Member Secretary)		
48.	Dr. Gunita Arun Chandhok Vice Principal – Shift II Guru Nanak College, Chennai	
Special Invitees (Eight Members)		
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai	
50.	Dr. Marlene Morais Advisor Guru Nanak College, Chennai	
51.	Dr. Suresh George Dean - Academics Guru Nanak College	
52.	Dr. N.C. Rajashree Controller of Examinations Guru Nanak College, Chennai	
53.	Dr. K. Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	SIGNATURE
54.	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, Shift I Guru Nanak College, Chennai.	
55.	Dr.M.K.Shakila Dean – Admin Management Guru Nanak College, Chennai	
56.	Dr.S.E.Noorjahan Dean – Sciences Guru Nanak College	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Eighth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE EIGHTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Thursday 20th August, 2020

Time: 11.00 a.m

Place: Online mode – Google Meet



GURU NANAK COLLEGE

(AUTONOMOUS)

GURU NANAK SALAI, VELACHERY, CHENNAI-600 042

THE EIGHT MEETING OF THE ACADEMIC COUNCIL

Venue: Online

Date: 20th August 2020 Time: 11.00 a.m.

LIST OF MEMBERS

SL.NO.	NAME & DESIGNATION
Chairman	
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.
Nominees of the University of Madras (Three Persons)	
2.	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.
3.	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065
4.	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785
Experts from Outside College nominated by Governing Body (Four Persons)	
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar,Chennai-600 020 Cell: 9840015394
6.	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages,

SL.NO.	NAME & DESIGNATION
	Kattankulathur Campus, SRM Institute of Science and Technology Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203 cauveri.b@ktr.srmuniv.ac.in
7.	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology - Madras, Chennai -600036 saji@iitm.ac.in
8.	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044 vijayalakshmi@annauniv.edu ;
<i>Heads of the Departments (Thirty Five Members)</i>	
9.	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai
10.	Dr. Swati Paliwal Dean – Languages, Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
11.	Mr. B. Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai
12.	Mr. T. Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai
13.	Dr. K. Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai
14.	Dr. R.M. Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
15.	Dr. M.Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai
16.	Dr. J.Jayanthi Dean-Research, Associate Professor & Head Department of Advanced Zoology and Biotechnology Guru Nanak College, Chennai
17.	Dr. S. Jayakumar Associate Professor & Head PG Department of Commerce Guru Nanak College, Chennai
18.	Mr.D.Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai
19.	Dr. K. Manikandan Associate Professor & Head Department of Defence & Strategic Studies Guru Nanak College, Chennai
20.	Dr. C.Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai
21.	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai
22.	Mr. M. Sivaraj Associate Professor UG Department of Economics Guru Nanak College, Chennai
23.	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai
24.	Mr. R. Anand Associate Professor & Head, PG Department of Computer Application Guru Nanak College, Chennai
25.	Dr. J.Jayanthi Associate Professor & Head

SL.NO.	NAME & DESIGNATION
	PG Department of Zoology Guru Nanak College, Chennai
26.	Dr.K.Shanthi Assistant Professor & Head PG Department of Social Work Guru Nanak College, Chennai
27.	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai
28.	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai
29.	Ms Raviya Associate Professor & Head Department of Computer Applications Guru Nanak College, Chennai
30.	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai
31.	Mrs. Anitha Malisetty Deputy Dean (Academics), Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai
32.	Dr. R. Geetha Dean Commerce, Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai
33.	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai
34.	Dr. Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai
35.	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
36.	Mrs. R. Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai
37.	Mrs. M.L. Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai
38.	Mrs. R.Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information System Management) Guru Nanak College, Chennai
39.	Dr. J.Vanathi Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai
40.	Dr. Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai
41.	Mrs.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai
42.	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai
43.	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai
Teachers Representing Different Categories (Four Members)	
44.	Dr.J.Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai
45.	Dr. S. Savithri Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
46.	Dr. P.V.Kumaraguru Dean Admin – IT & Associate Professor PG Department of Computer Application Guru Nanak College, Chennai
47.	Dr.V.Srimathi Dean Admin – Sciences & Associate Professor Department of Mathematics, Guru Nanak College, Chennai
<i>Faculty Member Nominated by Principal (Member Secretary)</i>	
48.	Dr.Gunita Arun Chandhok Vice Principal – (Shift II) Guru Nanak College, Chennai
<i>Special Invitees (Nine Members)</i>	
49.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
50.	Dr. Marlene Morais Advisor Guru Nanak College, Chennai
51.	Dr. N.C.Rajashree Controller of Examinations Guru Nanak College, Chennai
52.	Dr. K.Kulasekar Joint Controller of Examinations Guru Nanak College, Chennai
53.	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, Shift I Guru Nanak College, Chennai.
54.	Dr.M.K.Shakila Dean – Admin Management Guru Nanak College, Chennai
55.	Dr.S.E.Noorjahan Dean – Sciences Guru Nanak College, Chennai
56.	Dr.N.Malathi Dean Humanities Guru Nanak College, Chennai



GURU NANAK COLLEGE

(AUTONOMOUS)

GURU NANAK SALAI, VELACHERY, CHENNAI-600 042

THE EIGHT MEETING OF THE ACADEMIC COUNCIL

Venue: Online

Date: 20th August 2020 Time: 11.00 a.m.

AGENDA

1. Welcome Address by the Principal.
2. Discussion Points –
 - Introduction of four new courses from next academic year proposed.
 - Four New Courses (B.Sc. Data Analytics),
 - B.Com (Computer Applications),
 - B.Com(Professional Accounting) ,
 - B.A (Sociology) and
 - Additional section for 3 Courses (B.Com (General) exclusively for women, B.Com (Corporate Secretaryship) and B.A (Defence and Strategic Studies) from the academic year 2021-2022
 - Conduct of Online Classes
 - Conduct of Online Examinations
3. Any other matter (With the Permission of the Chair)

MINUTES OF THE EIGHTH ACADEMIC COUNCIL

- ❖ For the first time, the meeting was conducted through online mode at 11 am
- ❖ The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months.
- ❖ Based on the feedback obtained from the stakeholders and students satisfaction survey it was proposed to make modifications in the syllabus and place it in the forthcoming board of studies meeting for the various courses.
- ❖ The Dean Academics, Dr. S.Savithri, brought forward the points to be discussed and decisions to be taken.
- ❖ It was discussed and approval was granted to start four new Four New Courses (B.Sc. Data Analytics, B.COM (Computer Applications), B.COM (Professional Accounting), B.A Sociology) and Additional section for 3 Courses (B.COM (General) exclusively for women , B.COM (Corporate Secretaryship) and B.A Defense from the academic year 2021-2022.
- ❖ **Conduct of Online Classes:** After much deliberations, it was decided to start the classes through online mode from 10th August 2020. A survey was conducted to know about the student's usage and knowledge on tools like G-meet, Zoom, Microsoft teams etc., and it was decided to adopt G-meet mode for online classes. Google Classrooms were created for all courses so that the respective teachers can post course materials and assignments.
- ❖ **Conduct of Online Examinations:** The College for the first time would be conducting online examinations only for the final year, i.e., 6th semester students. According to the Higher Education Department Government Order, I year (II Semester students) and II year (IV semester) examination would be cancelled and the students would be assessed based on their performance in the previous semesters.
- ❖ **Evaluation pattern given by University of Madras during COVID 19 which is adopted by Guru Nanak College is as follows:**

Calculation of Second Semester Marks

UG:

- **Language And English** – 30% of first semester marks + 70% from CIA marks of second semester
- **Core Papers** – 30% Average marks of first semester core papers + 70% from CIA of second semester
- **Allied Papers** – 100% from CIA marks of second semester
- **Soft Skill and NME Papers** – 100% from CIA marks of second semester

PG:

- **Core Papers** – 30% of Average marks of first semester core papers + 70% from CIA of second semester
- **Soft Skill Papers** – 100% from CIA marks of second semester

Calculation of Fourth Semester Marks

UG:

- **Language And English** – 30% Average of third semester marks + 70% from CIA of fourth semester
- **Core Papers** – 30% Average of third semester marks + 70% from CIA of fourth semester
- **Allied Papers** – 100% from CIA of fourth semester
- **Soft skill Papers** – 100 from CIA of fourth semester

Calculation of Practical for All UG (II and IV Semester) and PG (II Semester)

- CIA marks are converted to 100% for all courses.
- **Methodology to be adopted in Guru Nanak College for Online Examinations** - A technology enhanced system has been put in place for a smoother conduct of the Examinations. Another major initiative of the COE office in 2018 was the setting of Question Papers. It is completely paperless and done in cloud, where the external examiner uploads the Question Paper in the stipulated time frame. This would be helpful during the pandemic as the setting of question papers by the examiners can be completed on time without personal contact.
- With the help of licensed version of G-Suite, Guru Nanak College would embark on the journey of conducting April 2020 Examinations in September 2020 and November Examinations in January 2021 adopting online mode.
- A proposal to post Question papers and collection of answer scripts of the students through Google classroom is made. Student Invigilation would be done through Google meet links. The student teacher ratio during the invigilation can be fixed at 16:1. The valuation would be done by the internal faculty members.
- **Awarding of 40 marks for arrear papers** - According to the Government Order, all the arrear papers of the students in all the semesters were considered and a minimum of 40 marks were awarded.
- The Meeting concluded with the Chairperson thanking the members, for their active participation.



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Ninth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE NINTH MEETING OF THE
ACADEMIC COUNCIL**

Date: Monday 15th February, 2021

Time: 11.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042



GURU NANAK COLLEGE (AUTONOMOUS)

Reaccredited at "A" Grade by NAAC

Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

THE NINTH ACADEMIC COUNCIL MEETING

Venue: Guru Ramdas Seminar Hall

Date: 15-02-2021

Time: 11.00 a.m.

SL.NO.	NAME & DESIGNATION
Chairman	
1	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.
Nominees of the University of Madras (Three Persons)	
2	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.
3	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065
4	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785
Experts from Outside College nominated by Governing Body (Four Persons)	
5	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar, Chennai-600 020
6	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, SRM Institute of Science and Technology, Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203
7	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology Madras, Chennai -600036
8	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044

SL.NO.	NAME & DESIGNATION
<i>Heads of the Departments (Thirty Five Members)</i>	
9	Dr. M. Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai
10	Dr. Swati Paliwal Dean Languages, Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
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21	Mrs. T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai

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24	Mr. R. Anand Associate Professor & Head, PG Department of Computer Application Guru Nanak College, Chennai
25	Dr. J Jayanthi Associate Professor & Head PG Department of Zoology Guru Nanak College, Chennai
26	Dr.K.Shanthi Assistant Professor & Head Department of Social Work Guru Nanak College, Chennai
27	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai
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29	Mrs Raviya Associate Professor & Head Department of Computer Applications Guru Nanak College, Chennai
30	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai
31	Mrs. Anitha Malisetty Joint Controller of Examinations Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai
32	Dr. R. Geetha Dean Commerce Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai
33	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai

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35	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai
36	Mrs. R. Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai
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41	Mrs.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai
42	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai
43	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai
Teachers Representing Different Categories (Four Members)	
44	Dr.J.Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai

SL.NO.	NAME & DESIGNATION
45	Dr. S. Savithri Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai
46	Dr. P.V.Kumaraguru Controller of Examinations Guru Nanak College, Chennai
47	Dr.V.Srimathi Deputy Dean & Associate Professor Department of Mathematics, Guru Nanak College, Chennai
<i>Faculty member nominated by Principal (Member Secretary)</i>	
48	Dr. N.C.Rajashree Vice Principal - (Shift II) Guru Nanak College, Chennai
<i>Special Invitees (Five Members)</i>	
49	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
50	Dr. Marlene Morais Advisor Guru Nanak College, Chennai
51	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, (Shift I) Guru Nanak College, Chennai
52	Dr.M.K.Shakila Dean Management Guru Nanak College, Chennai
53	Dr.S.E.Noorjahan Dean Sciences Guru Nanak College, Chennai



GURU NANAK COLLEGE (AUTONOMOUS)

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A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

NINTH MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: 15th February, 2021

Time: 11.00 a.m.

