

**MINUTES OF THE 21<sup>st</sup> MEETING OF THE GOVERNING BODY OF  
CES's PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)**

**Date : 28<sup>th</sup> November, 2023.**

**Time : 10.30 a.m.**

**Venue: Conference room.**

**Mode : Online**

**Members present:**

<b>Name</b>	<b>Category</b>
1. Smt. Padma Chowgule	Chairman
2. Shri Aditya Chowgule	Management Representative
3. Shri Arjun Chowgule	Management Representative
4. Cdr. Parijat Sinha (rtd)	Management Representative
5. Dr. Ramesh V. Gaonkar	Management Representative
6. Dr. Renji George Amballoor	State Government nominee
7. Prof. Rajendra Gad	Goa University Nominee
8. Dr. G. K. Naik	Teacher Representative nominated by the Principal
9. Dr. Sachin Moraes	Teacher Representative nominated by the Principal
10. Prof. (Dr.) Sangeeta G. Sankhalkar	Member Secretary, Principal of the college

**Members absent with intimation :**

<b>Name</b>	<b>Category</b>
1. Dr. (Ms.) Sucharita Kumari	UGC Nominee
2. Dr. Rajan Saxena	Educationist nominated by the Management

The Governing Body meeting was delayed by 10 minutes and started at 10:40 am due to some technical issues.

The Chairman welcomed all the members of the Governing Body and thanked them for attending the meeting. She congratulated the college team for their big achievement of signing up an MOU with BITS Pilani. She also expressed pleasure over students' performance in the National Games.

The Member Secretary, with the permission of the Chairman, then carried out the proceedings of the meeting.

The members were informed that the meeting was being recorded for the purpose of preparation of minutes.

Following agenda was taken up for discussion.





1. To approve :
  - a. Minutes of the 20th meeting of the Governing Body held on 24<sup>th</sup> May 2023.
  - b. Proposed Syllabi of Semester III and IV of the Undergraduate and Part II of Postgraduate Degree Programmes and the revised syllabi of the existing courses, as approved by Academic Council.
  - c. The course structure and syllabi of Semester I and II of two new proposed programmes, as approved by Academic Council:
    - i) B.Sc. Environment Science and Impact Assessment.
    - ii) M.Sc. Life Science.
  - d. Maximum of 20% of total programme credits obtained from ODL/ any other online courses approved by the college.
  - e. Autonomy Ordinance AO-20.8 relating to NCC/NSS/Sports entitlement marks.
  - f. Special Ordinance SO-1 – One-time Special Examination for the students in view of Covid pandemic.
  - g. Audited Statement of Accounts as per UGC pattern of Assistance for Autonomous Colleges, for the financial year 2022-23, approved by Finance Committee.
2. To present Annual Quality Assurance Report AQAR 2022-23.
3. Any Other Business (A.O.B.).

1. a. Minutes of the 20th meeting of the Governing Body held on 24<sup>th</sup> May 2023.

The Member Secretary read out the minutes of the previous Governing Body meeting held on 24<sup>th</sup> May 2023 and the same were approved with some deliberations focusing on the following points:

- i) Regarding forming a separate Board of Studies in MDC and VAC, the Member Secretary apprised the house that the same will be formed in the next cycle of syllabi revision at Semester I and II.
- ii) Regarding the Research and Consultancy Policy, the college was directed to the Finance officer of Directorate of Higher Education to discuss about the financial implications as there was no clarity on revenue sharing by DHE. The Member Secretary informed that the college did the follow-up with DHE and were informed that necessary suggestions to be incorporated in SC-38 of Research and Consultancy Policy for revenue sharing will be given to Goa University. The college policy remains unaccepted and college follows SC-38 of Research and Consultancy Policy of Goa University.





- b. Proposed Syllabi of Semester III and IV of the Undergraduate and Part II of Postgraduate Degree Programmes and the revised syllabi of the existing courses, as approved by Academic Council.

**Resolution:** Proposed Syllabi of Semester III and IV of the Undergraduate and Part II of Postgraduate Degree Programmes were approved.

- c. The course structure and syllabi of Semester I and II of two new proposed programmes, as approved by Academic Council:
- i) B.Sc. Environment Science and Impact Assessment.
  - ii) M.Sc. Life Science.

The Member Secretary apprised the Governing Body members that the college has started the above two new programmes in replacement to the Programmes which have been suspended recently i.e. MA in Economics and BSc in Biochemistry. She also informed that these two programmes are unique in nature as they are unavailable presently in any colleges in Goa and holds enormous job opportunities. The course structure and the syllabus for B.Sc. Environment Science and Impact Assessment was approved in adhoc BOS involving members from Goa State Pollution Control Board and Biodiversity Board and faculty from other college. The course structure and the syllabus for MSc. Life Science was approved by adhoc BOS consisting of senior Professors from BITS Pilani and Goa University having expertise in various disciplines of Life Sciences, who contributed to framing of the syllabi along with other college faculty. Both the programmes are self-financed in nature and specialized faculty will be recruited for the same.

Prof. Gad congratulated the college for starting these programmes and inquired if necessary UGC guidelines were followed with respect to the nomenclature of the courses. The Member Secretary clarified that UGC nomenclature has been followed and a thorough benchmarking was done with renowned Universities across India, while formulating the Master's programme.

