




# Approval Letter from the University of Madras

Phone: 25399566 Fax No. 91 – 44 – 25360749

 **UNIVERSITY OF MADRAS**  
(Established under the Act of Incorporation XXVII of 1857 –  
Madras University Act 1923) (State University)  
Centenary Building, Chepauk, Chennai – 600 005.

No. A-II/MPV/Principal Approval/Patrician/2019/ 232 Dated: 29 JUL 2019

From The Registrar,  
University of Madras.

To The Director,  
Patrician College of Arts & Science,  
Canal Bank Road, Gandhi Nagar,  
Adyar, Chennai – 600 020.

Sir / Madam,

Sub: Self-Financing Colleges – Patrician College of Arts & Science, Chennai - Grant of approval of qualification to hold the post of Principal - Regarding.

Ref: Your letters dated: 05.07.2019 & 28.06.2019

With reference to the above letters cited, I am, by direction, to inform you that the approval of qualification has been granted to Dr. Usha George to hold the post of Principal (By Direct Recruitment) at your College, **w.e.f. 27.06.2019 i.e. from the date of her joining duty**, as per the existing rules of qualification prescribed for the post.


Name	Dr. Usha George
Age and Date of Birth	58 Years & 15.03.1961
Qualifications	M.A. – English – Overall Grade 'O' – OGPA 5.72 – May 1984 – University of Madras. M.Phil. – English – First Class – September 1986 – University of Madras. Ph.D. – English – 2002 – University of Madras.
Teaching Experience	1. Assistant Professor – Chevalier T. Thomas Elizabeth College for Women, Chennai From – July '87 to May '88 = 11 months 2. Lecturer - Anna Adarsh College for Women, Chennai From – 07.07.1989 to 29.09.2008 = 19 years & 02 months 3. Joined Government service as Assistant Professor From - 07.07.2009 to 31.05.2019 = 09 y, 10 m & 24 days <b>Total teaching experience - 29 years, 11 months &amp; 24 days</b>
By Promotion or By Direct Recruitment	By Direct Recruitment
Date of Appointment Order	27.06.2019
Date of Joining	27.06.2019

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# Affiliation Letters from the University of Madras

Email: registrar@unom.ac.in

 **UNIVERSITY OF MADRAS**  
[Established under the Act of Incorporation XXVII of 1857 -  
Madras University Act 1923  
[State University]

PHONE: 25399554  
FAX : 91-44-25360749

  
சென்னை பல்கலைக்கழகம்  
சென்னை

Prof. Dr. N. MATHIVANAN, M.Sc, M.Phil, Ph.D  
Registrar-in-charge

Centenary Building,  
Chepauk, Chennai – 600 005

No.A1/PCAS/2021-2022 / 675 Date: 27 NOV 2021

**TO WHOM IT MAY CONCERN**

This is to certify that Patrician College of Arts and Science, Canal Bank Road, Gandhi Nagar, Adyar, Chennai – 600 020 is a Self-Financing Arts and Science College (Non-Autonomous) which is affiliated to University of Madras, Chepauk, Chennai- 600 005, since 2001 and for the academic year 2021-2022, the following Courses/Subjects are taught in the said college as per approval.

Sl. No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
<b>Shift - I U.G Courses - Three years</b>				
1.	<b>B.Com. Courses:</b> (General Accounting & Finance, Corporate Secretaryship)		Temporary	
2.	<b>B.B.A. Course:</b> Business Administration		Temporary	
3.	<b>B.Sc. Courses:</b> (Computer Science, Visual Communication, Mathematics, Psychology)		Temporary	
4.	<b>BCA Course:</b> Computer Application		Temporary	
5.	<b>B.A. Course:</b> (English)		Temporary	
6.	<b>B.S.W.:</b> Social Work		Temporary	
<b>P.G Courses - Two Years</b>				
7.	<b>M.Com Course:</b> General		Temporary	
8.	<b>M.A. Course:</b> English, Human Resource Management		Temporary	
9.	<b>M.S.W.:</b> Social Work		Temporary	
<b>Shift - II U.G Courses - Three years</b>				
10.	<b>B.A. Course:</b> (Journalism)		Temporary	
11.	<b>BCA Course:</b> Computer Application		Temporary	
12.	<b>B.Com. Courses:</b> (General, Corporate Secretaryship, Accounting & Finance)		Temporary	
13.	<b>B.Sc. Course:</b> (Computer Science, Electronic Media)		Temporary	
<b>P.G Courses - Two Years</b>				
14.	<b>M.Sc. Courses:</b> (Applied Psychology, Mathematics)		Temporary	
15.	<b>M.Phil (Full time):</b> (Social Work, Commerce)		Temporary	

