

D.K.M. COLLEGE FOR WOMEN (AUTONOMOUS), VELLORE-1
MINUTES OF THE MEETING OF THE VITH GOVERNING BODY HELD ON
5.11.2016 AT 11.00AM IN THE PREMISES OF DKM COLLEGE.

Members Present:

1. Thiru. D. Maninathan, (Chairman), Secretary, D.K.M College for Women, Vellore -1.
2. Dr. T.Sivakumar, President, D.K.M. College for Women, Vellore -1.
3. Thiru.P. Thulasimaniselvam, Advocate & Member of the College Trust.
4. Dr. Vajiravelu, Member of the College Trust
5. Selvi. R. Manimekalai, Former Principal & Trust Board Member , D.K.M. College for Women, Vellore – 1
6. Dr. S. Mythili, HOD of Commerce Department
7. Dr. A. Vidhya, HOD of Microbiology Department
8. Dr. (Ms.)Amita, (UGC Nominee)Principal,
9. Regional Joint Director of Collegiate Education, Vellore Region, Vellore – 632 006.(State Government Nominee)
10. Dr. G. Thangaraj (University Nominee) Prof. & Head Department of Mathematics, Thiruvalluvar University, Serkkadu, Vellore – 632 115.
11. Dr. H. Munavarjan, (Former Member Syndicate, Thiruvalluvar University)
Assoc. Prof. of History, C.Abdul Hakeem College, Melvisharam.
12. Dr. P.N. Sudha, Ex-officio, M.Sc., M.Phil., Ph.D,
Principal, DKM College for Women, Vellore-1

The Principal as the Secretary of the Governing Body welcomed the honourable members of the Governing Body

The following resolutions were adopted and unanimously passed in the Governing Body Meeting:

Agenda 1

It was resolved to approve the minutes of governing body meeting held on 10.11.2012.

Agenda 2

The members of the august body were informed about the constitution of various committees as per the guidelines of UGC to ensure smooth functioning of autonomy during the years 2013-14 to 2016-17. The following committees were constituted for the about said purpose

Statutory committees

- a. Governing Body
- b. Academic Council
- c. Board of Studies
- d. Finance Committee

Non Statutory Committees

- a. Admission Committee
- b. Planning and Evaluation Committee
- c. Grievance Appeal Committee
- d. Examination Committee
- e. Examination Disciplinary Committee
- f. Library Committee
- g. Student's Welfare and Development Committee
- h. Extracurricular Activities Committee
- i. Academic Audit Committee
- j. Purchase Committee
- k. Committee for Alumnae
- l. Committee for News-letter

Agenda 3

The members of the august body were informed about the nomination of, new members to various boards of studies, academic council and finance committee for the years 2014-16.

Agenda 4

To make the curriculum more attractive, an innovative measure in the form of provision of optional extra credit, approved by various BOS and academic council, for internship and mini projects for UG and PG degree students was introduced from the academic year 2015-16 onwards. This was brought to the kind notice of the members of the august body.

Agenda 5

Real participation of faculty members in research activities has become mandatory as per guidelines of UGC. To accelerate this concept in

this institution, the college management is magnanimous to distribute cash awards to the staff members for their excellence in research activities from the academic year 2014-15.

The research committee of this college is in-charge of scrutinizing the proposals from the staff members. An exclusive guideline for this purpose is framed in consultation with madam Principal as the chairman of the above said committee. At the end of finalization, the selected list will be placed before the finance committee for their recommendation. The cash awards are distributed in the college day function so as to motivate the staff members not only to bring this institution at par with global standard but also to encourage the rural women students to take up research activities for their empowerment which is the vision of this institution.

Agenda 6

The members of the august body were informed about the conduct of “Value add-on Certificate courses” to both Aided and Unaided students from the year 2015-16 onwards. The following certificate courses are conducted in order to improve the required skills of the students so that, they may be highly demanded in the employable market.

Years	Courses
2015-16	Cosmetology Medical Lab Technology Accounting and Taxation – Certificate Salesmanship- Certificate E- Tourism Functional Hindi Water Analysis and Treatment Artificial Jewelry making Solid Waste Management
2016-17	Quantitative aptitude, Logical Reasoning and Interview training

Agenda 7

Successful clearance of UPSC examinations (IAS & IPS) is a dream of rural students particularly women students. To make this myth into reality, an additional center attached to the existing library was inaugurated for the exclusive coaching to UPSC examinations (IAS & IPS) from the year 2015-16 onwards. This facility is available not only to existing students and but also for our alumnae. The members of the august body were informed about this development in this institution and got high appreciation for the same.

Agenda 8

Every year a budget estimate should be prepared for the autonomous grant to be received and the actual expenditure for the same should be placed before the finance committee for approval. This procedure was followed for the years 2013-14, 2014-15 and 2015-16 and the same was brought to the kind notice of the members of the august body.

Agenda 9

It was resolved to approve the budget estimate and the actual expenses already approved by the finance committee for "Plan Block Grant" (PBG) received till date under XII Plan.

Agenda 10

It was resolved to permit the Principal to receive required temporary advance on reimbursement basis from the management as the autonomous fund for the year 2016-17 was not received by the college till date.

Agenda 11

The members of the august committee were informed about the appointment of controllers and additional controllers for the year 2013-14, 2014-15, 2015-16 and appointment of an accountant for COE office from the year 2014-15 onwards. The following members were appointed as COE and additional COE during this period

Year	Controller	Additional Controller
2013-14	Dr. S. Mythili	Dr. N. Thenmozhi
2014-15	Dr. N. Thenmozhi	Dr. M. Nagarathinam
2015-16	Dr. M. Nagarathinam	Mrs. L. Sowmya latha
2016-17	Mrs. L. Sowmya latha	Dr. K. Devi
Accountant		
2014-15 Onwards	Ms. R. Kasthuri	

Agenda 12

It was resolved to approve the appointment of Mrs. L. Sowmya latha, M.Sc., M.Phil., B.Ed., as Controller Examinations, Dr. K. Devi as Additional Controller of Examinations for the year 2016-17 and appointment of a office assistant.