Venue: Guru Ramdas Seminar Hall

1. Welcome Address by the Principal.
2. Discussion Points –
 - Examinations for arrear students.
 - Time Table for online classes to be discussed for the Academic year 2021-2022
 - Discussion to offer Inter Disciplinary Elective courses for UG students across shifts.
3. Any other matter (With the Permission of the Chair)

MINUTES OF THE NINTH ACADEMIC COUNCIL MEETING

Place of Meeting: Guru Ramdas Seminar Hall

Date: 15th February, 2021

Time: 11.30 A.M

- The meeting began at 11 am in the Guru Ram Das Seminar Hall.
- The Principal after greeting the Council members presented his report on the activities and achievements of the College for the past six months.
- The Dean Academics, Dr. S. Savithri brought forward the points to be discussed
- In December 2020, when the Colleges were reopened for a brief period of time following the Covid norms, the Government issued another GO and instructed the cancellation of awarding marks to the arrear papers. Guru Nanak College conducted the arrear examinations in all subjects in the month of January 2021 in the online mode and the valuation was done by the internal examiners.
- It was decided that the Dean Academics and the other School Deans would frame the online Time Table for the academic year 2021-2022 in consultation with the HODs.
- It was decided to throw open all the Inter Disciplinary Elective (IDE) courses to all the third year students across shifts.
- The Meeting concluded with the Chairperson thanking the members, for their active participation.

PRINCIPAL'S REPORT

The principal presented a report about the academic and extracurricular activities in the college.

RANKING of GNC ACROSS INDIA

INDIA TODAY RANKING - 2020

In the survey conducted by India Today during 2020, the college has been placed in the top 100 institutions at the National level in the disciplines of Arts, Humanities, Commerce and Sciences.

THE WEEK – HANSA RESEARCH SURVEY - 2020

The College has been ranked in the top 50 National - level Colleges as per The Week- Hansa Research Survey Report (2020)

- India Today Arts – 10th, Sciences – 7th, BBA -5th -In Chennai
- The Week Hansa Research Survey 2020, Commerce - 35th & Science -39th - In India
- Education world ranking 2021, India Level – 35th, State Level – 15th, City – 7th Position
- Extraordinary Leadership survey conducted by Education Word stated as All India 5th, Tami Nadu & Chennai – 1st

Guru Nanak College is among the top 5 City Colleges in both MDRA & The Week.

Guru Nanak College is 2nd in Top Co-Ed Colleges in the City.

During the 2020-21 the admission process was completely online.

85% of the students didn't have an issue with filling up the online applications and submitting it.

The rest had connectivity issues or problem with the payment gateway

An extension counter was especially opened in the pavilion for those who couldn't pay fees online

The admissions were made purely on MERIT

Online Admission Process (2020-21)

- 1 Online Application Portal
- 2 Online Payment for Application form
- 3 Shortlisting of Candidates
- 4 SMS & Email sent to the shortlisted candidates
- 5 Publishing of Merit List in our College Website
- 6 Online Certificate Verification
- 7 Principal Approval through Online
- 8 Online Payment
- 9 Intimation for Interview
- 10 Certificate Verification on the day of admission

- 11 Data Verification
- 12 Register Program
- 13 Roll Number Generation
- 14 Photograph session
- 15 ID Card issue
- 16 Registration Number Generation

The entire process of verification and admission was completed in a single day

CO-CURRICULAR ACTIVITIES

Total No. of events organized during 2019 – 2020

310 events were organized including

FDPs – 6	Endowment lecture – 1
Conference -5	MDPs -5
Awareness programmes -3	Online quiz – 37
Guest lectures - 31	Orientation programmes - 4
Hands on Training – 2	Outreach programme -1
Intercollegiate fests – 17	Professional Development Programme - 1
Inter-department competitions - 6	Seminars - 13
Invited talks - 10	Social awareness programmes – 2
Symposiums - 2	Webinars – 24
Workshops - 43	Department functions - 29

GURU NANAK CENTRE FOR RESEARCH (GNCR)

Premier Research Centre with 23 Research Guides

Ongoing Ph. D. – 78

Totally 17 candidates were awarded Ph.D. degree through Guru Nanak College between 2019 – 2021 out of which 2 were our own staff members

Intellectual Property Rights (IPR) Cell was inaugurated to provide a framework for invention & innovation

GURU NANAK CENTRE FOR SKILL DEVELOPMENT (GNCS D)

- Guru Nanak Educational Society (Regd.) has signed a MoU with various domestic and international organizations and some of them are Europe India Foundation for Excellence (EIFE) Belgium, MSME Technology Development Centre, ICT Academy, KVIC.
- These organizations have trained our students on industry specific job-oriented courses such as Advance Tally with GST, GST Practitioner, Income Tax Practitioner, AWS cloud training and Data Analytics, Python Programming.

- Guru Nanak College has been established as SWAYAM - NPTEL Local Chapter with IIT Madras and this has helped our staff and students to get trained on Latest Technologies

SHORT ORIENTATION COURSE FOR NON – TEACHING STAFF

For the first time in the history of any College a Short Orientation Course for Non-Teaching Staff was conducted from 28th July to 13th August 2020. The areas touched upon were techniques of Report Writing, Effective Communication, Importance of Reading Newspaper, Data Analysis, Teambuilding MS-Office, Basic Hindi Communication, Record Keeping & Maintenance, Acupressure etc.



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THE NINTH ACADEMIC COUNCIL MEETING



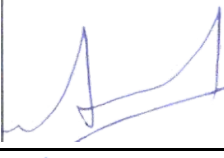
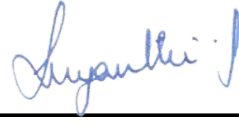
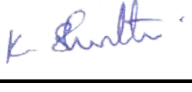




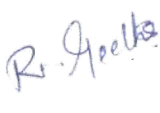

Venue: Guru Ramdas Seminar Hall

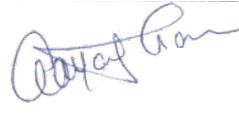







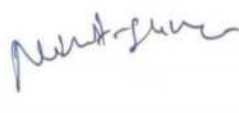

Date: 15-02-2021










Time: 11.00 a.m.

SL.NO.	NAME & DESIGNATION	Signature
Chairman		
1	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.	
Nominees of the University of Madras (Three Persons)		
2	Dr. V. P. Matheswaran Professor, Department of Adult & Continuing Education, University of Madras, Chepauk, Chennai -600005 Phone 044-25368778-342.	
3	Dr. Amutha Santhanam Professor, National Centre for Nanosciences & Nanotechnology, University of Madras, Guindy Campus, Chennai -600025 Cell: 9597109065	
4	Dr. K. Habeeb Ahmed Professor & Head, Department of Arabic, Persian and Urdu, University of Madras, Chepauk, Chennai -600005 Cell 94443 18785	
Experts from Outside College nominated by Governing Body (Four Persons)		
5	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar, Chennai-600 020	
6	Dr. B. Cauveri Associate Professor Department of English and Foreign Languages, SRM Institute of Science and Technology, Mahatma Gandhi Rd, Potheri, SRM Nagar, Kattankulathur, Tamil Nadu 603203	
7	Professor Saji Mathew Associate Professor Department of Management Studies Indian Institute of Technology Madras, Chennai -600036	
8	Dr. V. Vijayalakshmi Assistant Professor (Selection Grade) Department of Mathematics, Anna University, MIT Campus, Chennai -600044	

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<i>Heads of the Departments (Thirty Five Members)</i>		
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27	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai	
28	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai	
29	Mrs Raviya Associate Professor & Head Department of Computer Applications Guru Nanak College, Chennai	
30	Mrs. R. Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai	
31	Mrs. Anitha Malisetty Joint Controller of Examinations Associate Professor & Head Department of Business Administration Guru Nanak College, Chennai	
32	Dr. R. Geetha Dean Commerce Associate Professor & Head UG Department of Commerce (General) Guru Nanak College, Chennai	
33	Dr. Syed Ali Mujtaba Assistant Professor & Head Department of Visual Communication Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	Signature
34	Dr. Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai	
35	Dr. D. Sowmya Assistant Professor & Head Department of Commerce (Honours) Guru Nanak College, Chennai	
36	Mrs. R. Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai	
37	Mrs. M.L. Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai	
38	Mrs. R.Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information Systems Management) Guru Nanak College, Chennai	
39	Dr. J.Vanathi Deputy Dean Assistant Professor & Head Department of Information Technology, Guru Nanak College, Chennai	
40	Dr. Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai	
41	Mrs.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai	
42	Mr. R. Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai	
43	Mr. Nishant Shekar Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai	
Teachers Representing Different Categories (Four Members)		
44	Dr.J.Jayanthi Dean- Research & Associate Professor Dept. of Advanced Zoology & Biotechnology Guru Nanak College, Chennai	

SL.NO.	NAME & DESIGNATION	Signature
45	Dr. S. Savithri Dean – Academics & Assistant Professor Department of English, Guru Nanak College, Chennai	
46	Dr. P.V.Kumaraguru Controller of Examinations Guru Nanak College, Chennai	
47	Dr.V.Srimathi Deputy Dean & Associate Professor Department of Mathematics, Guru Nanak College, Chennai	
Faculty member nominated by Principal (Member Secretary)		
48	Dr. N.C.Rajashree Vice Principal - (Shift II) Guru Nanak College, Chennai	
Special Invitees (Five Members)		
49	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai	
50	Dr. Marlene Morais Advisor Guru Nanak College, Chennai	
51	Dr.L.R.S.Kalanithi Vice Principal – Student Affairs, (Shift I) Guru Nanak College, Chennai	
52	Dr.M.K.Shakila Dean Management Guru Nanak College, Chennai	
53	Dr.S.E.Noorjahan Dean Sciences Guru Nanak College, Chennai	



Guru Nanak College (Autonomous)

(Affiliated to University of Madras & Re-Accredited At "A" Grade by NAAC)

No. 161, Guru Nanak Salai, Velachery, Chennai - 600042, Tamil Nadu

Website: www.gurunanakcollege.edu.in

1.1.2 Percentage of Programmes where syllabus revision was carried out during the last five years

Supporting Documents

Minutes of the Meeting

|| Tenth Academic Council ||

**GURU NANAK COLLEGE
(AUTONOMOUS)
VELACHERY, CHENNAI – 600 042**



**THE TENTH MEETING OF THE ACADEMIC
COUNCIL**

Date: Friday 17th September, 2021

Time: 10.00 a.m

Place: Guru Ramdas Seminar Hall

Guru Nanak College

Chennai-600 042



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at 'A' Grade by NAAC
Affiliated to the University of Madras
A Unit of Guru Nanak Educational Society (Regd.)
Guru Nanak Salai, Velachery, Chennai-600 042

THE TENTH ACADEMIC COUNCIL MEETING

Venue: Guru Ramdas Seminar Hall

Date: 17-09-2021

Time: 10.00 a.m.

