

**Parvatibai Chowgule College of Arts & Science
(Autonomous)
Margao - Goa**

**MINUTES OF MEETING OF THE BOARD OF STUDIES IN MULTIMEDIA - DIGITAL
FILMMAKING / 3D MEDIA & VIRTUAL REALITY - VFX**

HELD ON 20TH APRIL, 2019 AT 10.30A.M.

Vide Chowgule College notice (F.133 C/43 dated 5th April, 2019) a meeting of this BOS was convened on 20th April, 2019 at 10.30 am at the Conference Room, Parvatibai Chowgule College of Arts & Science, Margao - Goa. Since the number of members present represented the Quorum, the BOS began its proceedings.

Members present:

- | | |
|--------------------------|------------|
| 1. Ms. Suchitra Bhat | - Chairman |
| 2. Mr. Manoj Pandey | - Member |
| 3. Mr. D. Prabhakaran | - Member |
| 4. Mr. Abhishek Gudekar | - Member |
| 5. Mr. Shubhajit Datta | - Member |
| 6. Mr. Felizardo D'Souza | - Member |

Members absent with intimation:

- | | |
|----------------------------|----------|
| 1. Mr. Anand Masur | - Member |
| 2. Mr. Ramrao Wagh | - Member |
| 3. Ms. Vailarose Fernandes | - Member |
| 4. Mr. Andrew Barreto | - Member |
| 5. Mr. Rajeev Shinde | - Member |
| 6. Mr. Joseph D'Souza | - Member |

Proceedings

The Chairman welcomed the members of the Board of Studies (BOS). The Chairman introduced and explained the agenda for the meeting and Board transacted the following business:

Agenda Items:

1. Approving the syllabi of semester III & IV of B.Voc. (Multimedia – Digital Filmmaking) and B.Voc. (3D Media & Virtual Reality – VFX) for the academic year 2019-20.
2. Review of structure of B.Voc. (Multimedia – Digital Filmmaking) & B.Voc. (3D Media & Virtual Reality – VFX).
3. Review of syllabi for F.Y.B.Voc. (Multimedia – Digital Filmmaking) and B.Voc. (3D Media & Virtual Reality – VFX).
4. Approval of Program Specific Outcomes and Course Outcomes.
5. Recommend Methodologies for innovative teaching and evaluation techniques.
6. Any Other Business (A.O.B.)

PART A: Resolutions:

1. The Board of studies approved the syllabi of courses for semester III & IV of B.Voc. (Multimedia – Digital Filmmaking) & B.Voc. (3D Media & Virtual Reality-VFX) for the academic year 2019-20.

The detailed course syllabus has been presented in Annexure – I.

2. A revised course structure for Semester I to VI of the General Education Component and Skill Component Courses for Undergraduate Degree Programme offered for B.Voc. in Multimedia – Digital Filmmaking and B.Voc. in 3D Media & Virtual Reality – VFX under Autonomy was presented and discussed.

The BoS suggested and approved the following changes from last academic year:

- i. VFX-G4/MDF-G4 has been changed from Language Paper – II to Academic Writing.
- ii. VFX-SK3/MDF-SK3 has been changed from Vector Graphics – Illustrator to Raster Graphics.
- iii. VFX-SK4/MDF-SK4 has been changed from Creative Design & 2D Animation to Vector Graphics.
- iv. VFX-G8/MDF-G8 has been changed from Art Appreciation – I to Art Appreciation.
- v. VFX-SK8 has been changed from Video Editing to Colour Grading.
- vi. VFX-SK9 has been changed from Colour Grading to Video Editing.
- vii. VFX-G10/MDF-G10 has been changed from Fundamentals of Sociology to Cyber Security.

