

**Minutes of the Online Meeting of the Academic Council of
Parvatibai Chowgule College of Arts and Science, (Autonomous), Margao - Goa
held in the College on 5th June 2020.**

Following the Chowgule College notice F.133(B)/43 dated 21/05/2020, convening a Online Meeting of the Academic Council of Parvatibai Chowgule College of Arts and Science (Autonomous) on 5th June 2020 at 10.30 a.m., the online meeting of the said Academic Council was held on the said day, date and time. Since the members present represented the quorum, the Academic Council began its proceedings as per the agenda.

Members Present:

- | | |
|---|---|
| 1. Dr. Nandkumar N. Sawant, Principal | - Chairman |
| Heads of Department in the College | |
| 2. Ms. Sarah Mesquita (In-charge) | - Biochemistry |
| 3. Dr. R. Kanchana (In-charge) | - Biotechnology |
| 4. Dr. Uma Masur | - Botany |
| 5. Dr. Sachin Kakodkar | - Incharge Chemistry |
| 6. Mrs. Suchitra Bhat | - Computer Science |
| 7. Mr. H.S.S. Nadkarni | - Geology |
| 8. Dr. Anagha Bicholcar | - Geography |
| 9. Mr. Anand P. Masur | - Mathematics |
| 10. Mr. Yatin Desai | - Physics |
| 11. Dr. Nandini Vaz Fernandes | - Zoology |
| 12. Mrs. Rupali Tamuly | - Economics |
| 13. Mrs. Sarita S. Naik Tari | - History |
| 14. Dr. Sobita Kirtani (In-charge) | - Psychology |
| 15. Dr. Sachin Moraes (In-charge) | - Sociology |
| 17. Mrs. Carol Barreto Miranda | - French |
| 18. Mr. Pradeep Jatal (In-charge) | - Hindi |
| 19. Ms. Trupti Phaldessai (In-charge) | - Marathi |
| 20. Dr. Hanumant Chopdekar | - Konkani |
| 21. Ms. Anushka Fernandes | - Incharge Philosophy |
| 22. Dr. G.K. Naik | - Co-ordinator, Analytical Chemistry (PG) |
| 23. Mr. Lester Almeida | - Co-ordinator, B.Voc. (VFX & MDF) Programmes |
| 24. Dr. Debashish Majumdar | - Teacher Representative |
| 25. Mr. Ian Barreto | - Teacher Representative |
| 26. Mr. Andrew Barreto | - Teacher Representative |
| 27. Dr. Ashish Desai | - Teacher Representative |
| 28. Dr. E.M. Travassos, Director, PG Programmes | - Special Invitee |
| Nominees on the Academic Council | |
| 29. Mrs. Ajanta Burman | - Governing Body Nominee |
| 30. Prof. Kaustubh Priolkar | - Goa University Nominee |
| 31. Prof. Purva Hegde Desai | - Goa University Nominee |
| 32. Dr. Shaila Ghanti | - Member Secretary |

Leave of Absence

The following Academic Council members were absent with intimation:

- | | |
|--------------------------------|--------------------------|
| - Mr. D.S.Prasant | - Governing Body Nominee |
| - Dr. Sonia Fernandes Da Costa | - HoD of English |

The following Academic Council members were absent without intimation :

- | | |
|-------------------------|--------------------------|
| - Mr.Mangirish Salelkar | - Governing Body Nominee |
| - Ms.Reboni Saha | - Governing Body Nominee |
| - Prof.Nina Caldeira | - Goa University Nominee |
| - Dr. M.P.Shivalli | - Librarian |
| - Dr.Devashish. Bagchi | - Physical Education |
| - Mr.Maria C.Quadros | - Incharge Portuguese |

Agenda for the Meeting

1. To approve the minutes of the meeting of the Academic council held on 14th October 2019
2. To approve the proposed syllabi including the course outcomes of various courses of the Undergraduate, Postgraduate Degree and Diploma Programmes as recommended by the respective board of studies.
3. To approve the amendments to Postgraduate Degree ordinance AO-5 and Postgraduate Diploma ordinance AO-9
4. To present the report on attainment of course outcomes
5. Any other business(A.O.B)

Chairman's Welcome

The Chairman, Dr. N. N. Sawant, welcomed all the members.

The Member Secretary welcomed all the members and the agenda for the meeting was taken up.

- 1. To approve the minutes of the meeting of the Academic Council held on 14th October, 2019.**

The Member-Secretary read out the minutes of the previous Academic Council meeting held on 14th October 2019. The same were circulated to all the members after incorporating the changes, for feedback and comments. No comments were received within the stipulated time.

The house unanimously approved the minutes.

Proposed –Shri Alberto Ian Barreto

Seconded – Dr. R. Kanchana

2. To approve the proposed syllabi including the course outcomes of various courses of the Undergraduate, Postgraduate Degree and Diploma Programmes as recommended by the respective Board of Studies.