SL.NO	NAME & DESIGNATION
Chairman	
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.
Nominees of the University of Madras (Three Persons)	
2.	Dr.R.R.Krishnamurthy Professor & Head, Department of Applied Geology, University of Madras, Guindy Campus, Chennai -600025 Off No: 044-22202727 Email: rrkrishnamurthy@unom.ac.in
3.	Dr.R.Rajshri Ramakrishna Associate Professor & Head i/c, Department of Indian Music, University of Madras, Chepauk, Chennai -600005 Phone No: +91 9840992704 Email 1: rajshri@unom.ac.in Email 2: rajshriramakrishna@gmail.com
4.	Dr.V.Sankar Professor & Head, Department of Anatomy University of Madras, Taramani Campus, Chennai -600 113 Phone No: +91 9941466960 Email 1: sankar@unom.ac.in Email 2: venkatsankar@yahoo.com

SL.NO	NAME & DESIGNATION
Experts from Outside College nominated by Governing Body (Five Persons)	
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8,7th Cross St,Indira Nagar, Adyar,Chennai-600 020 Cell: 98400 15394 Email : karthikseshadri@iyerandthomas.com
6.	Dr. Suresh Ramanathan Dean & Principal Great Lakes Institute of Management, Chennai. Ph.No: 93840 33668 Email: Suresh@greatlakes.edu.in
7.	Dr R.Swarnalatha Professor Department of Humanities and Social Sciences, IIT Madras, Chennai 600036 Ph.No: 98400 98923 Email: swarna@iitm.ac.in
8.	Dr Sunita Nair Professor, Department of Chemistry, Advisor, Student Affairs, SSN College of Engineering, Kalavakkam, Tamilnadu. Ph.No: Email: suni_tham@yahoo.com
9.	Dr.H.Nirmal Kumar Associate Professor Department of Commerce A.M. Jain College, Chennai -600114 Ph.No: 9940163818 Email: haroldnirmalkumar@amjaincollege.edu.in
Heads of the Departments (Fourty Three Members)	
10.	Dr.M.Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
11.	Dr.V.Jeyaraman Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai
12.	Dr.Swati Paliwal Assistant Professor & Head, Department of Hindi & Dean - Languages Guru Nanak College, Chennai
13.	Ms.Guria Choudhary Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai
14.	Mr.B.Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai
15.	Ms.R.Radhika Associate Professor & Head, Department of English Guru Nanak College, Chennai
16.	Mr.T.Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai
17.	Dr.K.Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai
18.	Dr.R.M.Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai
19.	Dr.M.Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
20.	Dr.J.Jayanthi Associate Professor & Head Dept. of Advanced Zoology & Biotechnology & Dean - Research Guru Nanak College, Chennai
21.	Dr.T.K.Avvai Kothai Associate Professor & Head PG & Research Department of Commerce Guru Nanak College, Chennai
22.	Dr.D.Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai
23.	Dr.V.P.Nedunchezhiyan Associate Professor & Head Department of Defence and Strategic Studies Guru Nanak College, Chennai
24.	Dr.C.Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai
25.	Mrs.T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai
26.	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai
27.	Ms.S.Nirmala Devi Associate Professor & Head Department of PG Computer Application & Dean - IT Guru Nanak College, Chennai
28	Dr.J.Jayanthi Associate Professor & Head PG Department of Zoology & Dean - Research Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
29.	Dr.K.Shanthi Assistant Professor & Head Department of Social Work – MSW Guru Nanak College, Chennai
30.	Mrs. M. Shanthi Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai
31.	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai
32.	Dr. R. Anand Associate Professor & Head Department of Data Analytics & Dean - Guru Nanak Centre for Skill Development (GNCSD) Guru Nanak College, Chennai
33.	Dr.V.Devi Associate Professor & Head Department of B.Com (Computer Applications) Guru Nanak College, Chennai
34.	Ms.K.Raviya Associate Professor & Head i/c, Department of Computer Applications Guru Nanak College, Chennai
35.	Dr.R.Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai
36.	Dr.A.Anu Radha Associate Professor & Head Department of BBA Guru Nanak College, Chennai
37.	Dr.D.Sowmya Assistant Professor & Head Department of Commerce (General & Professional Accounting) Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
38.	Dr. P.Kavitha Associate Professor & Head Department of B.Com (Corporate Secretaryship) Guru Nanak College, Chennai
39.	Mr.L.Sathish Kumar Assistant Professor & Head i/c Department of Visual Communication Guru Nanak College, Chennai
40.	Dr.Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai
41.	Dr.R.Geetha Associate Professor & Head Department of B.Com Honours & Dean - Commerce Guru Nanak College, Chennai
42.	Mrs.R.Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai
43.	Mrs.M.L.Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai
44.	Mrs.R.Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information System Management) Guru Nanak College, Chennai
45.	Dr.J.Vanathi Assistant Professor & Head Department of Information Technology & Deputy Dean (Academics) Guru Nanak College, Chennai
46.	Dr.Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
47.	Ms.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai
48.	Mr.R.Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai
49.	Mr.Gunjan Kumar Singh Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai
50.	Dr.C.P.Senthil Kumar Assistant Professor Department of Commerce & Member Academic Council University of Madras
51.	Dr.A.Jeyaganesan Director of Physical Education Department of Physical Education Guru Nanak College, Chennai
52.	Dr.T.Senthil Kumar Librarian Department of Library Guru Nanak College, Chennai
<i>Teachers Representing Different Categories (Four Members)</i>	
53.	Dr.P.V.Kumaraguru Controller of Examinations Guru Nanak College, Chennai
54.	Dr. S. Savithri Assistant Professor Department of English & Dean (Academics) Guru Nanak College, Chennai
55.	Dr.Anitha Malisetty Associate Professor Department of BBA & Joint Controller of Examinations Guru Nanak College, Chennai

SL.NO	NAME & DESIGNATION
56.	Dr.V.Srimathi Associate Professor Department of Mathematics & Deputy Dean (Academics) Guru Nanak College, Chennai
<i>Faculty member nominated by Principal (Member Secretary)</i>	
57.	Dr. N.C.Rajashree Vice Principal – Shift II Guru Nanak College, Chennai
<i>Special Invitees (Six Members)</i>	
58.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai
59.	Dr. Marlene Morais Advisor to Management Guru Nanak College, Chennai
60.	Dr.M.K.Shakila Dean – Management Guru Nanak College, Chennai
61.	Dr.S.E.Noorjahan Assistant Professor Department of Chemistry & Dean – Sciences Guru Nanak College
62.	Dr.N.Malathi Assistant Professor Department of Humanities & Dean – Humanities Guru Nanak College
63.	Dr.T.R.A.Devakumar Special Project Officer Guru Nanak Educational Society



GURU NANAK COLLEGE (AUTONOMOUS)

Re-Accredited at “A” Grade by NAAC Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)

Guru Nanak Salai, Velachery, Chennai-600 042

TENTH MEETING OF THE ACADEMIC COUNCIL

Agenda

Date: 17th September, 2021

Time: 10.00 a.m.

Venue: Guru Ramdas Seminar Hall

- Welcome Address and Introductory Remarks
- Approval of the minutes of the Board of Studies meetings:
- Items for Reporting
- Any other matter (With the Permission of the Chair)

MINUTES OF THE TENTH ACADEMIC COUNCIL MEETING

Place of Meeting: Guru Ramdas Seminar Hall

Date: 17th September, 2021

Time: 10.00 A.M

- The meeting began at 11 am in the Guru Ram Das Seminar Hall.
- Leave of absence was granted to all the external experts and Dr Swati Paliwal.
- The Principal after greeting the Council members, introduced Dr.Suresh Ramanathan, Dean – Great lakes Institute of Management as one of the New Academic Council members. Post which he presented his report on the activities and achievements of the College for the past six months.
- Dr Suresh Ramanathan after listening to the Principal's report mentioned that in his experience, students who completed a UG programme very often lacked good communication skills. He added that the students needed to have functional knowledge, problem solving skills, understand concepts like team work and overall have a holistic development. To this, Dean Academics, Dr Savithri mentioned that they had come up with Soft Skill courses (Job oriented skills, Personality Development, Self and Time Management, Spoken and Written Skills to name a few) for both UG and PG students.

A Blended meeting was held for the first time for the Academic Council with both online and offline intervention.

- Based on the feedback obtained from the stakeholders and students satisfaction survey, modifications were made in the syllabus of the following and passed in their respective Board of Studies meeting. (B.Sc. Advanced Zoology and Biotechnology, M.Sc. Zoology, M.Sc. Mathematics, B.Sc. Visual Communication, B.A. English, B.A. Defence & Strategic Studies MSW, Hindi and French)
- It was proposed to make modifications for the other courses in their forthcoming Board of Studies meeting
- The chairperson, asked the Dean (Academics), Dr.S.Savithri, to proceed with the business to be brought forward.

BUSINESS BROUGHT FORWARD

ITEMS FOR APPROVAL

Item 1: Dr. S.E. Noorjahan Dean, School of Sciences moved that the recommendation of the Board of Studies Meeting held on 29th March, 20th May, 2021 and 15th July 2021 regarding the modifications in Syllabus of UG & PG Departments of Zoology, PG Department of Mathematics and UG Department of Visual Communication may be approved.

Dr. R.M.Ezhilarasi seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 29th March, 20th May, 2021 and 15th July 2021 regarding the modifications Syllabus of UG & PG Departments of Zoology, PG Department of Mathematics and UG Department of Visual Communication may be approved.

Item 2: Dr R.Geetha Dean School of Commerce moved that the recommendation of the Board of Studies Meeting held on 24th March 2021 regarding the modifications in the Syllabus of PG Department of Commerce may be approved.

Dr T.K.Avvai Kothai seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 24th March 2021 regarding the modifications in Syllabus of PG Department of Commerce may be approved.

Item 3: Dr N. Malathi Dean, School of Humanities moved that the recommendation of the Board of Studies Meeting held on 1st April 2021, 29th May 2021 & 15th May 2021 regarding the modifications in the Syllabus of UG Departments of Defence and Strategic Studies, English and PG Department of Social Work may be approved

Dr.V.P.Neduncheziyan seconded the motion

Resolved that the recommendation of the Board of Studies Meeting held on 1st April 2021, 29th May 2021 & 15th May 2021 regarding the modifications in the Syllabus of the UG Departments of Defence and Strategic Studies and English and PG Department of Social Work be approved

Item 4: Dr. M.Murthy Chairperson, School of Languages moved that the recommendation of the Board of Studies Meeting held on 1st March, 2021 & 9th September 2021 regarding the modifications in the Syllabus of Foundation Hindi and Foundation French may be approved.

Prof B.Kumaran Head Department of English (Shift I) seconded the motion.

