

ACADEMIC COUNCIL (1st Term)

2018-19

Minutes of Meeting

Date: 7th September 2018

Members present:

1. Chairman - Dr Ashok G Wadia, Principal

2. Heads of Departments of College
 - a. Mr Santosh G Ghag – Accountancy & Financial Management
 - b. Ms Yasmin Singaporewala – BCom (A&F), (B&I), (F&M)
 - c. Dr Kruti Pandya – Coordinator, Biotechnology
 - d. Dr Nissey Sunil - Coordinator, Biotechnology
 - e. Dr. Ambika Joshi – Botany
 - f. Mr Ashok N Kotangale – Business Law
 - g. Dr Brijesh Singh – Chemistry
 - h. Dr Hasina Sayed – Commerce
 - i. Ms Sarita Jaishankar – Economics
 - j. Ms June R Dias – English
 - k. Dr Udhav B Zarekar – EVS
 - l. Mrs Avryl D’Cruz - I/c – French
 - m. Mr Ravindranath Tiwari – I/c Hindi
 - n. Ms Safina Rakhangi – History & Foundation Course
 - o. Ms Niloufer K Kotwal –Life Sciences
 - p. Dr Rakhi Sharma – Management Studies
 - q. Dr Varalakshmi – Mass Media
 - r. Dr Sushil T Kulkarni – Mathematics
 - s. Dr Madhura Ghayal – Microbiology
 - t. Ms Simmin Bawa –Philosophy

- u. Ms Dilber H Daruwalla – Physics
 - v. Dr Reema Julka – Political Science
 - w. Ms Monica Kumar –Psychology
 - x. Dr Archana Mishra – Travel & Tourism Management
3. Four Senior Teachers of the College representing different categorie:
- a. Ms Petra Sequeira - Science
 - b. Ms N K Jyothi – Arts
 - c. Mr Jimmy Wankhadia – Commerce
4. Experts/Academicians nominated by the Governing body
- a. Mr Sharad Sanghi – Industrialist
5. Nominees of the University
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6. Member Secretary nominated by Principal
- Dr Sreela Dasgupta

Members absent:

- 1. Mr Wilson Rao – HOD, Information Technology & Software Development
- 2. Ms Leena Upadhye – Senior Teacher of the College
- 3. Fr. (Dr.) Frazer Mascarenhas, S.J. – Educationist
- 4. Dr Phiroza Parikh – Medical professional
- 5. Prof B. M. Bhanage – University Nominee, ICT, Department of Chemistry
- 6. Prof Uttara Sahasrabuddhe – University Nominee, University Department of Political Science
- 7. Prof. Suvarna Kulkarni – University Nominee, IIT(Powai), Department of Chemistry

Agenda:

- 1. Approval of systems under Autonomy
- 2. Quality Mechanisms under autonomy
- 3. Any other matter with the permission of the Chair

Minutes of the meeting

The meeting was chaired by the Head of the Institution, Principal Dr Ashok G Wadia.

The functions of the Academic Council were highlighted:

- Protocol to be followed for approval of all systems and quality measures undertaken under autonomy
- Matters approved by Academic Council to be tabled before the Governing Council
- Inputs and suggestions of Academic Council invited be duly incorporated

1. Approval of systems under autonomy:

Basis for adoption of autonomy:

- Suggestion by last NAAC peer team
- Advised by RUSA
- To give fruit to innovative ideas of faculty as improvisations not possible under the constraints of UoM guidelines
- To raise the bar of excellence

Key areas to be focused upon:

- Progress in research culture
- Development of soft skills
- Increase in employability

Prime Objective under autonomy:

To narrow the gap between academia and industry

Progress so far:

- Approval for autonomy from MHRD, Government of Maharashtra, University of Mumbai
- 28 BoS formed of individual subjects; meetings of BoS conducted and syllabus approved
- Academic Calendar in place

- Various guidelines/norms under autonomy including Examination Rules formed with consensus of Steering Committee

Measures undertaken for achieving excellence:

1. Semester & Credit system:-

Objectives:

- To provide a level -playing platform for all students
- To facilitate migration of students across colleges/universities

The Semester and Credit system was explained along with the number of hours required to earn 1 credit.