N. Mathivanan  
Registrar-in-charge  
UNIVERSITY OF MADRAS.



# Minutes of the Academic Advisory Committee Meeting

## PATRICIAN COLLEGE OF ARTS AND SCIENCE

Minutes of the Academic Advisory Committee Meeting held on Saturday, 9<sup>th</sup> October  
2021 @ 11.00am at Board Room, PCAS

### MEMBERS PRESENT:

01. Bro.Dr.S.Arockiaraj, Director & Secretary, PCAS -Chairperson
02. Dr.Fatima Vasanth, Academic Director, PCAS - Co-Chairperson
03. Dr.Usha George, Principal, PCAS - Member Secretary
04. Dr. Arokiamary Geetha Doss, Vice Principal, Shift II, PCAS -Member
05. Dr. B Meena, Vice Principal, Shift I, PCAS -Member
06. Mrs.Anandapriya B, Coordinator, Academic Affairs, PCAS -Member
07. Mr.Daniel Felix Chalke, IQAC Coordinator, PCAS -Member
08. Dr.S.S. Sundaram, HOD, Dept of History & Member Syndicate, UNOM - Member
09. Dr.R.Shanthi, Principal, Anna Adarsh College For Women - Member
10. Dr.M.G.Ragunathan, Principal, Guru Nanak College(Autonomous) - Member
11. Dr.M. Kandaswami, Management Consultant - Member
12. Mr.Anthony Stephen, Asst. Professor and Head, Department of Social Entrepreneurship, MSSW - Member
13. Mr. Joshua Gerard, Excel Technologies and Solutions -Managing Director - Member

### APOLOGY RECEIVED:

1. Fr. Xavier Arulraj, Legal Advisor - Member
2. Dr. Marlene Morais, Academician - Member
3. Mrs. Saraswathi, Secretary General, Madras Chamber of Commerce - Member

### MINUTES OF THE MEETING:

#### Agenda 1 – Welcome and Introductory Remarks

Bro.Dr.S.Arockiaraj, Director & Secretary of Patrician College, welcomed and gave the introductory remarks.

#### Agenda 2 – Introduction of External Members

Dr.Fatima Vasanth, Academic Director introduced the external members and thanked the external members for accepting to be a part of Academic Advisory committee of the college.

**Agenda 3 – Principal's Report**

Dr. Usha George, Principal presented the academic report for the period October 2020 to September 2021. The report covered on academic, co-curricular and extracurricular activities of the college.

**Discussions /Suggestions on the agenda**

- All members congratulated and appreciated the college for its achievements especially for the performance in the Cycle 2 NAAC reaccreditation.
- Dr.S.S. Sundaram, congratulated and appreciated the college on its performance in various fronts particularly in the college scoring A+ Grade. On permanent affiliation he explained the legal issues pertaining to it and assured to look into the matter.
- Dr.M.G.Ragunathan and Dr.R. Shanthi also shared the difficulties faced by many institutions to obtain permanent affiliation. Dr.S. Sundaram shared the technical and legal aspects pertaining to it.

**Agenda 4 –Research, Innovation & Collaborations**

Dr. Arokiamary Geetha Doss, Vice Principal Shift II presented the report on Research, Innovation and collaborations. It covered details on research activities, Innovations and linkages.