Resolved that the recommendation of the Board of Studies Meeting held on 1st March, 2021 & 9th September 2021 regarding the modifications in the Syllabus of Foundation Hindi and Foundation French may be approved

ITEMS FOR REPORTING

The Dean-Academics, Dr. S.Savithri reported the following items:

- Item 1 :** Internship made compulsory for third year UG students
- Item 2 :** In case students are unable to get internship then they can opt for MOOCs or do a certificate course through skill development approved (only for this year)
- Item 3 :** We have applied for an extension of Autonomy.
- Item 4 :** IDE first batch - all papers being offered to all students throughout the college- modification from last AC (IDE papers were to be offered within the shifts)
- Item 5 :** New evaluation pattern coming into effect this academic year (mid semester exam (after 45 days)+ model exam as usual)
- Item 6 :** New syllabus for English text book and bridge course material
- Item 7 :** All departments to have a bridge course for three weeks (Monday-Friday) 4 hours a day - two hours of English- one hour language for a week, then student affairs activities for one and a half weeks , one hour major/allied subject for two and a half weeks.
- Item 8 :** From 2020 EVS syllabus Evaluation pattern with 50% weightage for End Semester Exam and 50% internal valuation (25 Project /Thesis & 25 viva)
- Item 9 :** To follow up the change in the course structure of the 2020 batch -introduction of internship (compulsory) for all UG students after the IV semester - 2 credits.
- Item 10 :** New IDE papers to be offered and finalized by all the departments.
- Item 11 :** NME-common to all first year UG students (except B.Com Honours)
- Item 12 :** PG Departments of Mathematics, Defence, Zoology and Social Work will uniformly have EDE only in the - 2nd & 3rd semesters and it will be only within PG Departments functioning in Shift II
- Item 13 :** M.Sc. Mathematics project was introduced compulsorily from this year.
- Item 14 :** M.A.Defence Research Methodology and Dissertation were given as separate papers from the current batch.
- Item 15 :** M.Com, M.Sc Chemistry and M.A Economics will also have EDE only in 2nd and 3rd Semesters but it will be within the first shift departments
- Item 16 :** Course code will be generated for certificate courses offered by the skill development
- Item 17 :** Feedback report and Action taken report which are an essential part of criteria 1 are placed before this august body

Internal Assessment Component from the Academic Year 2020-2021 onwards will be as follows:

- 1) Mid-Semester Examination - 10 Marks
- 2) Model Examination - 10 Marks
- 3) Assignment – 10 Marks
- 4) Class Activity – 15 Marks
- 5) Attendance – 5 Marks
- Total – 50 Marks

- Dr Savithri, Dean Academics gave a brief report on the Academic activities since the last Academic Council meeting. She reported the following:
- The college has already applied to the University of Madras for permission to begin three new courses and ask for additional sections for three courses. Therefore, four new courses (B.Sc Data Analytics , B.COM (CA) , B.COM(PA) , B.A SOCIOLOGY) and Additional section for 3 Courses(B.COM (Gen) exclusively for women, B.COM(CS) and B.A Defence Studies would begin from the current academic year.
- End semester examinations had been held online, evaluated by our own faculty and the results had been published within 10 days.
- The Time Table for online classes had also been discussed for the coming Academic year. (2021-2022) As the government had not permitted classes to be offline for the first years, it was decided to conduct online classes for first years and offline classes for Second and third years and PG students with social distancing.
- Initially, the Inter Disciplinary Elective courses for the third year UG students was planned to be offered within the shifts for all the third years. It was then decided to throw open all the courses for all the students across the college so that students would have more options to choose from.
- Suggestions were invited from the members for the introduction of new programmes from the next Academic year.
- Dr Savithri, Dean Academics suggested the introduction of an M.A English Programme which would definitely help meet a huge demand. Our General Secretary and Correspondent Mr.Manjit Singh Nayar suggested that this could be examined at a later date. However, he agreed to examine the feasibility of introducing B. A. History and B. A. Tamil from the next Academic year. He referred to a suggestion made in an earlier Academic Council meeting by one of the external experts.
- It was suggested that we could offer a course in Political Science or Public Administration as that would help students prepare well for competitive examinations.
- The General Secretary was of the opinion that if we offered more number of courses, quality should not be compromised with. All members present agreed on this point.
- Dr.Namasivayam, Head Department of Physics talked about the possibility of introducing a PG programme in Physics from the coming Academic year. He mentioned that they had adequate infrastructure and they could retain their students who went either to the University of Madras or other colleges to do a PG Programme in Physics. Our General Secretary was more concerned about the quality of students interested in pursuing a PG course in Physics if it was offered. However, he asked Dr Namasivayam to prepare a syllabus for submission to the University and be prepared to offer the course.
- Dean Commerce, Dr Geetha made a suggestion that establishment of a professional training Academy for Commerce students could be examined.

- Dr Anuradha, Head of BBA suggested that we could offer B.A. Econometrics as a new programme. Our General Secretary suggested B.A. Business Economics and asked Dr Malathi, Dean Humanities to examine the feasibility and get the syllabus ready for the proposed Programme.
- Dr M.K.Shakila, Dean Management suggested bringing in a UG programme either on Political Science or Criminology. She even suggested Agriculture based courses might find takers.
- Dr J.Jayanthi, Dean Research requested that a unit on Research publications etc be introduced as part of the course in Research Methodology for both PG and M.Phil students. She mentioned that the University of Madras had made this as a compulsory part of the syllabus from this Academic year.
- She further suggested that the college setup a translation cell as the University of Madras had made a stipulation from the coming Academic year that all synopsis submissions had to be translated into Tamil and submitted. She mentioned this cell could also be outsourced as there will be a huge demand for translation in future. Dr Namasivayam, Head, Department of Physics talked about offering German too as it would have a huge market.
- The meeting concluded at 1.00 p.m. with the chairperson thanking the members.

Principal's Report

RANKING of GNC ACROSS INDIA

EDUCATION WORLD – 2021

In the Survey Conducted by the Education World, the College is ranked 35th at all India level, 15th rank at state level and 7th rank at city level

Top 100 at the National level in the disciplines of Arts, Humanities, Commerce and Sciences

INDIA TODAY RANKING - 2020

In the survey conducted by India Today during 2020, the college has been placed in the top 100 institutions at the National level in the disciplines of Arts, Humanities, Commerce and Sciences.

THE WEEK – HANSA RESEARCH SURVEY - 2020

The College has been ranked in the top 50 National - level Colleges as per The Week- Hansa Research Survey Report (2020)

- India Today Arts – 10th, Sciences – 7th, BBA -5th -In Chennai
- The Week Hansa Research Survey 2020, Commerce - 35th & Science -39th - In India
- Education world ranking 2021, India Level – 35th, State Level – 15th, City – 7th Position
- Extraordinary Leadership survey conducted by Education Word stated as All India 5th, Tami Nadu & Chennai – 1st

Guru Nanak College is among the top 5 City Colleges in both MDRA & The Week.

Guru Nanak College is 2nd in Top Co-Ed Colleges in the City.

Courses	In Nos
UG Courses	27
PG Courses	9
M. Phil. Course	2
Ph.D. Programme	10 (1 Approval awaited)
Add – On Courses - UGC	3
Certificate Courses	19
International Certificate Course	1
Bridge Course for all the I Yearstudents	
Certificate Course for All Students	

During 2020-21 the admission process was completely online.

85% of the students didn't have an issue with filling up the online applications and submitting it.

The rest had connectivity issues or problem with the payment gateway

An extension counter was especially opened in the pavilion for those who couldn't pay fees online

No walk-ins as people were not permitted to enter the campus as per Covid guidelines.

The admissions were made purely on MERIT

GNC Integrated Management System (IMS)

- The College has a well-equipped Integrated Management System (IMS) which serves as a data repository for School, College and Society.
- The system aims to make the campus “paperless” and to build “One campus – One database”
- The establishment of GNC IMS started with 2 modules and is currently operating with 21 modules.
- All modules are designed in a customized manner by an in-house team

BIOMETRIC, CIRCULAR AND FILE MANAGEMENT

- 100% of staff attendance is now under Biometric system.
- Introduction of e-Circular module (104 e-circulars sent).
- Implementation of file management module – Stored 2121 Internal letters and 167 external letters (from June 2019 to December 2020)

STUDENT STRENGTH

YEAR	SHIFT I	SHIFT II	TOTAL
2016-17	2320	3359	5679
2017-18	2362	3958	6320
2018-19	2277	4300	6577
2019-20	2273	4257	6530
2020-21	2214	4340	6554

STUDENT'S DEMAND AND ADMISSION – SHIFT I

Demand Ratio 1: 18

STUDENT'S DEMAND AND ADMISSION – SHIFT II

Demand Ratio 1: 6

Overall Demand Ratio 1: 10

Ninety five percent of the Staff are fully qualified.

Bridge course in English, Computing Skills and Mathematics was conducted for 2150 first year students in 2020-21 entirely in the online mode.

PROGRAMS ON RESEARCH & DEVELOPMENT

Guru Nanak Centre for Research has conducted many programs for the promotion of research and outreach during the pandemic.

Total No. of Events – 25

- National Webinar – 6
- International Webinar – 02
- Programs on Intellectual Property Rights - 4
- Workshops – 4 (2 International + 2 National)
- Faculty Development Program - 03
- Industry Academia Conclave – 2
- Certificate courses – 2
- Out Reach Programs- 1
- Gender Sensitization and Women Empowerment -1

GURU NANAK CENTRE FOR SKILL DEVELOPMENT

Certificate Courses 20 February 2021 – 20 March 2021

S.NO	NAME OF THE COURSE	NAME OF THE ORGANIZATION	STUDENTS NUMBER
1.	Advance Tally with GST	MSME	1000
2.	CCTV Installation	MSME	100
3.	Amazon Cloud Training	Amazon	423
4.	Android Mobile App Development	ICT Academy	418
5.	Cisco Python Certification	Cisco NetAcad	541
6.	Simple Chemical Manufacturing	MSME	139
7.	Terrace Gardening	MSME	138
8.	Ornamental Fish culture Course	MSME	135
9.	Disaster Management	Anna Institute of	570
10.	Sanitizer Preparation	MSME	126
11.	Income Tax practitioner	MSME	120
12.	Business Analytics	ICT Academy	97
13.	Basic Tally ERP	MSME	1092
14.	GST Practitioner	MSME	990
15.	Foreign Language	Language Trainers	187
Total			6076

GURU NANAK CENTRE FOR SKILL DEVELOPMENT (GNCS D)

- Guru Nanak Educational Society (Regd.) has signed a MoU with various domestic and international organizations and some of them are Europe India Foundation for Excellence (EIFE) Belgium, MSME Technology Development Centre, ICT Academy, KVIC.
- These organizations have trained our students on industry specific job-oriented courses such as Advance Tally with GST, GST Practitioner, Income Tax Practitioner, AWS cloud training and Data Analytics, Python Programming.
- Guru Nanak College has been established as SWAYAM - NPTEL Local Chapter with IIT Madras and this has helped our staff and students to get trained on Latest Technologies.
- Professional certification programmes in Tally ERP 9.0, Mobile Phone Servicing, CCTV installation.
- Offered Vocational courses of Bakery products making, Herbal products making, Beautician course, Sanitary Napkin making and Imitation Jewellery making, etc.

GURU NANAK MEDIA CENTRE (GNMC)

- The Guru Nanak Media Centre (GNMC) functions as the nerve centre for compiling the data from the various departments of the College, digitizing them and handing them over to the Social Media Management Team.
- Identity cards for staff and students and the College Website, Video Editing and Compilation of Events organised, Live Video Streaming and Editing of the various events are the major work undertaken by the Centre.
- The Centre also serves as the liaison between the College and the Consultants of the Social Media Management Team to enable them to publish it in the various social media platforms to ensure global reach for the College.

OUTREACH

NCC (ARMY WING)

- Won the Overall Championship at Inter-collegiate competitions conducted by Dr. Ambedkar Law University.
- Two of our cadets participated in the Republic Day Camp at New Delhi.
- Participated in RDC Rajpath and RDC Cultural and PM Rally.