2. Syllabi:-

BoS meetings of individual subjects conducted wherein all syllabi designed were approved.

Syllabi along with AAA approved by Academic Council under these three faculties.

Syllabi	Proposed by	Seconded by
Arts	Ms. N. K. Jyothi	Dr. Varalakshmi
Science	Dr. B. K. N. Singh	Ms. Petra Sequeira
Commerce	Dr. Hasina Sayyed	Dr. Rakhi Sharma

3. Examination rules and Evaluation pattern:-

Evaluation pattern to be a system of continuous assessment for better learning.

Examination Rules and guidelines (Semester pattern, Grading system, Examination pattern, AAA, AA, Internship) were **placed and proposed before the house by the COE, Dr Sushil Kulkarni and seconded Dr Uddhav Zarekar.**

A ratio of 60:40 of SEE:CA will be followed.

CA-1 of 20 marks will be a Test to assess quality of classroom teaching.

CA-2 of 20 marks will test other co-curricular skills of the learner..

BSc (IT) & BVoc will have a different pattern of evaluation guidelines as their requirements are different.

AAA Rules:

These are mandatory credits (02 credits) to be accumulated over a period of 3 years through AAA co-curricular activities of 60 hours which will enhance the skills and knowledge of students.

AA Rules: These are non-mandatory credits (02 credits) to be accumulated over a period of 3 years through AA extra-curricular activities (CSR, Cultural, sports, NSS, Extension) of 60 hours.

Internship Rules: Non-mandatory credits. Rules similar to AA. Internships have to be done during vacation or beyond college lecture/practical hours to ensure attendance in regular lectures.

Format of Grade card: Has been sent to UoM for approval since it will bear the logo of the University and the institution.

Format of Semester and Credit system –

- 06 Semesters
- One core credit = 30 learning hours
- Total Mandatory credits = 150
- Mandatory Credits under AAA = 02
- Non-mandatory Credits = 02 credits under AA + 02 credits under Internships

2. Quality Mechanisms under autonomy:

All rules & regulation pertaining to the process of admission, evaluation and examinations system, grading system and credits will be displayed on the college website for complete visibility to students.

Rubrics developed for assessment of CA-2 are disclosed to the students for their awareness. This will help in mentoring.

Semester end question paper pattern to follow the HOTS pattern of Bloom's taxonomy to promote and ignite query and to provide an inclusive education so as to accommodate different learning patterns and different learning skills.

AAA credits will give advantage to students for pursuing higher studies abroad and a student has the choice to select across faculty.

AA will help develop interpersonal skills, camaraderie, interactions and to bring forth the latent qualities of students.

Internships will help to expose students to industry and go beyond the syllabus.

3. Any other matter with the permission of the Chair

The forum was thrown open to all AC members for discussion with respect to Add-on and Certificate courses, global ranking, building brand value amongst others.

ACADEMIC COUNCIL (2nd term)

2018-19

Minutes of Meeting

Date: Saturday, 23rd February, 2019

Members present:

1. Chairman - Dr Ashok G Wadia, Principal
2. Heads of Departments of College

Mr Santosh G Ghag – Accountancy

Ms Yasmin Singaporewala – BCom (A&F), (B&I), (F&M)

Dr Kruti Pandya – Coordinator, Biotechnology

Dr. Ambika Joshi – Botany

Mr Ashok N Kotangale – Business Law

Dr Brijesh Singh – Chemistry

Dr Hasina Sayed – Commerce

Ms Sarita Jaishankar – Economics

Ms June R Dias – English

Dr Udhav B Zarekar – EVS

Mr Ravindranath Tiwari – I/c Hindi

Ms Safina Rakhanghi – History & Foundation Course

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Ms Niloufer K Kotwal –Life Sciences

