

**MINUTES OF THE 24<sup>th</sup> MEETING OF THE GOVERNING BODY OF  
CES's PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)**

**Date : 29<sup>th</sup> November, 2024.**

**Time : 10.30 a.m.**

**Venue: Conference room**

**Mode : Online**

Members present:

<b>Name</b>	<b>Category</b>
1. Smt. Padma Chowgule	Chairperson
2. Shri Aditya Chowgule	Management Representative
3. Cdr. Parijat Sinha (retd.)	Management Representative
4. Prof.(Dr.)Suman Kundu	Management Representative
5. Shri Jose Manuel Noronha	Management Representative
6. Dr. Sameena S. Falleiro	Teacher Representative nominated by the Principal
7. Dr. Rupali Tamuly	Teacher Representative nominated by the Principal
8. Prof. (Dr.) Sangeeta G. Sankhalkar	Member Secretary, Principal of the college

Members absent with intimation:

<b>Name</b>	<b>Category</b>
1. Prof.(Dr.) Rajan Saxena	Educationist, nominated by the Management
2. Dr. Renji George Amballoor	State Government nominee
3. Prof.(Dr.) Bernard F. Rodrigues	Goa University Nominee

The Chairperson welcomed all the members of the Governing Body and thanked them for attending the meeting.

The Member Secretary, with the permission of the Chairperson, 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 23<sup>rd</sup> meeting of the Governing Body held on 20<sup>th</sup> September 2024.
  - b. Proposed Syllabi of Semester V and VI of the Undergraduate Degree Programmes and the new/revised syllabi/ revised CLOs/PSOs of the existing courses of Undergraduate/Postgraduate degree programmes, as recommended by the respective Board of Studies.
  - c. Internship policy.





- d. Policy for extra academic credits.
  - e. Audited Statement of Accounts as per UGC Pattern of Assistance for Autonomous Colleges, for the financial year 2023-24, approved by Finance Committee.
  - f. Amendments to:
    - i) B. Voc. Ordinance as per the new programme structure.
    - ii) Postgraduate Degree Ordinance AO-5A regarding
      - double the duration of PG programmes
      - dissertation workload.
  - g. Part Amendment to Ordinance AO-20.8 relating to award of entitlement marks and grace marks at the Semester End Examination.
  - h. Special Ordinance SO-2 – Extension of double the duration in view of covid pandemic for the B.A./B.Sc./B.VOC./M.A./M.Sc. students.
2. AQAR 2023-2024.
  3. Any Other Business (A.O.B.).

**1.a. To approve Minutes of the 23<sup>rd</sup> meeting of the Governing Body held on 20<sup>th</sup> September 2024.**

Based on the suggestions given in the last Governing Body meeting, the Member Secretary presented the following action taken report:

- i. Establishing industry linkages and internship opportunities: The College is currently in preliminary discussions to enhance internship opportunities in life sciences. Additionally, a comprehensive Internship Policy has been formulated, which will be tabled in the meeting as an upcoming agenda for approval.
- ii. Unique/ distinct programme opportunities: The Department of Computer Science has come up with a new Postgraduate Programme i.e. M.Sc. in Computer Science, which is designed to offer curriculum incorporating courses in Data structure, Algorithm and AI blending traditional M.Sc. Computer Science with contemporary specialization.
- iii. Soft skills training tailored to industry requirements: A proposal with Tantalum, a company specializing in soft skills training and preparing students for industry roles, is currently in progress. A practical demonstration by Tantalum is scheduled in the second week of December 2024.
- iv. NIRF Analysis of the colleges: A comparative study of colleges ranked 50-100 in the NIRF rankings had been conducted. This analysis highlighted areas where the college needs improvement particularly in key parameters like student intake, progression, placement, and capacity building. The major concern is the lower number of Ph.D. faculty.
- v. Enhancing Alumni engagement: To strengthen alumni relations, the college has planned alumni meet on 18<sup>th</sup> December 2024. The event will focus on inviting distinguished and notable alumni, including Prof. Ravi Fernandes, to collaborate and explore opportunities for mutual growth and development.

The minutes of the previous Governing Body Meeting held on 20<sup>th</sup> September 2024 were unanimously approved by the House.