Agenda 13

The strategy for fixation of fees is based on the total expenditure of the office of the COE. So it has become inevitable to revise the examination fees (both theory and practical) over and above the fees fixed by the parental university namely Thiruvalluvar University. Not only that, there is a need for revision in the fixation of remuneration to examination related work on par

with affiliating Thiruvalluvar University. This fact was brought to the kind notice of the members of the august body.

Agenda 14

The members of the august body were informed about the introduction of SMS alert system to both the staff and students from the academic year 2016-17 onwards. This unique and innovative step taken by the management in the interest of the women students was highly appreciated by the UGC nominee Dr. (Ms)Amita, Principal, Dr. G. Thangaraj (University Nominee) Prof. & Head Department of Mathematics, Thiruvalluvar University, Serkkadu, Vellore and Dr. H. Munavarjan, (Former Member Syndicate, Thiruvalluvar University) and Assoc. Prof. of History, C.Abdul Hakeem College, Melvisharam.

Agenda 15

a. Result particulars for the year 2015-16 was brought notice of the members of the august committee to highlight the academic excellence of the institution by the present controller of examinations Mrs. L. Sowmya latha. During this presentation healthy discussions had taken place between the members of the august committee.

At the end of meeting, the UGC nominee has advised the HOD of Microbiology to improve their academic performance as, there is a slight decrease in their percentage of the results during this year. They were advised to take suitable corrective measures in consultation with the management, Principal and other stakeholders so that, their academic performance may be improved in future. She also advised the Department of computer science to improve their results in non major paper "Web Designing" and Department of Management studies in major paper "Material Management".

She also suggested the faculty members of the college to seek the opinion of the students, before deciding the non major subjects to be offered for a particular year as, the academic environment is changing everyday and so also the choice of the students.

b. Principal informed the members of the august committee about the successful completion of autonomous extension visit and she had the privilege to inform that the autonomous status is extended upto year 2020.

c. Principal also informed the members of the august committee about the successful IIIrd cycle reaccreditation visit by NAAC with 2.71 Score (B Grade).

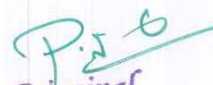
During the discussion Dr. H. Munavarjan has explained in detail about the steps taken by the beloved secretary of this college to bring enormous development in the institution. He also mentioned that he has a


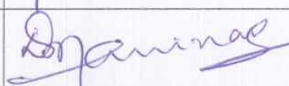

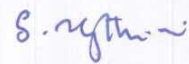

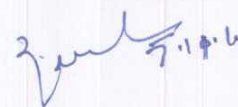

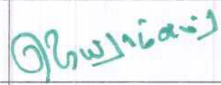


quest for knowledge and accordingly he is updating his knowledge about Higher Education and implementing the same in this great institution in the interest of the students.

Dr. G. Thangaraj, has placed his appreciation about the growth of research activities in the institution. He also made an appeal to the Principal to disseminate the importance of research activities both to the staff and students of affiliated colleges of Thiruvalluvar University.

At the end, the UGC nominee has expressed her satisfaction about the academic growth in the institution. She also advised the staff members to be more committed, so that, this great institution started by eternal founders will be brought to the global standard and the vision of this college will be achieved very soon. She has congratulated the Management, Principal, Staff (both teaching and non teaching) for their commitment and dedication which makes the academic journey of this institution a great success.

The meeting came to an end with the vote of thanks by Ms. R. Manimekalai, Former Principal and Trust board member.


Principal
D.K.M. COLLEGE FOR WOMEN
(AUTONOMOUS)
VELLORE - 632 001.

S. No.	Members of the Governing Body	Signature
1.	Dr. T. Sivakumar, President, DKM College, Vellore	
2.	Mr. D. Maninathan, Secretary, DKM College, Vellore	
3.	Mr. P. Thulasimaniselvam, B.A., B.L., Advocate, No. 12, 1 st East Main Road, Gandhi Nagar, Vellore - 6.	—
4.	Dr. Vajiravelu, M.B.B.S., No. 10, 13 th East Main Road, Gandhi Nagar, Vellore - 6.	—
5.	Selvi. R. Manimekalai, M.Sc., M.Phil., MCA, 331/B Vivekananda Street, Kangeyanallur, Vellore - 6	
6.	Dr. S. Mythili, M.Com., M.Phil., Ph.D., HOD of Commerce Department	
7.	Mrs. A. Vidhya, HOD of Microbiology Department	
8.	Dr. H. Munavarjan, M.A., M.Phil., Ph.D., (Former Member Syndicate, Thiruvalluvar University) Assoc. Prof. of History, C.Abdul Hakeem College, Melvisharam.	
9.	Dr. (Ms) Amita, Principal, House No.73, Duplex-II, Rajat Vihar, Sector - 62, Noida-201307. (Cell: 9810116728)	
10.	Regional Joint Director of Collegiate Education, Vellore Region, Vellore-632 006.	
11.	Dr.G. Thangaraj, Prof. & Head Department of Mathematics, Thiruvalluvar University, Serkkadu, Vellore - 632 115.	 05/11/2016
12.	Dr. P.N. Sudha, Ex-officio, M.Sc., M.Phil., Ph.D., Principal, DKM College for Women, Vellore-1.	 5/11/16