The Member Secretary also apprised the house that Dr. Rajan Saxena, Educationist has shared his suggestions through email that OBE implementation is mandatory as per NEP 2020 and new programmes should specify the Programme Outcomes and then map the same to the course outcomes. To this, the Member Secretary assured that presently only Semester I and II syllabi has been drafted and as the college drafts the syllabus for Semester III and IV, it will be able to draw the programme outcomes and then do the mapping accordingly.

He also suggested having projects in varied areas of life sciences relevant to industry, to which the Member Secretary clarified that the M.Sc. Life Science programme structure has been designed keeping in mind mandatory project component in the 4<sup>th</sup> Semester and as per college MOU with Bits Pilani, their facilities will be available for students to undertake project component.

**Resolution:** Both the Programmes stands approved.





- d. Maximum of 20% of total programme credits obtained from ODL/ any other online courses approved by the college.

**Resolution:** Approved with the following suggestions :

- i) Specify the courses instead of any other online courses for eg. NPTEL and SWAYAM Courses.
- ii) These courses should not be offered in lieu of core courses or elective courses.
- iii) Monitoring of these courses need to be done by the teachers which can be considered as equivalent to their workload.
- iv) Consider making it upto 40% subsequently.

- e. Autonomy Ordinance AO-20.8 relating to NCC/NSS/Sports entitlement marks.

One of the members of Governing Body pointed out that there is no mention of entitlement marks to candidates participating in cultural activities, in the College Ordinance when the same is adopted from Goa University Ordinance OA-26, which talks about the cultural activities. The Member Secretary clarified that if cultural activities are considered, then it will need categorization at different levels based on the nature of activities, their quality, relevance and significance. As such at the IQAC level, it was decided not to consider the cultural activities.

It was suggested that the college should acknowledge to Goa University that the Ordinance AO-20.8 is adopted from them. This suggestion was well taken. However, it was informed that the college ordinance is a modified version from that of Goa University Ordinance on account of not considering the cultural activities.

**Resolution:** Approved

- f. Special Ordinance SO-1 – One-time Special Examination for the students in view of Covid pandemic.

To a query raised by one of the member that the students enrolled in 2015-16, 2016-17 and 2017-18 have already completed their degree programme, the Member Secretary clarified that according to double the duration rule, these students were to complete their degree during the covid pandemic and hence they are given this one time opportunity. Prof. Gad also supported this double the duration special ordinance of Goa University. The Member Secretary further clarified that upon receiving representations from the students, the cases were referred to Goa University. However, Goa University has advised the college that as an autonomous college, it can take its own decision and hence this special ordinance was placed for approval.

**Resolution:** Approved with the following rectification in the Ordinance :

- i) The Ordinance is related to only Undergraduate Programmes need to be mentioned in the Ordinance.





- g. Audited Statement of Accounts as per UGC pattern of Assistance for Autonomous Colleges, for the financial year 2022-23, approved by Finance Committee.

Utilization Certificate along with details of expenditure incurred was presented to the Governing Body members for their approval. The Member Secretary apprised the house that during the Finance Committee meeting, the Finance Officer of Goa University recommended to forward college request for the release of grants from time to time to UGC and mark a copy of the letter and Utilization Certificate to the Chairman of UGC. Accordingly, the college has written to the Chairman. The Member Secretary invited suggestions from the Governing Body members on an approach to UGC for the pending financial assistance. One of the members suggested that we can bring this to the notice of Dr.(Ms.) Sucharita, UGC Nominee on the Governing Body. It was also recommended that college should place the matter on the grievance portal of UGC.

**Resolution:** Approved

2. To present Annual Quality Assurance Report AQAR 2022-23:

The AQAR report with major highlights involving the 7 criterias were presented to the Governing Body members:

- i) Curricular Aspects
- ii) Teaching Learning and Evaluation
- iii) Research, Innovations and Extension
- iv) Infrastructure and Learning Resources
- v) Student Support and Progression
- vi) Governance, Leadership and Management
- vii) Institutional Values and Best Practices

Prof. Gad inquired whether the college has done Green Audit. The Member Secretary clarified that no audit is done by the college. The AQAR report is prepared based on the questionnaire format made available for the colleges. There is no requirement of Green Audit to be done as per the questionnaire. However, the college will look into the suggestion of auditing as it would be a good practice under NAAC.

**Resolution :** Approved the AQAR 2022-23

3. Any Other Business (A.O.B.).

The Member Secretary sought permission from the house to adopt the PG Circular dated 22/11/2023 received from Goa University to facilitate students to complete and earn their degree applicable to students enrolled from the acad. year 2017-18 onwards upto acad. year 2022-23.

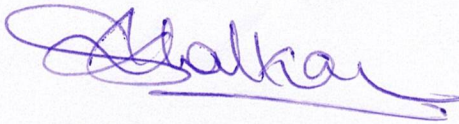
**Resolution :** Approved





The Member Secretary thanked all the members of the Governing Body meeting for their valuable suggestions and inputs.

The meeting ended at 12.10 pm, with a formal vote of thanks proposed by the Chairman.



Prof. (Dr.) Sangeeta G. Sankhalkar  
Member Secretary  
Governing Body

Dated: 7/12/2023