AWARENESS PROGRAM ON FOOD CODES

The Department of Bio-Technology along with NSS organized an awareness programme about Indian Food Codes system (Code No., Color code and Symbol code) on the food packets

ENTREPRENEURIAL INITIATIVES

- Department of Biotechnology took the initiative in preparing a Hand sanitizer (5 variants – Pepper mint, Peach, Lemon Grass, Tea tree oil and Lavender)
- The hand sanitizer was prepared according to WHO standards and will be sold at nominal price.
- Department of Biotechnology has also prepared Handmade soaps (9 fragrances – Aloe Vera, cucumber, carrot, fuller's earth, Lavender, Lemon grass, Tea tree oil, Peach and wild turmeric)
- The Department of Chemistry organized a One Day Workshop on “ENTREPRENEURS THROUGH CHEMISTRY” supported by DBT Star College Scheme, Government of India. The students were taught Preparation of Detergent Powder, Phenyl, Dish Wash Powder and Dish Wash Liquid.

SHORT ORIENTATION COURSE FOR NON – TEACHING STAFF

For the first time in the history of any College a Short Orientation Course for Non-Teaching Staff was conducted from 28th July to 13th August 2020. The areas touched upon were techniques of Report Writing, Effective Communication, Importance of Reading Newspaper, Data Analysis, Teambuilding MS-Office, Basic Hindi Communication, Record Keeping & Maintenance, Acupressure etc.

YOUTUBE CHANNEL

- A YouTube channel was inaugurated for the College. Webinars and Awareness Sessions for the students were conducted through this.
- Other Colleges approached GNC for IT know-how on maintaining connectivity with their Staff and Students.

AWARDS/APPRECIATION

- The General Secretary & Correspondent, Mr. Manjit Singh Nayar received a special award from Chennai City Police, for his outstanding contribution and dedicated service during the COVID 19 Pandemic.
- Our General Secretary & Correspondent was conferred with the Extraordinary Leadership award by Education world recently.

COVID RELIEF INITIATIVE

- First college to volunteer to take care of the 400 migrant workers from Odisha.
- Medical screening camp by government officials held regularly for the migrant workers
- Dental and hygiene kits were supplied to all of them along with beddings, blankets, shirts & footwear.
- They were provided with wholesome food (breakfast, lunch and dinner)
- They had Yoga session every day to keep them fit mentally and physically.
- When the migrant workers left the campus, buses were arranged for their departure and food packets were provided for them.
- The, then Hon' Chief Minister Shri Edappadi K. Palaniswami visited the campus with the Health Minister, Health Secretary & Corporation Commissioner.
- He served food to the migrants and appreciated the work being done for the migrant workers as well as the existing infrastructure of the College.
- The then leader of the Opposition Thiru M. K. Stalin also visited the relief camp, donated provisions and served food to the migrants.
- Other officials like DGP, ADGP and Commissioner of Police were among those who visited the camp regularly.
- We were the first to extend the facilities for migrants from the North Eastern states of Assam, Tripura & Nagaland, who stayed for 3-4 days before their onward journey to their hometown.
- All forms of Media like the Press, the Television news channels and Social Media outlets covered these activities extensively.

COVID RELIEF CAMP

- Donations poured in from volunteers which included clothes, rice, dal and vegetables along with cash donation.
- Surplus items from the relief camp were extended to various NGOs and the Gurudwara at T. Nagar.

SUPPORT FOR STUDENTS DURING COVID

- To give a sense of continuity during the pandemic, teachers conducted online classes, tests, quizzes and exams for the students.
- Only 3% of students had connectivity issues.
- 64 certificate courses like Advance Tally with GST, CCTV Installation, Amazon Cloud Training, Android Mobile App Development, Pnatgaen1d8Cofisco Python Certification were offered.
- Online quizzes, competitions and webinars were conducted during the pandemic. Parent-Teachers meetings were conducted by all the department to appraise the parents' of the online activities and classes for the students.
- In total, 222 programmes were organized in 117 days including Webinars (National and international), Workshops and Research Development Programs

FIRST VACCINATION CAMP – PUBLIC APRIL 2021

A Mega covid-19 vaccination camp was organised on April 9, 2021 by Guru Nanak Educational Society and Greater Chennai Corporation for the benefit of faculty members and the general public. Principal Dr.M.G.Ragunathan, inaugurated the camp by getting himself vaccinated. General Secretary and Correspondent Mr.Manjit Singh Nayar, also graced the occasion. The camp was open for all staff and general public. Nearly 70 staff members got themselves vaccinated. Guru Nanak College was the first Educational institution to initiate such a camp for the benefit of its staff and public.

SECOND VACCINATION CAMP – HOME GUARD PERSONNEL MAY 2021

Another Mega vaccination camp was organised on May 2021 for 2,500 home guards on the college campus jointly by the Velachery Corporation Public Health Centre officials.

MEGA FOOD CAMP 2021

The second wave of the Covid-19 pandemic emerged as an alarming disaster and a large number of people were affected. The GNES decided to provide freshly prepared food to the frontline workers and doctors and nurses who had been working in the government hospitals round the clock. Around 3000 meal packets were prepared in the Guru Nanak College Campus on a daily basis from May 10th to June 30th 2021. The packing and distribution of food was taken care of by the commando force of the Tamil Nadu police under the direct supervision of the Additional Director General of Police. Senior officials visited the camp and acknowledged the commendable service.

COVID-19 CARE CENTRE

A 16-Bed Covid care Centre was set up at the Sports Pavilion Building of the Guru Nanak College Campus on May 30, 2021. In addition to this, the Guru Gobind Singh Block was handed over on May 12, 2021 to the corporation authorities for management and use as a Covid -19 Quarantine Centre with 380 Beds.

SWABODHINI – SCHOOL FOR SPECIAL CHILDREN

Swabodhini, School for Special Children is housed in the Maharani Vidyavati Devi Block on campus. A few of these children are employed in our college office and library.

NEW COURSES 2021-2022

- B.Sc. Data Analytics
- B. Com. Computer Application
- B. A. Sociology
- B. Com. Professional Accounting

ADDITIONAL SECTIONS FOR 2021-2022

- B A Defence & Strategic Studies
- B. Com. (General)(Exclusively for women candidates)
- B. Com. (Corporate Secretary ship)

Annexure – I

RULES AND REGULATIONS

(Effective from the Academic Year 2021-2022 and thereafter)

SEMESTER SYSTEM WITH CREDITS

I. CHOICE BASED CREDIT SYSTEM (CBCS) WITH GRADING

The College follows the CBCS with Grades under the Semester pattern. Each paper is provided with a credit point based on the quantum of subject matter, complexity of the content and the hours of teaching allotted.. This is done after a thorough analysis of the content of each subject paper by the members of the Board of Studies and with the approval of the Academic Council. Students are also offered a variety of Job-oriented courses, Elective courses and Skill based courses as the part of the curriculum. Students can earn extra credits by opting for Massive Open Online Courses (MOOCs) and Certificate Courses.

The evaluation method under CBCS involves a more acceptable grading system that reflects the personality of the student. This is represented as Cumulative Grade Point Average (CGPA) and Grade Point Average (GPA) which are indicators of the Academic Performance of the student. It provides students with a scope for horizontal mobility and empowers them with the flexibility of learning at their convenience.

II. ELIGIBILITY FOR ADMISSION

Candidates admitted to the first year of the UG programme should have passed the higher Secondary Examinations (Academic or Vocational Stream) conducted by the Government of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras. Students applying for the PG programme should have taken the UG degree in the relevant subject from a recognized university as per the norms of the University of Madras.

For B.Com (Hons) & B.Com (PA):

Candidates admitted to the first year of the B.Com (Hons.) & B.Com (PA) programme should have passed the higher secondary examinations conducted by the Government of Tamil Nadu or an examination accepted as equivalent thereof by the Syndicate of the University of Madras with 75 % cut-off in Commerce/Business studies, Accountancy, Economics and Business Mathematics/ Mathematics.

For MBA:

The basic requirement for admission to the MBA Course, is a Bachelor's degree in any discipline with a minimum of 50% marks in aggregate and satisfactory test score in MAT Entrance Test conducted by AIMA, New Delhi / TANCET for MBA conducted by Government of Tamilnadu / CAT / XAT or any other approved MBA Entrance Tests

For MCA:

Only those candidates who have passed B.C.A/B.Sc. in Computer Science or any other equivalent degree OR passed B.Sc/B.Com/BA with Mathematics at 10 + 2 level or at graduation level (with Optional bridge course), provided they have undergone the course under 10+2+3 or 11+1+3 or 11+2+2 pattern and obtained at least 50% of marks (45 % marks in case of candidates belonging to reserved category) in the qualifying examination shall be eligible for admission to the M.C.A. Degree Course.

III. DURATION OF THE COURSE

The UG course is of three years duration with six semesters and the PG course is of two years duration with four semesters. The period from June to November is termed as the odd semester and the period from December to April is referred to as the even semester. Each semester must compulsorily have 90 working days before the students sit for the final End Semester Exam.

IV. COURSE OF STUDY

The main subjects of study for the Bachelor's Degree shall consist of the following:

1. FOUNDATION COURSES

- a) PART - I : Tamil/ Hindi / Sanskrit/French
- b) PART - II : English

2. CORE COURSES

- a) PART - III: Consisting of (a) Main subject (b) Allied Subjects (c) Elective subjects related to the main subject of study and project work.
- b) PART - IV
 - i. Those who have not studied Tamil / Hindi up to XII standard and have taken a non-Tamil / non – Hindi language under Part – I, shall opt for Basic Tamil / Basic Hindi in the first two semesters.
 - ii. Those who have studied Tamil up to XII standard, and taken a non -Tamil language under Part – I, shall opt for Advanced Tamil in the first two semesters.
 - iii. Others, who do not come under either of the clauses mentioned above, can choose a Non-Major Elective (NME) in the first two semesters.
 - iv. Soft Skills (I, II, III & IV Semesters)
 - v. Environmental Studies (IV Semester)
 - vi. Value Education (V Semester)
- c) PART - V : Compulsory Extension Service

A candidate shall be awarded **one credit** for compulsory extension service.

A student must enroll in NSS / NCC /Sports & Games/ Rotaract/ Youth Red Cross / Citizen Consumer Club / Enviro Club or any other service organization in the College and should put in compulsory minimum attendance of 40 hours, which shall be duly certified by the Principal of the College. If a student lacks 40 hours compulsory minimum attendance in the extension services in any Semester, s/he shall have to compensate the same, during the subsequent Semesters. Literacy and population and educational fieldwork shall be compulsory components in the above extension service activities.

V. COURSE STRUCTURE

The UG course consists of 15-18 Core papers with 3-4 credits for each paper, 3 Elective papers and 4 Allied papers with 5 credits for each paper in addition to 3 Soft Skill papers with three credits each and one skill based subject with three credits. The B.Com (Hons) course has 31 core papers of 4 credits each and project with 8 credits and B.Com (PA) has 29 core papers.

The PG courses (M.A, M.Com, M.Sc and MSW) have 14-17 core papers with 4 credits each, Project Work with 6 credits, 5 elective papers with 3 credits, 2 extra disciplinary papers with 3 credits, Four Soft Skill courses with two credits each. Internship as a compulsory component carries 2 credits.

The MBA course has 15 core papers including project work with 4 credits, 6 elective papers with 3 credits, 2 extra disciplinary papers with 3 credits, Four Soft Skill courses with two credits each. Internship as a compulsory component carries 2 credits.

The MCA course has 15 core papers of 2-4 credits, 5 Elective papers of 3 credits, 2 Extra-disciplinary papers of 3 credits and a project work of 17 credits.

