

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

MINUTES OF THE MEETING OF THE BOARD OF STUDIES IN CHEMISTRY

held on 2nd April 2016 at 10:30 A. M.

Vide Chowgule College Notice (F.133(C)/1175 dated 12th March 2016) a meeting of this BoS was convened on 2nd April at 10.30 A. M. in the Conference Hall, Parvatibai Chowgule College of Arts and Science, (Autonomous) Margao - Goa. Since the members present represented the Quorum, the BoS began its proceedings.

Minutes are presented in the format.

Members present:

- | | |
|-----------------------------|----------------------------|
| 1. Dr. G. K. Naik | -Chairman |
| 2. Dr. J. B. Fernandes | - Vice-Chancellor Nominee |
| 3. Dr. J. S. Budkuley | - Academic Council Nominee |
| 4. Shri N. G. Rivonkar | - Member |
| 5. Dr. Sachin B. Kakodkar | - Member |
| 6. Dr. Roopa S. Belurkar | - Member |
| 7. Mrs. Manjita R. Porob | - Member |
| 8. Mrs. Padmini C. Panjekar | - Member |
| 9. Dr. Lactina R Gonsalves | - Member Secretary |
| 10. Dr. Rohan K. Kunkalekar | - Member |
| 11. Shri Sandesh T. Bugde | - Member |

Members absent with Intimation:

1. Dr. Shirishbai Patel
2. Dr. A. K. Srivastava
3. Dr. J. Seetaramappa

Proceedings:

At the outset, the Chairmen welcomed the BoS members for the 3rd BoS Meeting. He read the agenda and presented the draft syllabus for PG Diploma in Analytical Instrumentation for approval. The business was transacted as per the agenda.

Agenda items:

1. To approve the syllabi of Post Graduate Diploma in Analytical Instrumentation.
2. A.O.B.

Part A: Discussion of agenda.

Agendum 1

Discussion on the syllabi of Post Graduate Diploma in Analytical Instrumentation.

1. The following syllabi of the Post Graduate Diploma course were presented and discussed at the meeting. The BoS suggested certain changes in the Theory and Laboratory courses which were accepted and implemented.

Sr. No.	COURSES	CREDITS
SEMESTER I		
1	DCHAT-01 BASIC ANALYTICAL CHEMISTRY	4
2	DCHAT-02 SEPARATION METHODS	4
3	DCHAT-03 FUNDAMENTALS OF MEDICINAL CHEMISTRY	4
4	DCHAT-04 CALIBRATION, VALIDATION, QUALITY CONTROL AND QUALITY ASSURANCE	4
5	DCHAP-01 LABORATORY ANALYTICAL CHEMISTRY	2
6	DCHAP-02 LABORATORY SEPARATION METHODS	2
SEMESTER II		
7	DCHAT-05 ANALYTICAL CHEMISTRY: FORMULATIONS AND ANALYSIS	4
8	DCHAT-06 SPECTROSCOPIC METHODS	4
9	DCHAT-07 BIOANALYTICAL AND FORENSIC SCIENCE	4
10	DCHAT-08 ELECTRO ANALYTICAL AND OTHER METHODS	4
11	DCHAP-03 LABORATORY SPECTROSCOPIC METHODS	2
12	DCHAP-04 LABORATORY ELECTRO ANALYTICAL AND OTHER METHODS	2

2. The BoS suggested that there should be no repetition of the syllabus taught at T.Y.B. Sc. (Analytical Chemistry) in the syllabus for PGDAI. The BoS requested to minimize the repetition up to 20%
3. The Chairman informed the BoS that, two of the members Dr. A. K. Srivastava and Dr. J. Seetaramappa being unable to attend the meeting have sent their feed back through e-Mail.
4. The BoS member inquired with the Chairman about the status of the issue raised during the last BoS meeting regarding the purview of BoS for approving PG courses.
5. The Chairmen informed the BoS members that, the approval of syllabus for UG and PG courses falls under the purview of the BoS. Dr. Budkuley agreed with the Chairman and informed the members that, in an Autonomous Institution, all faculty members are ex-officio members of the BoS and the BoS is common for UG and PG level.
6. The BoS member raised a few questions about the drafted syllabi for PGDAI. The member wanted to know who has drafted the syllabus of PGDAI and who will be teaching the said course.
7. The BoS felt that the faculty who will be teaching the PGDAI course should have been present and the PG Faculty teaching M. Sc. (Analytical Chemistry) should be included in the BoS.