**Discussions /Suggestions on the agenda**

- Dr. S. S. Sundaram suggested to organize press release and coverage periodically and shared all the initiatives/ activities conducted in the college. He also suggested to recognize the staff performance through Incentives and Merit certificates. He suggested to invite academicians and practitioners from universities abroad and widen the network and connectivity at the global level for more visibility and reach. He suggested to place the Academic Audit and Action Taken Report (ATR) at the meeting to facilitate the discussion and inputs by the members.
- Dr. Stephen Anthony suggested Profiling of each faculty to identify their area of Interest and to create strong Eco-system for innovation and entrepreneurship. He suggested that Management gives Seed money to faculty for undertaking Research and publication. He suggested the identification of external members for Research accompaniment for the faculty. Action oriented research should be conducted through extension activities
- Dr. M. G. Ragunathan suggested for membership in Professional bodies by the College and also by every faculty member.

**Agenda 5 –Student Support & Progression**

Dr.B. Meena, Vice Principal of Shift I presented the report on Student Support, Progression & Alumni support highlighting the scholarship schemes made available through government bodies and private organizations, capability enhancement programs, and placement support.

- Dr.S. Sundaram congratulated the college for the scholarship schemes made available at the institution level.



**Discussions /Suggestions on the agenda**

- Dr. Anthony Stephen suggested that policy for innovation and Entrepreneurship should be formulated. He suggested IIC & ED Cell should be integrated to increase the creation of entrepreneurs and to conduct value added courses on entrepreneurship.
- Dr. M. Kandaswami suggested to equip students with digital competency in order to address the issues concerning the digital divide. He suggested that faculty and students be equipped with the latest technology.
- Dr. R. Shanthi suggested for appointment of full time Professional Counselor and to introduce Earn while you learn services.
- Dr. S. S. Sundaram suggested to obtain feedback from employers and encourage students to undergo short term courses offered by MHRD.

**Agenda 6 –Proposal for New Academic Programmes**

Mrs. Anandapriya. B, Coordinator, Academic Affairs, presented the list of new courses proposed for the Academic year 2022-23.

**Discussions /Suggestions on the agenda**

- Dr. Anthony Stephen suggested to initiate student exchange program at Global level and short term courses on Green Enterprises. He suggested to conduct Certificate courses on Entrepreneurship skills
- Mr. Joshua Gerald suggested for Seed funding and Mentorship and volunteered support by TATIL.
- All members suggested for Field study and discussion with Subject experts to start new academic programmes such as B.Sc Microbiology and M.Sc Data Science programs
- The members suggested to start B. Com (General) Additional Section.

**Agenda 7 – Sports, Extension & Outreach Activities/ Infrastructure and Learning Resources**

Mr.Daniel Felix Chalke, IQAC Coordinator presented the report on Sports, Extension & Outreach Activities/ Infrastructure and Learning Resources.

**Discussions /Suggestions on the agenda**

- Dr.S.S. Sundaram appreciated the institution for all the achievements.
- External members appreciated the achievement of students in sports and cultural.
- Extension activities through SEEDS was appreciated.

**General Suggestions**

- Academic advisory meeting should be conducted once in every semester
- Previous meeting Minutes and ATR should be presented in every Academic advisory meeting
- The members should be kept connected to enable them to contribute to academic growth.
- The External experts wished the Institution to move forward towards autonomy.

The meeting came to an end with Vote of Thanks proposed by Mrs.Anandapriya B,Coordinator, Academic Affairs, Patrician College of Arts and Science.



# Minutes of the Governing Body Meeting

Patrician College of Arts and Science

Minutes of the Governing Body Meeting held on 30.11.2021

## Members Present

1. Bro. M.K. Francis, Superior, Patrician Community - Chairperson
2. Bro. Dr. S. Arockiaraj, Director and Secretary, PCAS - Secretary
3. Bro. Thomas Pushparaj, Principal, SMA - Member
4. Bro. Ramesh Amalanathan, Principal, St. Patrick's AIHSS - Member
5. Dr. Fatima Vasanth, Academic Director, PCAS - Member
6. Dr. Usha George, Principal - Member
7. Dr. Arokiamary Geetha Doss, VP - Shift II PCAS - Member
8. Dr. Meena B, Shift I PCAS - Member
9. Mrs. Lenora - Senior Faculty, PCAS - Member
10. Dr. Padmaja TVS, Principal, Valliammal College for Women University Representative - Member