- 1.b. **To approve Proposed Syllabi of Semester V and VI of the Undergraduate Degree Programmes and the new/revised syllabi/ revised CLOs/PSOs of the existing courses of Undergraduate/Postgraduate degree programmes, as recommended by the respective Board of Studies.**

The Member Secretary presented the summary of proposed syllabi of Semester V and VI and new/revised syllabi/ CLOs/PSOs of the existing courses of Undergraduate/ Postgraduate degree programmes including the suggestions given by the Academic Council.

**Resolution:** Approved

- 1.c. **Internship policy.**

The teacher representative, Dr. Rupali Tamuly, while presenting the Internship policy, informed the house that this policy has been developed in accordance with NEP 2020. She highlighted that the internship is divided into two categories i.e. (a) Internship for enhancing employability and (b) Internship for developing research aptitude. The internship will have 4 credits which will include 120 hours of skill based employability internship or research based internship.

**Resolution:** Approved with the suggestion to add an additional category to the policy i.e. incubators. This inclusion will encourage students to gain hands-on experience in the functioning of start-ups, equipping them with the knowledge and skills needed to launch their own start-ups.

- 1.d. **Policy for extra academic credits.**

The extra credit policy is designed for students enrolled under NEP 2020 with the primary aim of strengthening their academic portfolios and promoting skills in subjects of their interest. As per this policy, students shall be permitted to be enrolled for any of the additional courses from Discipline Specific Cores/Minor Stream/ Multidisciplinary Course/Skill Enhancement Course/Value Added Course/ Ability Enhancement Course that are being offered under the undergraduate programmes of Arts and Science of the college. However, enrollment in these courses is subject to specific conditions, mentioned in the policy.

The Governing Body members appreciated the college's effort in providing such a unique opportunity to interested students.

**Resolution:** Approved.

- 1.e. **Audited Statement of Accounts as per UGC Pattern of Assistance for Autonomous Colleges, for the financial year 2023-24, approved by Finance Committee.**

The Member Secretary presented the Audited Statement of Accounts and informed the house that the college has not received funds from the UGC as per the pattern of assistance for Autonomous Colleges. As a result, the college's expenditure has been kept to a minimum, amounting to Rs. 3.00 lakhs. The college has an outstanding deficit of about Rs. 38 lakhs from the UGC and is utilizing its own funds for regular expenditure. In response to a query from the Chairperson regarding the possibility of expediting the recovery of these funds, the Member Secretary explained that in addition to the previous correspondence with the UGC, Principal had visited the





UGC office to present their concerns. It was suggested that this issue be placed to the Chairman of the UGC. Accordingly, a formal letter was also being sent to the UGC Chairman, but no communication has been received so far. Since the Government is also unable to intervene in this matter, the Member Secretary requested that the Management make a representation on behalf of the college, seeking a meeting with the UGC Chairman.

**Resolution: Approved**

1.f. **Amendments to:**

i) **B. Voc. Ordinance as per the new programme structure.**

The teacher representative, Dr. Sameena Falleiro presented the amendments to B.Voc. Ordinance and explained that the B.Voc. Programme previously had more than 120 credits. However, in alignment with the National Education Policy (NEP) 2020, the college has revised the B.Voc. Ordinance to ensure the programme comes within 120 credits.

This B.Voc. Ordinance is based on the National Credit Framework under NEP 2020 wherein the total number of credits for a 3-year Undergraduate Degree Programme in Bachelor of Vocation shall be 120 whereas for a 4-year Honors Programme in Vocation shall be 160 with multiple entry and multiple exits at First Year, Second Year and Third Year.

**Resolution :** Approved with the suggestion of exploring the possibility of starting other Vocational Degree Programmes, for instance, Hospitality Management.

ii) **Postgraduate Degree Ordinance AO-5A regarding:**

- **Double the duration of PG Programmes :** An amendment has been made to the Postgraduate Degree Ordinance AO-5A, which states: "The duration of the Postgraduate Degree Programme is 2 years (or 4 semesters). However, students may be permitted to complete the programme within a maximum duration of 4 years."

**Resolution :** Approved

- **Dissertation workload :** The following amendment was made w.r.t dissertation workload: "The DFC shall decide the number of students each teacher can guide with an equitable distribution of students to Guides for sharing the workload. Such workload shall be computed as four hours per week for 3 to 8 students and two hours per week for less than 3 students. The dissertation shall be guided by the faculty with PhD qualifications only"

A clarification was sought on how the college will ensure that all students complete their dissertations under instances when the Ph.D guide is unavailable. It was clarified that for research-based dissertations, a qualified Ph.D. guide is essential. As an alternative, internship opportunities can be considered. Another option was sending students to other institutions where they can work on their dissertation under the supervision of a Ph.D. guide. Management Representative, Cdr. Sinha suggested incorporating Professor of Practice in this regard.