Internship training is a compulsory component for all the PG courses.

❖ The details of the course structure are given in the following table;

CHOICE BASED CREDIT SYSTEM WITH GRADING

1. POST GRADUATE DEGREE

COMPONENTS	M.Sc. Chemistry M.Sc. Mathematics M.Sc. Zoology M.A. Economics M.A. Defence & Strategic Studies			M. COM			M. S.W		
	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits
CORE COURSES INCLUDING PRACTICAL	14-17	4	60-70	16	4	64	17	3-6	65
PROJECT	0-1	6	0 - 6	0	0	0	1	6	6
ELECTIVES	5	3 - 4	10-20	4	4	16	5	3	15
EXTRA DISCIPLINARY COURSES	2	3	6	2	3	6	2	3	6
SKILL	4	2	8	4	2	8	4	2	8
INTERNSHIP	1	2	2	1	2	2	0	0	0
TOTAL			91			96			100

COMPONENTS	M.C.A.			M.B.A.		
	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits
CORE COURSES INCLUDING PRACTICAL	15	2-4	46	13	4	52
PROJECT	1	17	17	1	8	8
ELECTIVES INCLUDING EXTRA DISCIPLINARY COURSES	7	3	21	8	3	24
SKILL	4	2	8	4	2	8
INTERNSHIP	1	2	2	1	2	2
TOTAL			94			94

2. UNDERGRADUATE DEGREE

Under Part IV of the Course, students should register separately for two Non-Major Elective papers, during the First and Second semesters. The marks obtained under Part IV will not be included for classification of the candidate although a pass is mandatory. Students should have obtained the minimum credit under Part V to be eligible to receive the degree.

PART	COMPONENTS	B.Com(Gen.) B.Com (C.S) B.Com(A&F) B.Com(B.M.) B.Com(M.M.) B.Com(ISM) B.B.A. B.C.A B.Sc (IT) B.Com(CA)			B.Sc.(Mat.) B.Sc.(Phy.) B.Sc.(Chem.) B.Sc.(Plant Bio.) B.Sc.(Adv.Zoo) B.Sc.(C.S.) B.Sc.(Viscom) B.Sc (Biotech) B.A.(Eco.) B.A.(Defence), B.A. (English). B.Sc (Data Analytics), B.A Sociology)			B.Com (Honours)			B.Com (Professional Accounting)		
		No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits	No. of Courses	Credit per Course	Total Credits
Part I Foundation Course	Language: (Tamil/ Hindi/ Sanskrit/ French)	2	3	6	4	3	12	2	3	6	2	3	6
Part II Foundation Course	English	2	3	6	4	3	12	2	3	6	2	3	6
Part III	Core Papers	15-18	3-4	72	15-18	3-4	60	31	4	124	29	4-6	123
	Project	-	-	-	-	-	-	1	8	8	-	-	-
	Allied Papers	4	5	20	4	5	20	-	-	-	-	-	-
	Elective Papers	3	5	15	3	5	15	-	-	-	1	4	4
Part IV	Non Major Electives/ Basic Tamil/ Advanced Tamil/Basic Hindi	2	2	4	2	2	4	2	2	4	2	2	4
	Soft Skill	3	3	9	3	3	9	-	-	-	3	2-4	8
	Skill Based Subject	1	3	3	1	3	3	-	-	-	-	-	-
	Environmental Studies	1	2	2	1	2	2	1	2	2	1	2	2
	Value Education	1	2	2	1	2	2	1	2	2	1	2	2
Part-V	Extension Service	1	1	1	1	1	1	1	1	1	1	1	1
	Internship	1	2	2	1	2	2	-	-	14	-	-	14
TOTAL		142			142			167			170		

VI. EXAMINATIONS

Continuous Internal Assessment (CIA) will be for 50 percent and End Semester Examination (ESE) will be for 50 percent.

➤ CONTINUOUS INTERNAL ASSESSMENT (CIA)

Every semester will have a centralized mid semester examination for each paper. This will be conducted on completion of 45 working days in each semester. A Model exam of three hours' duration will be conducted on completion of 80 working days in each semester.

The schedule for these tests is as follows:

C.I.A.Test	Schedule	Syllabus Coverage
I	After 45 working days of the Semester	50%
II (Model Examination)	After 80 working days of the Semester	95%

The components for the CIA (Theory & Practicals) are as follows:

Internal Components			
Assessment Type	Nature	Maximum Marks	% of Weightage
CIA	Mid Semester Exam	50	10
Model	Model Examination	100	10
	Assignment		10
	Class activity		15
	Attendance		5
Total			50

The class activity relates to a programme of accepted innovative techniques such as seminars, quiz, portfolio creation, MCQ, PowerPoint presentation, objective tests, role play etc. The mode of evaluation of the class activity will be fixed before the commencement of the semester and an approval will be obtained from the Head of the Department. The students will be informed of the various methods of evaluation once the semester begins.

A record of all such assessment procedures will be maintained by the department and is open for clarification. Students will have the right to appeal to the Principal in case of glaring disparities in marking.

CIA marks for practical subjects will be awarded by the respective faculty based on the performance of the student in the model practical examination, observation notebook, submission of record books, regularity and attendance for the practical classes. The attendance particulars for practical classes will be maintained by the concerned faculty.

Marks for attendance will be awarded as per the following:

Percentage of General Attendance	Marks Awarded
90-100	5
75-89	4
60-74	3
<60	0

➤ **END SEMESTER EXAMINATIONS (ESE)**

After the completion of a minimum of 90 working days each semester, the End Semester Examinations will be conducted. Examinations for all UG and PG courses will be held for all papers in November/December and April/May

Practical examinations will be conducted only during the end of the odd / even semester before, during or after the commencement of the theory exam. The schedule for ESE Practicals will be notified by the Controller of Examinations in consultation with the Dean (Academics).

A candidate will be permitted to appear for the End Semester examinations for any semester if:

- a) S/he secures not less than 75% of attendance in the working days during the semester.
- b) S/he should have applied for the examination
- c) S/he should have paid the requisite examination fee
- d) Her/His overall conduct has been satisfactory

The attendance requirements to appear for the ESE are as follows:

- i. Students must have 75% of attendance in each part of the course of study to appear for the End Semester Examination.**
- ii. Students who have 65% to 74.9% of attendance shall apply for condonation** in the prescribed form along with the prescribed fee after obtaining permission from the Principal. Students cannot claim condonation as a matter of right. Submission of Medical Certificate is normally not accepted to condone shortage of attendance.
- iii. Students who have 50% to 64.9% of attendance will fall under the - Withheld category.** Such students cannot take up the ESE exams. They should apply to the Principal for permission to write the next supplementary examination and pay the requisite fee for this purpose. However, they can appear for the supplementary examinations for the previous semester's paper/s.
- iv. Students who have less than 50% of attendance fall under the Detained category- They will not be permitted to appear for the examination. They shall redo the semesters after completion of the course and appear for the examination after securing the required**

percentage of attendance. The decision of the Principal remains final and binding in all respects.

v. Students who do not get the minimum marks to pass in the ESE shall compulsorily re-appear for the paper in the subsequent semester after paying the required fee.

A Student who, for whatever reasons is not able to complete the program within the normal period (N) or the minimum duration prescribed for the programme, may be allowed a two year period beyond the normal period of study to clear the backlog to be qualified for the degree. (Time Span = N +2 years for the completion of programme).

In exceptional cases like major accidents and childbirth an extension of one year may be considered beyond the maximum span of time (Time Span = N + 2 + 1 years for the completion of programme).

If the students fail to complete the course and take the examination within the stipulated time, they will be required to re-register their names and take the examination in the revised regulations/syllabus of the paper in force at the time of their reappearance. Students qualifying during the extended period shall not be eligible for **RANKING**.

INSTANT EXAMINATION (SPECIAL SUPPLEMENTARY EXAMINATION)

In order to provide an opportunity to the final year UG and PG students to obtain the degree in the same year and also to facilitate vertical mobility, special supplementary End Semester Examinations will be conducted in about 30 days from the date of publication of results every year for the final semester theory papers and also for the candidates who had failed in **ONLY ONE** theory paper of the previous semesters. Students, who wish to apply for special supplementary End Semester Examinations, can do so within 7 days from the date of publication of results.

Students involved in Malpractice will not be permitted to appear for Supplementary Examination.

The details of the ESE are as follows:

External Component			
Assessment type	Comprehensive Test	Maximum mark	% of Weightage
External Exam	3 Hours Examination	100	50
	Grand Total (CIA+ESE)		100

VII. CONDUCT OF EXAMINATION

The Chief Superintendent of Examinations will be the Principal or a person appointed by the Principal. The responsibility of conducting the End Semester Examinations lies with the team led by the Chief Superintendent.

The time-table for examinations will be finalized by the office of the Controller of Examinations and will be displayed well in advance i.e., 20 days prior to the commencement of the examinations.

The Hall tickets for eligible students will be issued 3 days prior to the commencement of examinations. For Subjects like Environmental Studies / Value Education, End Semester Examinations may be conducted either in the on-line mode or in the offline mode along with the regular ESE.

VIII. VALUATION

The valuation of the answer scripts will be undertaken at the central valuation camp led by the Controller of Examinations or the Camp Officer appointed by the Controller of Examinations. Double valuation of answer scripts is adopted for both UG and PG Courses.

IX. PUBLICATION OF RESULTS

The Examination results will be published on the web portal during the third / fourth week of May for the II, IV and VI semester examinations and during the third / fourth week of December for the I, III and V semester examinations

A. GUIDELINES FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

Candidates seeking photocopy of the answer scripts are advised to go through these rules and regulations before applying.

- i. Photocopy is permitted only for Regular theory papers in PART I, II and III.

(Supplementary excluded).

- ii. The student should carefully select the papers for which s/he wishes to obtain the photocopy. A second application will not be accepted for additional papers.

B. GUIDELINES FOR APPLYING FOR REVALUATION OF THE ANSWER SCRIPT

Candidates seeking revaluation are advised to go through these rules and regulations before applying.

- i. Revaluation is permitted only for Regular theory papers in PART I, II and III.

(Supplementary excluded).

- ii. The student should carefully select the papers for which s/he wishes to apply for revaluation. A second application will not be accepted for additional papers.

- iii. The application is to be filled in by the candidate in his/her own hand-writing and not by anyone else on his/her behalf.
- iv. Entries made by the candidate are to be verified by the HOD and forwarded to the Principal for endorsement.
- v. The prescribed Fee payment receipt or challan has to be attached along with the Application Form and submitted to the Principal's Office. The candidate will be given an acknowledgement for submission, with date and time.
- vi. The candidate has to be aware that when s/he is applying for revaluation, S/he **SURRENDERS** the original performance and will now accept the revised performance in which there could either be a **CHANGE/ NO CHANGE** in the marks.

X. CLASSIFICATION OF PERFORMANCE – GRADING SYSTEM FOR THE SEMESTER

A candidate shall be declared to have qualified for the award of the Degree, provided the candidate has successfully completed the Programme requirements and has passed all prescribed subjects of study in the respective semesters.

Passing Minimum: UG CIA 40% AGGREGATE 40% B.Com (Hons.) and PG CIA 50% ESE 50% AGGREGATE 50% OF THE MAXIMUM OF THE COMPONENT IN THAT PAPER / COURSE

P: Pass, U: Re-Appeal, WH: Withheld, AAA: Absent, CIA: Continuous Internal Assessment, ESE: End Semester Examination, GPA: Grade Point Average.