## Apology Received

1. Fr. Xavier Arul Raj, Legal Advisor - Member

## The Agenda was Taken for discussion

1. **Prayer** - The Governing Body Meeting commenced with a prayer by Rev. Bro. Thomas Pushparaj, Principal, St. Michael's Academy - Member
2. **Welcome & Introductory Remarks** - Bro. M. K. Francis, Chairperson, Governing Body welcomed the members present and gave the Introductory Remarks
3. **Minutes of Previous Meeting & Approval** - The Minutes of the previous meeting held on 11.02.2021 and the Action Taken Report was presented by Bro. Dr. S. Arockiaraj, Director & Secretary, PCAS - Chairperson.
4. **Director & Secretary's Report** - Bro. Dr. S. Arockiaraj, Director and Secretary presented the Report for the period October 2020 to October 2021. The presentation highlighted the following:
  - Reaccreditation of college, Second Cycle by NAAC with A+ Grade, CGPA of 3.42 in Feb'2021.
  - Three new PG Programmes introduced - M.A. HRM, M.Sc. Applied Psychology & M.Sc. Mathematics
  - Suspension of 2 programmes - B.A. Journalism and B.Sc. Electronic Media
  - Recruitment of 11 faculty and Resignation of 5 faculty members
  - Salary increment / Teacher's Day Gift / PF and Insurance coverage (Rs.19,72,067)
  - Fee concession (Rs.60,000) to children of Support Staff
  - Insurance coverage (Rs. 49,245) and Fee waiver to 153 students (Rs.80,470)
  - Infrastructural Enhancement and the cost incurred



- Status of University Permanent Affiliation and 2f approval pending and the proposal for upgrading college with Autonomy status

The Director thanked all the members present and appreciated the officials and staff for their efforts.

5. **Principal's Report** : The Principal's Report was presented by Dr. Usha George. She highlighted on the :
  - Students admitted in the academic year 2021
  - University Exam pass percentage
  - Various curricular/ co-curricular / extra curricular and Extension activities.
  - Staff and students achievements
  - Students Support Services - Placement / Mentoring & Counselling / Scholarships
  - Capability Enhancement through Certificate Courses & various Cell activities
  - Library updation and Infrastructural Enhancement
  - Alumni Interface / Contribution
6. **The Minutes and Major recommendations of the Academic Advisory Committee Meeting held on Saturday, 9<sup>th</sup> October 2021** : Dr.FatimaVasanth, Academic Director presented the following major recommendations of the AAC and sought approval from the GB

- To organize press release at periodical intervals.
- Network with academicians and practitioners.
- Profiling each faculty to identify their area of Interest and to create strong Eco system for innovation and entrepreneurship.
- Membership in Professional bodies by the College and also by every faculty member.
- Create policy for innovation and Entrepreneurship.
- Equip students with digital competency in order to address the issues concerning the digital divide.
- Appointment of full time Professional Counselor.
- Obtaining feedback from employers and encouraging students to undergo short term courses offered by MHRD.
- Initiating student exchange program at Global level and short term courses on Green Enterprises.
- Seed funding and Mentorship for faculty and students

#### 7. Observations and remarks :

- Dr.Padmaja TVS, Principal, Valliammal College for Women University Representative appreciated the various activities and initiatives taken by the management and the college to provide quality education.
- Bro. Ramesh, Principal, St. Patricks AHSS appreciated the management and staff for their efforts towards the growth of the college. He suggested to hold frequent press meets to give visibility and publicity for the college. He also suggested that college should promote

Research activities through network with other organisations. He encouraged the college to develop life skills among women students through Empowerment programmes such as Secretarial Course and Typing and other related courses. He expressed his concern over Permanent affiliation status and suggested to have regular follow up. He encouraged faculty to engage in exchange programmes with premier institutors.

- Bro Thomas, Principal, St. Michaels Academy appreciated the achievements and progress made by the college in the last few years. He recommended for more MOUs with Global and National Level organisations. He encouraged the college to collaborate with foreign universities for joint academic activities such as conferences and workshop at the virtual platform. He wished the college greater success.
8. **Vote of Thanks** : Dr. Geetha Rufus, Vice Principal Shift -2 proposed the Vote of Thanks. She thanked all the members for their presence, presentations and their valuable inputs.

Bro.Dr.S. Arockiaraj

Secretary, G B