8. The BoS recommended a sub committee to look into the syllabus of PGDAI course and the subcommittee should contain the members expert in the field of Analytical Chemistry in the absence of which, other experts can also be co-opted.
9. The BoS observed that, there is no permanent full-time Faculty to teach at the PG level. In view of this, the BoS strongly advised that, at least 3 full time faculties should be appointed prior to the commencement of the PGDAI programme. The BoS pointed out that it is not correct to run a course without permanent faculty since proper justice will not be done in teaching the courses.
10. In answer to a question raised by one of the members regarding non-availability of Dr. A. K. Srivastava who is an expert in Analytical Chemistry and whose suggestions would have been much valued at this time, the Chairman informed the members that Dr. A. K. Srivastava has done the necessary corrections and has sent the feedback via e-mail. The suggestions sent by Dr. A. K. Srivastava and Dr. J. Seetaramappa via email has been discussed and approved by the BoS.
11. The BoS also raised a question about the syllabus of M. Sc. (Analytical Chemistry) which is running since last three years, in which case, the syllabus of M.Sc. has not been approved by the BoS and for which the BoS has not been invited to approve the M. Sc. syllabus.
12. The members strongly felt that the BoS has to pass a resolution to approve the Goa University syllabus which has to be implemented for M. Sc. (Analytical Chemistry) programme.
13. It was brought to the notice of the BoS that the previous batches of M. Sc. students did not come under Autonomy and the M. Sc. syllabus was Goa University approved but from this academic year, it will be brought under Autonomy.
14. The BoS approved the syllabus for PGDAI, subject to the availability of expertise of faculty to teach the courses and also upon incorporation of the various corrections suggested by the BoS members and subject expert.
15. The BoS recommended re-looking into the laboratory courses and to make a provision for sending the students for internship where they can do some practicals as field work. The internships should preferably be between the two semesters (October-November)
16. The BoS pointed out that the format used to cite the references is not uniform and suggested using one standard and approved format throughout and to include a separate list of text books and reference books/additional reading in the syllabus.
17. The BoS members requested the Chairman to send a hard copy of the documents related to the agenda in future.
18. The BoS also suggested to make a provision for students to be directly admitted for M. Sc. Part II (Analytical Chemistry) based on the merit and performance in PGDAI.

Agendum 2

Under A.O. B. the following points were discussed.

- a) Faculty for PGDAI courses: The BoS strongly recommends 3 fulltime Faculties at PG level which is a must before starting the PGDAI programme
- b) The BoS member suggested conducting an Orientation Programme for the Faculty teaching PGDAI course.

- c) The BoS recommends conducting a workshop to all the teachers for proper use of English language while setting the question paper.

Part B: Resolutions/Recommendations that require consideration/approval of the Academic Council.

1. The syllabus of PGDAI programme.

Sr. No.	COURSES	CREDITS
SEMESTER I		
1	DCHAT-01 BASIC ANALYTICAL CHEMISTRY	4
2	DCHAT-02 SEPARATION METHODS	4
3	DCHAT-03 QUALITY IN ANALYTICAL CHEMISTRY	4
4	DCHAT-04 FUNDAMENTALS OF MEDICINAL CHEMISTRY	3
5	DCHAP-01 LABORATORY ANALYTICAL CHEMISTRY	2
6	DCHAP-02 LABORATORY SEPARATION METHODS	2
7	DCHAI-01 INTERNSHIP	1
SEMESTER II		
8	DCHAT-05 ANALYTICAL CHEMISTRY: FORMULATIONS AND ANALYSIS	4
9	DCHAT-06 SPECTROSCOPIC METHODS	4
10	DCHAT-07 ELECTRO ANALYTICAL AND OTHER METHODS	4
11	DCHAT-08 BIOANALYTICAL AND FORENSIC SCIENCE	3
12	DCHAP-03 LABORATORY SPECTROSCOPIC METHODS	2
13	DCHAP-04 LABORATORY ELECTRO ANALYTICAL AND OTHER METHODS	2
14	DCHAI-02 INTERNSHIP	1

2. The BoS approved the syllabus for PGDAI, subject to the availability of expertise of faculty to teach the courses and also upon incorporation of the various corrections suggested by the BoS members and subject expert.
3. The BoS resolved to re-structure the laboratory courses and make a provision for the students to send them for Internship where they can do some practicals as field work. The Internships may be preferably between the two semesters (October-November)
4. The BoS also recommended passing a resolution to approve the Goa University syllabus which has to be implemented for M. Sc. (Analytical Chemistry) programme and/or the M. Sc. syllabus under Autonomy.

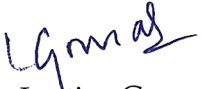
The Chairman thanked the members of the Board of Studies in Chemistry for their valuable contribution and active participation.


The meeting ended at 4:00 p.m. with a vote of thanks to the chair.

The following members of the Board of Studies in Chemistry were present for the meeting.

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|-----------------------------|-------------------|
| 1. Dr. G. K. Naik | - Chairman |
| 2. Dr. J. B. Fernandes | -Member |
| 3. Dr. J. S. Budkuley | -Member |
| 4. Shri. N. G. Rivonkar | -Member |
| 5. Dr. Sachin B. Kakodkar | - Member |
| 6. Dr. Roopa S. Belurkar | -Member |
| 7. Mrs. Manjita R. Porob | - Member |
| 8. Mrs. Padmini C. Panjekar | - Member |
| 9. Dr. Lactina R. Gonsalves | -Member Secretary |
| 10. Dr. Rohan K. Kunkalekar | -Member |
| 11. Shri. Sandesh T. Bugde | -Member |
| 12. Miss. Arti K. Naik | -Member |

Dr. Shirishbhai Patel, Dr. A. K. Srivastava and Dr. J. Seetharamappa , conveyed their inability to attend the meeting.


Dr. Lactina Gonsalves
Member Secretary
Board of Studies


Dr. G. K. Naik
Chairman
Board of Studies

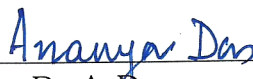
Date: 06/04/2016

PART C: The remarks of the Dean of the Faculty

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

Date: 7th April 2016

Signature of the Dean:
(Faculty of Sciences)


Dr. A. Das