CGPA: Cumulative Grade Point Average

POST GRADUATE DEGREE

PART – A: Core, Elective including Extra Disciplinary Elective, Major Project

PART – B: Soft Skills, Internship

UNDERGRADUATE DEGREE

PART – I : Tamil / Hindi/Sanskrit/French

PART – II : English

PART – III: Core, Allied, Elective and Inter Disciplinary Elective

PART – IV: Basic/Advanced Tamil / Basic Hindi/ Non-Major Elective, Skill Based Electives, Environmental Studies and Value Education

PART – V : Extension Activities

RANGE OF MARKS FOR GRADES UG Also for Certificate / Diploma				RANGE OF MARKS FOR GRADES UG[B.Com.(Hons.) B.Com (PA)], PG and also			
Range of Marks	Grade Points	Letter Grade	Description	Range of Marks	Grade Points	Letter Grade	Description
90 - 100	9.0 - 10.0	O	Outstanding	90 - 100	9.0 - 10.0	O	Outstanding
80 - 89	8.0 - 8.9	D+	Excellent	80 - 89	8.0 - 8.9	D+	Excellent
75 - 79	7.5 - 7.9	D	Distinction	75 - 79	7.5 - 7.9	D	Distinction
70 - 74	7.0 - 7.4	A+	Very Good	70 - 74	7.0 - 7.4	A+	Very Good
60 - 69	6.0 - 6.9	A	Good	60 - 69	6.0 - 6.9	A	Good
50 - 59	5.0 - 5.9	B	Average	50 - 59	5.0 - 5.9	B	Average
40 - 49	4.0 - 4.9	C	Satisfactory	00 - 49	0.0 - 4.9	U	Re-appear
00 - 39	0.0 - 3.9	U	Re-appear	ABSENT	0	AAA	Absent
ABSENT	0	AAA	Absent				

C_i = Credits earned for course i in any semester

G_i = Grade Point obtained for course i in any semester

n refers to the semester in which such courses were credited.

CGPA		GRADE		CLASSIFICATION OF FINAL RESULT		
9.5-10.0		O+		First Class - Exemplary*		
9.0 and above but below 9.5		O				
8.5 and above but below 9.0		D++		First Class with Distinction*		
8.0 and above but below 8.5		D+				
7.5 and above but below 8.0		D				
7.0 and above but below 7.5		A++		First Class		
6.5 and above but below 7.0		A+				
6.0 and above but below 6.5		A				
5.5 and above but below 6.0		B+		Second Class		
5.0 and above but below 5.5		B				
B.Com (Hons.)	UG	B.Com (Hons.), B.Com (PA)	B.Com (Hons.) B.Com (PA)	UG	UG	
0.0 and above but below 5.0	4.5 and above but below 5.0	U	Re-appear	C +	Third Class	
	4.0 and above but below 4.5			C		
	0.0 and above but below 4.0			U	Re-appear	

● CGPA Grades:

The candidates who have passed in the first appearance and within the prescribed semester of the UG/PG Programme (Core, Allied and Elective) alone are eligible for classification of results.

GRADING SYSTEM

For a Semester:

$$\text{GRADE POINT AVERAGE [GPA]} = \sum_i C_i G_i / \sum_i C_i$$

Sum of the multiplication of grade points by the credits of the course
GPA = $\frac{\text{Sum of the multiplication of grade points by the credits of the course}}{\text{Sum of the credits of the courses (passed) in a semester}}$

For the entire programme:

$$\text{CUMULATIVE GRADE POINT AVERAGE [CGPA]} = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

Sum of the multiplication of grade points by the credits of the entire programme
CGPA = $\frac{\text{Sum of the multiplication of grade points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$

(CGPA is calculated only if the candidate has passed in all the courses in the entire programme)

XI. CONCESSIONS FOR DIFFERENTLY-ABLED STUDENTS

A. DYSLEXIA STUDENTS

For students who are mentally challenged/who have a learning disability and mental retardation/ who are slow learners/ who are mentally impaired/ who have learning disorder and seizure disorder/ who are spastic and those who have cerebral Palsy, the following concessions shall be granted:

- i. Part I** Foundation course in Tamil/Hindi/Sanskrit/French **can be exempted**.
- ii. One-third** of the time meant for the paper may be given as **extra time** in the examination.
- iii. Leniency** in overlooking **spelling mistakes**, and
- iv. Amanuensis** for all courses will be provided on request. This will be acceptable only if the request is duly certified by the Medical Board of the Government Hospital/ General Hospital/ District headquarters Hospitals and they shall be declared qualified for the degree if they pass the other examinations prescribed for the degree.

B. HEARING, SPEECH IMPAIRED & MENTALLY CHALLENGED

For students who are hearing and speech impaired/who are mentally challenged, the following concessions shall be granted:

- i. One Language paper** either **Part I** Foundation course Tamil/Hindi/Sanskrit/French or **Part II** English or its equivalent **can be exempted**
- ii. Part IV** Non-Major Elective (NME) or Basic Tamil/Advanced Tamil or Basic Hindi **can be exempted**.

C. VISUALLY IMPAIRED STUDENTS:

- i. **Exempted** from paying **examination fees**.
- ii. A **scribe** shall be **arranged by the College** and the scribe will be paid as per the College's decision.

XII. INTERDISCIPLINARY ELECTIVE (IDE)

It has been proposed that the UG students admitted from the academic year 2019 – 2020 onwards would take up an Interdisciplinary Elective (IDE) Paper in their **Fifth Semester**.

❖ **The following Departments functioning in Shift I will offer IDE Papers to students only from Shift I:**

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	Mathematics	Numerical Analysis
2	Physics	Integrated Electronics
3	Chemistry	Chemistry in Everyday Life
4	Plant Biology and Plant Biotechnology	Horticulture and Mushroom Cultivation
5	Advanced Zoology and Biotechnology	Wildlife Conservation
6	Commerce (General)	Entrepreneurial Development
7	Corporate Secretaryship	Entrepreneurial Development
8	Economics	Principles of Insurance and Risk Management
9	Defence and Strategic Studies	An Introduction to Defence Journalism
10	Department of Hindi	Communication Hindi : Oral and Written

❖ **The following Departments functioning in Shift II will offer IDE Papers to students only from Shift II:**

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1.	Commerce (General)	Elements of Income Tax
2.	Commerce (A & F)	Indian Constitution and Human Rights
3.	Commerce (B & M)	Personal Investment Planning
4.	Commerce (M & M)	Tourism Management
5.	Commerce (Honours)	Business Venture
6.	Corporate Secretaryship	Entrepreneurial Development
7.	BBA	Managerial Skill Development
8.	BCA	Introduction to Web Designing (HTML & CSS)- Practical
9.	Computer Science	Internet And Its Applications
10.	Visual Communication	Understanding Films
11.	Commerce (PA)	Office Management & Methods

❖ The following Departments from Shift II, functioning in Shift I timings can only offer IDE Papers to the students functioning within the same Shift I timings:

S.NO	DEPARTMENT	IDE (TITLE OF THE PAPER)
1	Commerce (ISM)	Essentials of office Automation Tools and E-Mail Etiquette
2	B.Sc.(IT)	Web Designing
3	B.Sc. (Biotechnology)	Intellectual Property Rights
4	B.A. (English)	Travel Writing

XIII. OPTION TO EARN ADDITIONAL CREDITS

A. MOOCs (Massive Open Online Courses)

- The UG students can opt for a minimum of one Course and earn 2 credits, while a maximum of 6 Credits can be earned by completing three courses during their three-year period of study.
- The PG students can opt for a minimum of one Course and earn 2 credits, while a maximum of 4 Credits can be earned by completing two courses during their two-year period of study.
- This is completely optional.

B. CERTIFICATE COURSES

The Certificate courses are offered by the departments for 30 hours which will enable the students to earn 2 additional credits.

C. ADDITIONAL CREDIT FOR EXTENSION SERVICES

All the students who have put in additional 40 hours or more apart from the compulsory minimum hours in NSS / NCC / Sports & Games / Rotaract / Youth Red Cross / Citizen Consumer Club / Enviro Club or any other service organization in the College will be eligible to earn an additional credit at the time of completion of their Course. This should be duly certified by the Principal of the College,

XIV. REQUIREMENTS FOR PROCEEDING TO SUBSEQUENT SEMESTERS

- i. All candidates should register their names for the first semester examination after admission to the UG / PG courses.
- ii. Candidates shall be permitted to proceed from the first semester up to the final semester irrespective of their failure in any of the semester examinations, subject to the condition that the candidate had registered for all the arrear subjects of earlier semesters along with current semester subjects.

XV. ISSUE OF CERTIFICATES

A Statement of Marks will be issued to each student who has written the examination.

❖ Consolidated Mark Sheet

Consolidated mark sheets will be given to final year students along with total credits earned only to those who have passed in all the papers prescribed for the respective degree.

❖ Transcript

Students who wish to obtain any Transcript for joining courses of study in other Universities in India or abroad or for obtaining scholarships, can obtain these certificates from the office of the Controller of Examinations. A requisition letter duly signed by the Student and forwarded by the Principal along with fee challan is to be submitted to the office of the Controller of Examinations. The Certificate will be provided within 15 working days in a sealed envelope.

❖ Provisional Certificate

A copy of the results of the successful final year students will be sent to the University of Madras in the prescribed format in July/August and the University will issue a Provisional Certificate through the College. A soft copy can be downloaded from the University of Madras website and a hard copy will be provided by them within 90 days of the issue of the soft copy.

❖ Corrections in the Certificates

Any corrections like name, date of birth etc., can also be made in the certificate. A letter of request duly signed by the student, HOD and Principal along with the prescribed fee paid challan has to be forwarded to the office of the Controller of Examinations. The details will be updated within 15 working days. The amount once paid will not be refunded under any circumstances.

❖ Duplicate Mark Sheet

In case of loss of the mark sheet / certificate, a duplicate will be provided after submitting a non-traceable certificate issued from the Police station duly signed by an Inspector or Sub Inspector. A letter of request duly signed by the student, HOD and Principal along with the prescribed fee paid challan is to be forwarded to the office of the Controller of Examinations.

❖ Duplicate Provisional Certificate / Degree Certificate:

Students have to apply directly to the University of Madras for duplicate provisional certificate and degree certificate.

❖ **Verification of Qualification**

Agencies which request for verification of educational qualification of students under the autonomous mode of this college and students who opt for higher studies / employment and who require verification of educational qualification shall verify online through the QR code in the consolidated mark sheet after an online payment of fees for the same. They can also apply to the Principal to this effect along with the prescribed fees which has to be forwarded to the Office of the Controller of Examination. The relevant certificate will be issued within 15 working days from the receipt of the forwarded request of the Principal and the Office of the Controller of Examination.

XVI. CONVOCATION AND NOTICE

❖ **Convocation**

Every year after the Convocation is conducted by the University of Madras, the College will hold a Graduation day / Convocation in which the Degree Certificates will be distributed to the students who are present. For others it will be issued by the College Office. Students should collect the same within 30 days of convocation after which a search fee will be charged. **Students are responsible for collecting their Degree certificates from the college office on time.**

❖ **Notice**

Candidates, who have completed the duration of the course and left the College, can get information regarding Supplementary Examinations, issue of examination application forms, certificates and application for Graduation day through the college website and general notice board. Regular students will however be informed of the examinations by circulation, in addition to the modes mentioned above.

No student will receive individual communication.

