ACADEMIC COUNCIL (1ˢᵗ Term)

2019-20

<u>Minutes of Meeting</u>

Date: 16ᵗʰ September 2019

Time: 11:00 am

<u>Members present:</u>

Dr Ashok G. Wadia - Principal

Heads of following departments:

1. CA Mr. Santosh Ghag (Accountancy)
2. Mrs. Yasmin Singaporewala (B.Com. – A &F; B&I; F.M)
3. Dr. Kruti Pandya (Co-Coordinator – Biotechnology)
4. Ms Nissey Sunil (Co-Coordinator – Biotechnology)
5. Dr Ambika N Joshi (Botany)
6. Mr Ashok N Kotangale (Business Law)
7. Dr Brijesh N Singh (Chemistry)
8. Dr Hasina Sayyed (Commerce)
9. Mrs Sarita Jaishankar (Economics)
10. Mrs June R Dias (English)
11. Dr Uddhav Zarekar (Environmental Studies)
12. Mrs Safina Rakhangi (History & Foundation Course)
13. Mr Wilson Rao (Head, IT and BVoc SD)
14. Ms Niloufer K. Kotwal (Life Sciences)
15. Dr Rakhi Sharma (Management Studies)
16. Dr. Sushil T Kulkarni (Mathematics)
17. Mrs. Petra Sequeira (Microbiology)
18. Mrs Simmin Bawa (Philosophy)

19. Mrs Dilber H. Daruwalla (Physics)
20. Dr Archana Mishra (Travel & Tourism Management)
21. Dr Ruchi D Chaturvedi

Senior teachers of the College representing different categories:

1. Mr Jimmy Wankhadia (Commerce)
2. Ms Leena Upadhye (Science)
3. Dr Shipra Biswas (Science)

Experts/Academicians representing different sections of society nominated by the Governing body:

1.Fr. (Dr.) Frazer Mascarenhas, S.J.

University Nominee
1. Prof. B.M. Bhanage

Member Secretary- One faculty member nominated by the Principal

1. Dr Sreela Dasgupta

Members absent:

1. Mrs Avryl D'Cruz (I/c – French)
2. Mr Ravindranath Tiwari (I/c- Hindi)
3. Dr S Varalakshmi (Mass Media)
4. Dr Reema Julka (Political Science)
5. Mrs Monica R Kumar (Psychology)
6. Ms N. K. Jyothi (Senior teachers of the College representing Arts)
7. Mr. Sharad Sanghi (Industrialist)
8. Dr Phiroza Parikh – Medical professional nominated by the Governing body
9. Prof Uttara Sahasrabuddhe – Professor, University Department of Political Science- University Nominee

10. Prof. Suvarna Kulkarni – Professor of Chemistry, IIT(Powai) - University Nominee

Agenda

1. Approval of Minutes of the Academic Council Meeting held on 23/2/2019
2. Approval of Syllabi of the courses for semester 1, 3, 5
3. Ordinances of Jai Hind College, Autonomous
4. Examination Rules & Practices of the Autonomous College
5. Autonomy in progress
6. Any other matter with the permission of the Chair

Minutes of the Meeting

1. Approval of Minutes of last meeting –

Proposed – Fr. (Dr.) Frazer Mascarenhas, S.J.

Passed – Dr Sushil Kulkarni

2. Approval of Syllabi of the courses for Semester 1, 3, 5

Proposed – Dr. Udhav Zarekar

Passed – Dr Ruchi Chaturvedi and Dr Safina Rakhangi

Reasons for modifications in syllabi discussed:

- Commerce – TY (with Management) – drastic changes introduced to keep in tune with MBA degree – incorporation of case studies, management games, role plays brought to undergraduate level; Outcome - Immense class engagement
- BMS – Corporate communication and Public Relations brought down to first year level; Introduction of strategies for business model for new ideas and ventures through use of Canvas in E-cell campus; Outcome – Incorporation of techniques learnt during internship at SY level

- EVS – Measurement of noise pollution with decibel meter as practical component; Outcome – Understand pollution levels and its causes
- Mathematics – Data Analytics introduced at SY level; Outcome – Introduction to statistical methods of analysis
- History – Introduction of study of Indian history from 1757 onwards; Outcome - Understand the advent of colonial rule in India
- In addition, General Studies & Contemporary Issues added in one of the papers; Outcome - Helps students from other universities who seek admission as well as helps our students in getting admission in other good universities for higher studies
- Microbiology – Introduction of study of cell-signalling; Outcome – Helps bridge gap with other biological sciences
- Chemistry – Students asked to make videos on the menace of indiscriminate use of plastics; Outcome - Creates awareness
- Foundation Course – 30-hour module of compulsory internship with NGO; Outcome - Instils social engagement
- Life Science – Innovative CA-2 – "selfies with plants"; Outcome – Learning through 'connect'
- B. Voc. (TT) – 30 hours destination training with Veena world; Outcome – Development of technical skills

Observation by Principal Dr Wadia–

- All innovative practices structured and documented
- Essential not to be complacent so as to avoid stagnation
- Share best practices with others to achieve excellence. Contemporary issues introduced as per the advice of BoS with stress on interdisciplinary approach. Aim to encourage entrepreneurship.
- However it must be remembered that all cannot be achieved in a single semester and that it is an ongoing process.