The following syllabi including the course outcomes of various courses of the Undergraduate, Postgraduate Degree and Diploma Programmes as recommended by the respective Board of Studies were circulated beforehand to all the members. The Member-Secretary placed the same before the members for their approval.

The house unanimously approved the syllabi.

Proposed –Shri Alberto Ian Barreto

Seconded – Dr. R. Kanchana

S. No.	Department	Resolution of the Academic Council
1	Biochemistry	Approved
2	Biotechnology	Approved
3	Botany	Approved
4	Chemistry	Approved
5	Computer Science	Approved
6	Geology	Approved
7	Mathematics	Approved
8	Physics	Approved
9	Zoology	Approved
10	Geography	Approved
11	History	Approved
12	Philosophy	Approved
13	Psychology	Approved
14	Sociology	Approved
15	English	Approved
16	French	Approved
17	Hindi	Approved
18	Konkani	Approved
19	Marathi	Approved
20	B.Voc. 3D Media and Virtual Reality	Approved
21	B.Voc. in Multimedia-Film Making	Approved

3. To approve the amendments to Postgraduate Degree Ordinance AO-5 and Post graduate Diploma Ordinance AO-9

Dr. E.M.Travassos, Director, Postgraduate Programmes, presented the **proposed amendments to Autonomy Ordinance AO-5 and AO-9**, which are briefly stated below :

a) **Proposed amendments to autonomy ordinance (AO-5)**

i) **Amendment 1**

Clause AO-5A with sub- clauses AO-5A.1 to AO-5A.3 to be inserted in Autonomy Ordinance AO-5 after clause AO-5 and before clause AO-5.1 of the ordinance.

Clause AO-5A: Relates to programme code, subject code and course code

AO-5A.1 : Master's Degree Programmes offered by the Postgraduate departments will have a programme code, **PGM**

AO-5A.2 : Master's Degree Programmes of individual departments will be distinguished by discipline, for example: IT for Information Technology, PSY for Psychology. Hence, individual programme codes will be **PGM- ECO**.

AO-5A.3 : Each course offered in a Master's Degree Programme of the department will have a unique course number. The course code will appear in the form (programme code) – (subject code), (course no) , for example, a course code for applied economics could be PGM-ECO.1.1. , where 1.1 is a unique number given to a particular course.

ii) **Amendment 2**

Clause AO-5.1A to be inserted after **AO-5.1 General** and before **clause AO – 5.2** of the Ordinance.

AO-5.1A : A student is eligible to seek direct admission to the second year of M.Sc in Geoinformatics (PGM-GIS) if she /he has completed the Postgraduate Diploma in Geoinformatics (PGDGIS) from Parvatibai Chowgule College of Arts and Science, Margao, not earlier than two academic years prior to seeking admission to M.Sc. in GIS. In such a case the student must satisfy other admission conditions and surrender his or her PGDGIS marks sheets and passing certificates to college. There are a total number of five seats allotted under these arrangements.

b) **Proposed amendments to autonomy ordinance (AO-9)**

i) **Amendment 1**

Clause AO-9A with Sub-Clauses **AO-9A.1 to AO-9A.3** to be inserted in autonomy Ordinance **AO-9** after **clause AO-9** and before **clause AO-9.1**

AO-9A Programme code, subject/ discipline code and course code

AO-9A.1 : The Postgraduate Diploma Programmes offered by the Postgraduate Departments will have a programme code , **PGD**

AO-9A.2 : Postgraduate Diploma Programmes in specific subject/ discipline will be distinguished by subject/ discipline codes.

AO-9A.3 : Each course offered in a postgraduate diploma programme will have a unique course number. The course code will appear in the form (Programme code)- (Discipline code). (Course no). For example, the course code of one of the courses in Postgraduate Diploma in Computer Applications could be PGD-CA..E.1, where E.1 is a unique number given to a particular course.

ii) Amendment no.2

New Sub- clause **AO-9.2(15)** to replace the existing sub- clause **AO-9.2(15)**

EXISTING SUB CLAUSE AO-9.2(15): The Post graduate Department offering the programme PG Diploma in “Clinical Genetics and Medical Laboratory Techniques”, shall be permitted to follow the Goa university pattern of study , including courses, scheme of instruction and training and the method of evaluation, until the college introduces its own programme.

PROPOSED AMENDMENT TO SUB-CLAUSE AO-9.2(15): The Postgraduate Diploma in “Clinical Genetics and Medical Laboratory Techniques”, shall comprise of compulsory internship/hand-on training in Clinical Laboratories/ Hospitals/Pathology labs/Genetic Laboratories, for a period of 3/6 months, equivalent to 240 hours for 8 credits in lieu of two elective courses.