XVII. PROCEDURE FOR SUBMISSION OF SYLLABUS

- i. Each department will finalize the syllabus.
- ii. Finalization could mean a minor change in the existing syllabus or a revamp of the entire syllabus.
- iii. The department will submit the changes to the Board of Studies. After the approval of the syllabus in the BOS, the concerned department will submit the minutes along with the modified syllabus book / sheet (five copies) to the Dean's office within ten days of the BOS meeting.
- iv. A Soft copy of the batch-wise syllabus approved by the BOS in PDF format should be sent to the Dean's mail ID within ten days of the BOS meeting.



GURU NANAK COLLEGE (AUTONOMOUS)

Reaccredited at "A" Grade by NAAC

Affiliated to the University of Madras

A Unit of Guru Nanak Educational Society (Regd.)


Guru Nanak Salai, Velachery, Chennai-600 042

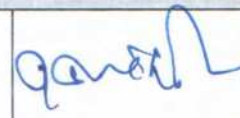
THE TENTH MEETING OF THE ACADEMIC COUNCIL

Venue: Guru Ramdas Seminar Hall

Date: 17-09-2021


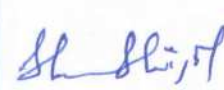


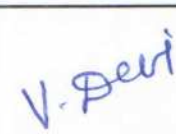


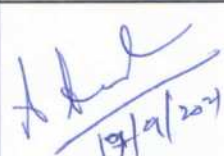

Time: 10.00 a.m.

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
Chairman		
1.	Dr.M.G.Ragunathan Principal, Guru Nanak College Velachery, Chennai.	
Nominees of the University of Madras (Three Persons)		
2.	Dr.R.R.Krishnamurthy Professor & Head, Department of Applied Geology, University of Madras, Guindy Campus, Chennai -600025 Off No: 044-22202727 Email: rrkrishnamurthy@unom.ac.in	
3.	Dr.R.Rajshri Ramakrishna Associate Professor & Head i/c, Department of Indian Music, University of Madras, Chepauk, Chennai -600005 Phone No: +91 9840992704 Email 1: rajshri@unom.ac.in Email 2: rajshriramakrishna@gmail.com	
4.	Dr.V.Sankar Professor & Head, Department of Anatomy University of Madras, Taramani Campus, Chennai -600 113 Phone No: +91 9941466960 Email 1: sankar@unom.ac.in Email 2: venkatsankar@yahoo.com	

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
<i>Experts from Outside College nominated by Governing Body (Five Persons)</i>		
5.	Mr. H. Karthik Seshadri Advocate, Partner Iyer & Thomas, 15/8, 7th Cross St, Indira Nagar, Adyar, Chennai-600 020 Cell: 98400 15394 Email : karthikseshadri@iyerandthomas.com	
6.	Dr. Suresh Ramanathan Dean & Principal Great Lakes Institute of Management, Chennai. Ph.No: 93840 33668 Email: Suresh@greatlakes.edu.in	
7.	Dr R.Swarnalatha Professor Department of Humanities and Social Sciences, IIT Madras, Chennai 600036 Ph.No: 98400 98923 Email: swarna@iitm.ac.in	
8.	Dr Sunita Nair Professor, Department of Chemistry, Advisor, Student Affairs, SSN College of Engineering, Kalavakkam, Tamilnadu. Ph.No: Email: suni_tham@yahoo.com	
9.	Dr.H.Nirmal Kumar Associate Professor Department of Commerce A.M. Jain College, Chennai -600114 Ph.No: 9940163818 Email: haroldnirmalkumar@amjaincollege.edu.in	
<i>Heads of the Departments (Fourty Three Members)</i>		
10.	Dr.M.Murthi Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai	


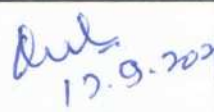




ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
11.	Dr.V.Jeyaraman Associate Professor & Head, Department of Tamil Guru Nanak College, Chennai	
12.	Dr.Swati Paliwal Assistant Professor & Head, Department of Hindi & Dean - Languages Guru Nanak College, Chennai	
13.	Ms.Guria Choudhary Assistant Professor & Head, Department of Hindi Guru Nanak College, Chennai	
14.	Mr.B.Kumaran Associate Professor & Head, Department of English Guru Nanak College, Chennai	B. Kumaran
15.	Ms.R.Radhika Associate Professor & Head, Department of English Guru Nanak College, Chennai	R. Radhika
16.	Mr.T.Subhramaniyan Associate Professor & Head Department of Mathematics Guru Nanak College, Chennai	T. Subhramaniyan
17.	Dr.K.Namasivayam Associate Professor & Head Department of Physics Guru Nanak College, Chennai	K. Namasivayam
18.	Dr.R.M.Ezhilarasi Associate Professor & Head PG Department of Chemistry Guru Nanak College, Chennai	R. M. Ezhilarasi 17.09.2021
19.	Dr.M.Gopi Assistant Professor & Head Department of Plant Biology and Plant Biotechnology Guru Nanak College, Chennai	M. Gopi

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
20.	Dr.J.Jayanthi Associate Professor & Head Dept. of Advanced Zoology & Biotechnology & Dean - Research Guru Nanak College, Chennai	
21.	Dr.T.K.Avvai Kothai Associate Professor & Head PG & Research Department of Commerce Guru Nanak College, Chennai	<i>P.T.A.C.</i>
22.	Dr.D.Ranjith Kumar Assistant Professor & Head Department of Corporate Secretaryship Guru Nanak College, Chennai	
23.	Dr.V.P.Nedunchezhiyan Associate Professor & Head Department of Defence and Strategic Studies Guru Nanak College, Chennai	<i>[Signature]</i>
24.	Dr.C.Murthy Associate Professor & Head PG Department of Economics Guru Nanak College, Chennai	<i>C. Murthy</i>
25.	Mrs.T.Saroja Associate Professor, UG Department of Chemistry Guru Nanak College, Chennai	<i>S.T.S.</i>
26.	Dr.V.Uma Maheswari Associate Professor & Head PG Department of Business Administration Guru Nanak College, Chennai	<i>V.U.M.</i>
27.	Ms.S.Nirmala Devi Associate Professor & Head Department of PG Computer Application & Dean - IT Guru Nanak College, Chennai	<i>[Signature]</i> 17/9/21
28	Dr.J.Jayanthi Associate Professor & Head PG Department of Zoology & Dean - Research Guru Nanak College, Chennai	

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
29.	Dr.K.Shanthi Assistant Professor & Head Department of Social Work – MSW Guru Nanak College, Chennai	
30.	Mrs. M. Shanthy Assistant Professor & Head PG Department of Mathematics Guru Nanak College, Chennai	
31.	Dr.O.Nirmala Assistant Professor & Head PG Department of Defence & Strategic Studies Guru Nanak College, Chennai	
32.	Dr. R. Anand Associate Professor & Head Department of Data Analytics & Dean - Guru Nanak Centre for Skill Development (GNCS D) Guru Nanak College, Chennai	
33.	Dr.V.Devi Associate Professor & Head Department of B.Com (Computer Applications) Guru Nanak College, Chennai	
34.	Ms.K.Raviya Associate Professor & Head i/c, Department of Computer Applications Guru Nanak College, Chennai	
35.	Dr.R.Rajini Surendranath Associate Professor & Head Department of Computer Science Guru Nanak College, Chennai	
36.	Dr. Ms. Anu Radha A. Associate Assistant Professor & Head Department of BBA Guru Nanak College, Chennai	
37.	Dr.D.Sowmya Assistant Professor & Head Department of Commerce (General & Professional Accounting) Guru Nanak College, Chennai	

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
38.	Dr. P.Kavitha Associate Professor & Head Department of B.Com (Corporate Secretaryship) Guru Nanak College, Chennai	<i>P. Kavitha</i>
39.	Mr.L.Sathish Kumar Assistant Professor & Head i/c Department of Visual Communication Guru Nanak College, Chennai	<i>L. Sathish Kumar</i>
40.	Dr.Gayathri Harikumar Associate Professor & Head Department of Commerce (Accounting & Finance) Guru Nanak College, Chennai	<i>Gayathri Harikumar</i> 17/9/21
41.	Dr.R.Geetha Associate Professor & Head Department of B.Com Honours & Dean - Commerce Guru Nanak College, Chennai	<i>R. Geetha</i> 17/9/21
42.	Mrs.R.Rama Assistant Professor & Head Department of Commerce (Bank Management) Guru Nanak College, Chennai	<i>R. Rama</i> 17/9/2021
43.	Mrs.M.L.Mayalekshmi Assistant Professor & Head Department of Commerce (Marketing Management) Guru Nanak College, Chennai	<i>M. Mayalekshmi</i> 17/09/2021
44.	Mrs.R.Caroline Kalaiselvi Associate Professor & Head Department of Commerce (Information System Management) Guru Nanak College, Chennai	<i>Caroline Kalaiselvi</i> 17/9/2021
45.	Dr.J.Vanathi Assistant Professor & Head Department of Information Technology & Deputy Dean (Academics) Guru Nanak College, Chennai	<i>J. Vanathi</i> 17/9/21
46.	Dr.Bharathi Ravikrishnan Assistant Professor & Head Department of Biotechnology, Guru Nanak College, Chennai	<i>Bharathi Ravikrishnan</i> 17-9-21

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
47.	Ms.R.Senkamalam Assistant Professor & Head Department of B.A English, Guru Nanak College, Chennai	R.Senkamalam
48.	Mr.R.Ramesh Assistant Professor & Head, Department of Sanskrit Guru Nanak College, Chennai	R.R
49.	Mr.Gunjan Kumar Singh Assistant Professor & Head i/c Department of French Guru Nanak College, Chennai	
50.	Dr.C.P.Senthil Kumar Assistant Professor Department of Commerce & Member Academic Council University of Madras	
51.	Dr.A.Jeyaganesan Director of Physical Education Department of Physical Education Guru Nanak College, Chennai	
52.	Dr.T.Senthil Kumar Librarian Department of Library Guru Nanak College, Chennai	g. m. senthil kumar
Teachers Representing Different Categories (Four Members)		
53.	Dr.P.V.Kumaraguru Controller of Examinations Guru Nanak College, Chennai	
54.	Dr. S. Savithri Assistant Professor Department of English & Dean (Academics) Guru Nanak College, Chennai	S.Savithri
55.	Dr.Anitha Malisetty Associate Professor Department of BBA & Joint Controller of Examinations Guru Nanak College, Chennai	Anitha

ATTENDANCE SHEET		
SL.NO	NAME & DESIGNATION	SIGNATURE
56.	Dr.V.Srimathi Associate Professor Department of Mathematics & Deputy Dean (Academics) Guru Nanak College, Chennai	 17/9/2021
<i>Faculty Member Nominated by Principal (Member Secretary)</i>		
57.	Dr. N.C.Rajashree Vice Principal – Shift II Guru Nanak College, Chennai	 17.9.2021
<i>Special Invitees (Six Members)</i>		
58.	Mr. Manjit Singh Nayar General Secretary & Correspondent Guru Nanak College, Chennai	
59.	Dr. Marlene Morais Advisor to Management Guru Nanak College, Chennai	
60.	Dr.M.K.Shakila Dean – Management Guru Nanak College, Chennai	
61.	Dr.S.E.Noorjahan Assistant Professor Department of Chemistry & Dean – Sciences Guru Nanak College	
62.	Dr.N.Malathi Assistant Professor Department of Humanities & Dean – Humanities Guru Nanak College	
63.	Dr.T.R.A.Devakumar Special Project Officer Guru Nanak Educational Society	