Observation by Fr Frazer –

- Syllabi to be tuned to quality of teacher and capability of student
- Syllabi to be upgraded after every 3-4 years
- Teaching methodology holds equal importance
- Evaluation is a part of syllabus evolution

Observation by Prof. Bhanage –

- Multidisciplinary approach required for science subjects
- Clarified by Jai Hind Faculty that some amount of interdisciplinary approach made feasible eg. Science students have shown interest in entrepreneurship; philosophy have explored correlation of science with religion as well as Business ethics been paired with CSR
- Appropriate bridge courses for same to be in place
- Clarified by Dr Sreela- NPTEL courses being encouraged for this

3. **Ordinances tabled and ratified**

    - Collaborative effort

    - Academic and legal opinion sought – changes suggested adopted

4. **Examination Rules & Practices**

- Examination rules and practices put in place to have error free system as much as possible
- KT rules changed; earlier students were asked to appear only in the paper where unfair means was adopted. But it was observed that students did not understand the gravity of the situation and misused the system. So the option was revisited and it has now been decided to declare the entire exam as null and void
- CoE – Conversion of CGPA into percentage was being looked at as it was required for admission into certain courses

5. **Autonomy progress –**

- Orientation organized for students and teachers at various levels to create awareness of the autonomous system
- Queries regarding placement , AAA addressed by Principal
- Dr Ruchi – HOTS applied in framing of question paper eg. If there are 10 marks, 8 is Theoretical , 2 application based at FY level which is increased further in subsequent levels; Same discussed in class with students
- Skill based AA activities
- Commerce – large number of students; hence effective technology used for continuous assessments; randomised questions given to maintain transparency

- FDP conducted last year; 2nd in pipeline – 28th November "Teachers of Today – How to use digital space effectively".

- NAAC advisor who is also UGC nominee will take workshop on how to achieve and sustain academic excellence

- Fr. Frazer - Continuous assessments are difficult as teacher is in dilemma whether to teach or evaluate. So one has to be careful to maintain balance and at the same time maintain the quality of assessment. For slow learner, appropriate mechanism to be in place. CA can have seminar, tests, workshops depending on the subject and/or choice of teacher. It is better to have continuous process of assessment – multiple tests after every 3-4 lecture and then take the average. After every lecture, students to give feedback, if desired, without revealing identity (option to be available with student) and this can be carried out through MIS apart from the regular TAQ conducted at the very end

- Foundation Course : Ms June – In science, projects involving learning grammar given to build language skills

- IT – conducts bridge courses for vernacular medium students – get better opportunity for jobs

- Dr Wadia – uniform dissemination of knowledge to all is very important – can be done through conducting seminars

- Students who have gone abroad for further studies can share their experiences – done on regular basis by Psychology

- Fr Frazer cautioned about having rationale for having 2 CA as UGC mandated 3 IA. May be one can be a sit-down assessment. One reason that can be given is that a lot of time is required for IA and 2 are enough to maintain quality standards

- Prof Bhanage – For attendance, if biometric system is adopted for students a foolproof system is required so that action can be taken on students for irregularity

- Organisational structure of college explained: Academic Heads - BoS meeting protocol, minute according to requirements; VP – administration and student interaction; Registrar – official matters; Steering Committee – members to work towards excellence

- 2 new collaborations with different institutes – MoU with Business Risk Management, London and MoU with Wadhwani Foundation on Entrepreneurship

- Student exchange programs encouraged and looked into as students benefit from credit transfer

- Research component introduced from Semester IV across all courses as a project component which differs from subject to subject; Entrepreneurship cell – understanding of the concept of start-ups through case study and e-summit – open across courses; Economics – topic wise design on survey; History – Paper IX Management – Primary research project; Microbiology –Project of 20 Marks on Food Production and Processing; MSc in Chemistry – Research in various branches in final Semester; Biotechnology - Safety aspects in laboratory; MCom – Research methodology in last Semester
- X-plore – Science exhibition – students across all streams encouraged to participate
- Fr Frazer – Research should be a process of evolution across all semesters; if students have research bent of mind they should take it up in CA 2
- Academic and administrative audit will be conducted in November-December 2019

Recommendations

1. Sustainability of autonomy
2. Contribution to environment – progression step by step
3. AAA to bridge gap between disciplines and between academia and industry
4. Analyses of question papers
5. Analyses of results
6. Monitoring of autonomy process
7. Comparative analyses with previous years
8. Feedback on evaluation pattern to be taken
9. To start Bioinformatics course – requirement of the day

Contribution of Dr Vivien Amonkar appreciated and put on record

In conclusion, Principal Dr Wadia said that the teachers' primary duty is to motivate learning. The onus is therefore both on the student and the teacher to reap the benefit of autonomy.

ACADEMIC COUNCIL (2nd Term)

2019-20

The meeting of the Academic Council in the 2nd half of the Academic session 2019- 2020 scheduled in April 2020 was cancelled due the advent of pandemic whereby a nation-wide lockdown was announce from 24th March 2020.