The house approved the amendments to ordinances AO-5 and Post graduate diploma ordinance AO-9 with the following suggestion.

Suggestion : Sub-Clause AO5.1A :

Instead of stating “*students must satisfy other conditions*”, either ‘*conditions*’ must be specified in the ordinance or referred to wherever the conditions are specified.

Proposed -Dr. R.Kanchana

Seconded – Dr.Hanumant Chopdekar

(Refer Annexure ‘A’ and ‘B’ respectively for amended ordinances)

4. To present the Report on Attainment of Course Outcomes:

Member-Secretary Dr.Shaila Ghanti, presented a report on attainment of Course Outcomes.

In view of implementation of Learning Outcome Based Curriculum Framework (LOCF), as per UGC guidelines, College has prepared its guidelines and the following changes are required to be incorporated :

- The present structure and terminologies adopted by the College for Outcome Based Education will be aligned with the terminologies given by UGC in LOCF. Henceforth, Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) will be

considered as Programme Learning Outcomes (PLOs) and Course Outcomes will be considered as Course Learning Outcomes (CLOs) in all the syllabi.

- Writing / rewriting the following outcomes:
 - Graduate attributes
 - Qualification descriptors
 - Programme Learning Outcomes and Course Learning Outcomes.
- Prepare the LOBE document for all programmes
- Subsequently work on attainment of outcomes.

The house approved the same (**Refer Annexure 'C'**).

Proposed – Dr. Debashish Majumdar,

Seconded - Dr. Anagha Dicholcar

5. Any other business(A.O.B)

A. **“Conduct of Evaluation/ Assessment during the COVID-19 pandemic”** presented by Mr. Ian Barreto, Controller of Examinations. Few points are highlighted below:

- As per UGC guidelines- if situation is not normal- grading of the students could be composite of 50% marks on the basis of the pattern of internal evaluation adopted by the universities and remaining 50% marks based on performance in previous semester only (if available).
- According to Goa University circular ref. no.GU/Academic (Colg.)/2020/448: dated 18 May 2020, no Semester End Examination (SEE) will be conducted for first and second year regular students of Under Graduate programmes and that the students shall be graded on marks scored in ISA and practical examination. In case where practical examination could not be conducted the same will be conducted whenever circumstances permit.
- As per the autonomy Ordinances of the College, Pattern of Assessment(AO-4.1), scheme of evaluation for courses (practical) (AO-4.5), Evaluation of practical component, be finalized based on the Continuous Assessment completed till suspension of classes

Approval was sought for evaluating the final year (UG) students in the Inter-disciplinary courses without adopting the Semester End Examinations as it would involve 450 students at a time in the campus and that would hamper the social distancing norms. The grading of the students for the interdisciplinary course of semester VI for the academic year 2019-20 be allowed based on a composite of 50% marks on the basis of the pattern of internal evaluation adopted by the College and the remaining 50% marks can be awarded on the basis of performance in the other interdisciplinary course opted by the student in semester V.

The house unanimously approved the presented procedures for conduct of evaluation/ assessment of students during Covid-19 pandemic (**Refer Annexure 'D'**).

Proposed: Mr. Anand Masur

Seconded: Dr. Nandini Vaz Fernandes

B. Skeletal Framework For Academic Works presented by Dr. Nandini Vaz Fernandes, Dean, Faculty of Life Sciences

The Skeletal Framework for Academic Works (PCCAS-SFAW) of Parvatibai Chowgule college will serve as guiding document to faculty to execute the following processes:

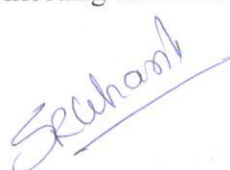
- Academic calendar
- Teaching learning processes
- Laboratory practicals
- Evaluation/ assessment works
- TY Project work
- Internship
- Extracurricular / co-curricular activities


Academic progression will be monitored.

Chairman stated that above point 'A' and 'B' might change depending on the prevailing pandemic situation and notification from Goa University and University Grants Commission (**Refer Annexure 'E'**).

The Chairman thanked all the members for attending the meeting. He specially thanked Mrs. Ajanta Burman from Blue Cross Laboratories and Governing Body nominee for being physically present for the meeting. Chairman acknowledged the receipt of scholarships from Blue Cross Laboratories, Verna, for an amount of Rs.1,00,000/-, to be given to 10(ten) needy and meritorious students; and from Mr. Dilip Kare, Industrialist and ex-member on the Academic Council, for an amount of Rs.2,25,000/-, to be given to 15 (fifteen) needy and meritorious students and thanked them for their support towards the cause of education.

The meeting ended at 12.30 p.m. with a vote of thanks by the Member Secretary.


Dr. Shaila Ghanti
Member Secretary
Academic Council


Dr. N.N. Sawant
Chairman
Academic Council

Date: 5th June 2020