- viii. VFX-G12/MDF-G12 has been changed from Art Appreciation - II to Film Appreciation.
- ix. VFX-G13/MDF-G13 has been changed from Cyber Security to Print Advertising
- x. VFX-G14/MDF-G14 has been changed from Hindi Street Play to Personality Enhancement.
- xi. VFX-SK13 has been changed from Visual Effects in Foundry Nuke to Advanced Visual Effects.
- xii. MDF-SK14 has been changed from Advanced Video Production to Production & Distribution.
- xiii. MDF-SK17 has been changed from Production & Distribution to Advanced Video Production.
- xiv. VFX-G15/MDF-G15 has been changed from Organizational Behaviors to Mathematics for competitive exams.
- xv. VFX-G18/MDF-G18 has been changed from E-Learning to E-Commerce.
- xvi. VFX-G19/MDF-G19 has been changed from Human Values & Professional Ethics to Human Computer Interaction.

A detailed course structure for B.Voc. (MDF) and B.Voc. (VFX) has been presented in Annexure - II.

3. A revised course syllabus for Semester I and II of the Skill Component Courses for Undergraduate Degree Programme offered for B.Voc. in Multimedia - Digital Filmmaking and B.Voc. in 3D Media & Virtual Reality - VFX under Autonomy was presented and discussed.

The changes have been presented in Annexure - IIIa.

The revised course syllabus has been presented in Annexure - IIIb.

4. Approval of Program Specific Outcomes and Course Outcomes. The members suggested that Learning Outcomes to follow specific keywords as per Bloom's Taxonomy.

The Program Specific Outcomes and Course Outcomes along with changes have been presented in Annexure - IV.

5. The Members discussed the evaluation methods. It was decided that B.Voc. MDF & VFX will follow AO-6.8.2. (Pattern of Assessment for courses employing Continuous Assessment only) for skill component. The members also discussed following the IQAC guidelines prescribed by the college.

PART B: Resolutions/Recommendations of BoS that require consideration/approval of Academic Council:

Suggestions and Recommendations made by the BOS Members:

1. Members suggested changes in the presentation of the course syllabus for year I and II, and suggested that updated versions of textbooks and reference books be added across courses.
2. Members discussed modes of assessments for skill-based components. Members suggested that the assessment to be done via continuous assessment as per guidelines of IQAC of the college
3. Members also suggested that students should be involved in live projects as part of the continuous assessment.
4. Members suggested that equipment and facilities for practical classes has to be updated to accommodate the new batch for the coming academic year.
5. The members of the BOS, unanimously accepted the above-mentioned change.

The foregoing minutes of the meeting were read out by the Chairman at the meeting itself and they were unanimously approved by all the members present.

The meeting ended at 1.00pm with a vote of thanks to the chair.

The following Members of the BOS in French were present for the meeting:

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|--------------------------|------------|
| 1. Ms. Suchitra Bhat | - Chairman |
| 2. Mr. Manoj Pandey | - Member |
| 3. Mr. D. Prabhakaran | - Member |
| 4. Mr. Abhishek Gudekar | - Member |
| 5. Mr. Shubhajit Datta | - Member |
| 6. Mr. Felizardo D'Souza | - Member |

Members absent with intimation:

- | | |
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| 1. Mr. Anand Masur | - Member |
| 2. Mr. Ramrao Wagh | - Member |
| 3. Ms. Vailarose Fernandes | - Member |
| 4. Mr. Andrew Barreto | - Member |
| 5. Mr. Rajeev Shinde | - Member |
| 6. Mr. Joseph D'Souza | - Member |

Mr. Manoj Pandey
Member Secretary
Board of Studies

Mrs. Suchitra Bhat
Chairman
Board of Studies

Date:

PART C: The remarks of the Dean of the Faculty:-

- a. The minutes are in order
- b. The minutes may be placed before the Academic Council with remark, if any.
- c. Important points of the minutes which need clear policy decision of the Academic council to be recorded.

Date:

Signature of the Dean:
(Faculty of Physical Sciences)

Dr. Sameena Fernandes e Falleiro