**Resolution** : At this stage, the proposed amendment has been approved. However, the college may consider necessary modifications based on the discussion and present them for further consideration at the next Governing Body meeting.

1.g. **Part Amendment to Ordinance AO-20.8 relating to award of entitlement marks and grace marks at the Semester End Examination.**

Goa University has made a partial amendment to its Ordinance OA-5.16, and in alignment with this change, the college has amended its existing Ordinance AO-20.8 in accordance with Goa University's respective Ordinance. Certain categories which were not incorporated in the ordinance earlier are being added.

**Resolution** : Approved.

1.h. **Special Ordinance SO-2 – Extension of double the duration in view of covid pandemic for the B.A./B.Sc./B.VOC./M.A./M.Sc. students.**

A Special Ordinance SO-2 on extension of double duration, in view of the Covid pandemic for the B.A./B.Sc./B.VOC./M.A./M.Sc. students who have not obtained the Under/Post Graduate Degree was formulated in line with Goa University Ordinance.

**Resolution** : Approved.

2. **AQAR 2023-2024.**

The AQAR (Annual Quality Assurance Report) is an essential document prepared by the college each year following the guidelines provided by NAAC. It highlights the college's progress, challenges, administration, infrastructure, co-curricular activities and key developments. Additionally, the AQAR outlines the college's efforts in maintaining and enhancing overall quality of education. The teacher representative, Dr. Sameena Falleiro presented the key points of the AQAR for the academic year 2023-24.

The Governing Body members raised concerns over the low performance in the results of the B.Voc programme. The Member Secretary informed the house that college will intervene in this matter and necessary discussions to improve the performance of students will be held with the Co-ordinator and department faculties. Additionally, Cdr. Parijat Sinha explained that many students admitted to the B.Voc programme are those who, despite not securing admission to the Computer Science programme, enroll themselves to B.Voc. programme due to parental pressure. He also said that even though faculty members are highly engaged and provide substantial support beyond regular classes, there has been little improvement in students' performance. This may be due to the fact that syllabus comprises of huge component of practical aspect and NASSCOM component where the students are lagging behind. It was emphasized that under the NEP 2020, which offers opportunities for multiple-entry and multiple-exit pathways, students should take full advantage of these flexible options.

Mr. Noronha inquired about the outcomes of the MOUs to which the Member Secretary responded that the college's MOUs are active. The college organizes activities in collaboration





with these partner institutes. Additionally, we invite representatives from these institutes as resource persons for various events and vice-versa. We also seek their input in terms of curriculum development. Notably, some of our faculty members are pursuing their Ph.D. at BITS Pilani. The Member Secretary further said that in the next Governing Body meeting, a detailed report on the impact and outcomes of these MOUs shall be provided.

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

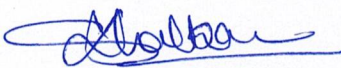
The Member Secretary provided details regarding the college's activities for the month of November 2024:

- a. A visit by four prominent writers to our college, which was initiated in collaboration with U.S. Consulate General in Mumbai. A workshop was organized by the Department of English wherein these writers interacted with our students as well as students and faculty from other institutes across the state.
- b. One of the projects of Department of Biotechnology was showcased in the State Youth Festival 2024-25 and won the first place. As one of the top teams selected, they will represent the State of Goa and our College at the National Youth Festival 2025 scheduled for 12<sup>th</sup> to 16<sup>th</sup> January, 2025.

The Member Secretary expressed her gratitude to all the members for their valuable time and constructive suggestions. She also thanked the Chair for entrusting her with the meeting proceedings. Concluding remark was given by the Chairperson appreciating the college for putting in their efforts in framing the policies. She thanked all the members for attending this meeting and assured that all the suggestions will be taken forward in the right spirit.

Prof. Suman Kundu congratulated the college on its achievements and also appreciated that the students and faculty of this college register at BITS Pilani for pursuing their Ph.D.

The meeting ended at 12.30 pm.



Prof. (Dr.) Sangeeta G. Sankhalkar  
Member Secretary  
Governing Body  
PRINCIPAL  
PARVATIBAI CHOWGULE COLLEGE  
OF ARTS & SCIENCE (AUTONOMOUS)  
MARGAO-GOIA



Date : 6<sup>th</sup> December 2024