Dr Rakhi Sharma – Management Studies

Dr Varalakshmi – Mass Media

Dr Sushil T Kulkarni – Mathematics

Ms Petra Sequeira – Microbiology

Ms Simmin Bawa –Philosophy

Ms Dilber H Daruwalla – Physics

Dr Reema Julka – Political Science

Ms Monica Kumar –Psychology

Dr Archana Mishra – Travel & Tourism Management

3. Four Senior Teachers of the College representing different categories

- a. Ms N K Jyothi – Arts
- b. Mr Jimmy Wankhadia – Commerce
- c. Ms Leena Upadhye – Mathematics

4. Experts/Academicians nominated by the Governing body

- a. Mr Sharad Sanghi – Industrialist
- b. Fr. Dr Frazer Mascarenhas, SJ – Educationist

5. Nominees of the University

Prof Uttara Sahasrabudhe – University Department of Political Scienc

Member Secretary nominated by Principal

Dr Sreela Dasgupta

Members absent:

Ms Nissey Sunil – Coordinator, Biotechnology

Ms. Avryl D’Cruz – I/c French

Dr Shipra Biswas – Science

Dr Phiroza Parikh – Medicine

Prof. B.M. Bhanage – Professor, ICT (Chemistry)

Prof Suvarna Kulkarni – Professor – IIT (Chemistry)

Agenda:

1. Approval of Minutes of the previous meeting
2. Approval of Syllabi of Semester II, IV and VI
3. Review of Autonomy System in the previous Semester
4. Academic and Administrative Audit
5. Any other matter with the permission of the Chair

Minutes

1. Approval of Minutes of the previous meeting

Highlights of the minutes of the last Academic Council were touched upon in brief.

Approval of Minutes of previous meeting

Proposed	Approved
Dr BKN Singh	Mr Sharad Sanghi

2. Approval of Syllabi of Semester II, IV and VI

Proposed	Approved
Mr Sharad Sanghi	Prof Uttara Sahasrabudhe

3. Review of Autonomy System in the previous Semester

- The framework of the foundation of Autonomy maintained the same as in the University except that there is an additional provision to earn credits through engagement in AAA activities. 25 such courses were conducted under AAA such as International Relations-IR and International Cultural Heritage- ICH, Life-Skill Courses, development of Entrepreneurship skills. Interdisciplinary courses were also encouraged.

-The Examination pattern of Semester end exams and CA reflected the introduction of HOTS or Higher Order thinking Skills.

-In an autonomous system, it is very important to take into account the view point of the major stakeholder-the student. This was encouraged through constant discussions with them which helped understand their need for specific topics.

-New teaching-learning pedagogy was adopted by teachers.

-A few from amongst the faculty shared their experiences such as a practical approach in learning through introduction of management games, use of case studies, peer mentoring, writing of research papers, organization of Science Exhibitions etc..

-Attendance was made available to parents which led to increased attendance in class.

- A culture to initiate improvement in mental health was promoted through guest lectures by eminent psychiatrists and clarified through role play.
- Swayam, an MHRD initiative, was promoted to enable students to participate in NET/SET/JAM and other competitive examinations.

The challenges faced in the first year of autonomy were then highlighted:

- Students had not fully grasped the concept of HOTS. A faculty meeting had been called to analyse and find an appropriate solution. It was felt that a reorientation of students was required once again to highlight what is expected of them under autonomy.
- The queries of students were addressed through meetings organised by the Student Council and at Parent-Teachers' Meet.

4. Academic and Administrative Audit

The Academic And Administrative Audit which used to be done earlier, will have to be revived once again to bring in improvement in the process.

5. Any other matter with the permission of the Chair

The Principal invited suggestions from the eminent academicians/experts present to give their valuable opinions as to how to take the Autonomy further. It was emphasised that as long as the correct elements were present, it was a matter of time when results would manifest. The need of the hour was an interdisciplinary approach with development of entrepreneurship skills which were key components as seen in the global market.
