Minutes of the 22nd Meeting of the Academic Council of CES's Parvatibai Chowgule College of Arts and Science, (Autonomous), Margao - Goa held in the College on 29th October, 2024.

Following the Chowgule College notice F.133(B)/842 dated 15th October 2024, convening an offline meeting of the Academic Council of Parvatibai Chowgule College of Arts and Science (Autonomous) on 29th October 2024 at 10.30 a.m., the 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. Prof. (Dr.) Sangeeta G. Sankhalkar, Principal   - Chairperson

Heads/ Incharge of Departments in the College
2. Dr. Starlaine Mascarenhas   - Biotechnology
3. Dr. Uma Masur   - Botany
4. Dr. Roopa Belurkar   - Chemistry
5. Dr. Shaila Ghanti   - Computer Science
6. Dr. Meghana Devli   - Geology / ESIA
7. Ms. Danielle Monteiro   - Mathematics
8. Mr. Yatin Desai   - Physics
9. Prof.(Dr.) Nandini Vaz Fernandes   - Zoology
10. Dr. Rupali Tamuly   - Economics
11. Prof. (Dr.) Nandkumar N. Sawant   - Geography
12. Mrs. Vanessa Colaco   - History
13. Mr. Audrick D'Mello   - Philosophy
14. Dr. Sobita Kirtani   - Psychology
15. Dr. Sachin Moraes   - Sociology
16. Dr. Sonia Fernandes Da Costa   - English
17. Mrs. Carol Baretto Miranda   - French
18. Dr. Pradeep Jatal   - Hindi
19. Dr. Gunaji Desai   - Konkani
20. Ms. Shradha Gawandi   - Marathi
21. Dr. Devashish Bagchi   - Physical Education
22. Mrs. Poonam Joshi   - Librarian
23. Mr. Alberto Ian Barreto   - Teacher Representative
24. Dr. Manjita Porob   - Teacher Representative
25. Mr. D. Prabakaran   - Special Invitee
26. Mr. Gajanan Nial   - Special Invitee
27. Mr. Mitendra Alve   - Special Invitee
28. Ms. Salija Krishna   - Special Invitee
29. Ms. Limora N. D'Souza   - Special Invitee

Nominees on the Academic Council
30. Prof. (Dr.) Vimal Rarh (attended online)   - Governing Body Nominee
31. Dr. Qudsiya Contractor   - Governing Body Nominee
32. Prof. (Dr.) Bernard Rodrigues   - Goa University Nominee

33. Mr. Kumaresh V. C.   - Member Secretary and Vice-Principal

Leave of Absence

The following Academic Council members were absent:

1. Prof. (Dr.) Gyan Mudra	- Governing Body Nominee
2. Mr. Shishir Gupta	- Governing Body Nominee
3. Mr. Clinton Vaz	- Governing Body Nominee
4. Prof.(Dr.) Koshy Tharakan	- Goa University Nominee
5. Prof. (Dr.) Purva G. Hegde Desai	- Goa University Nominee
6. Dr. Alisha Satwani	- Incharge, Biochemistry
7. Dr. Bhanumati Pilli (on child care leave)	- Teacher Representative
8. Mr. Aresh Naik (on study leave)	- Teacher Representative

Agenda for the Meeting

1. To approve the minutes of the meeting of the Academic Council held on 14th March 2024.

2. To approve the minutes of the meeting of the Standing Committee of Academic Council held on 5th September 2024.

3. To approve the 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, if any, as recommended by the respective Board of Studies.

4. To approve the amendment in B. Voc. Ordinance as per the new programme structure.

5. To approve the internship policy.

6. To approve the policy for extra academic credits.

7. To approve the amendment to Postgraduate Degree Ordinance AO-5A regarding double the duration of PG Programmes.

8. To approve the amendment to Undergraduate and Postgraduate Degree Ordinances regarding extension of double the duration.

9. To approve part amendment to Ordinance AO-20.8 relating to award of entitlement marks and grace marks at the Semester End Examination.

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

Chairman's Welcome

The Chairperson, Prof. (Dr.) Sangeeta G. Sankhalkar, warmly welcomed all members of the Academic Council and emphasized that the purpose of the offline meeting was to foster meaningful discussions. She also informed the house that the Controller of Examination and the PG Coordinators of each PG program has been invited as Special Invitees to present their respective agendas.

Subsequently, the Agenda for the meeting was taken up by the Member Secretary.

1. **To approve the minutes of the meeting of the Academic Council held on 14ᵗʰ March 2024.**

   The Member Secretary updated the Academic Council on the implementation of suggestions made by the Academic Council in the previous meeting:

   i) The phrase "POs will be implemented with respect to the relevance of the course" has been added to the description of every Programme Outcome of the college.
   ii) Heads of Departments have been notified that each course should include activities that reflect the Programme Outcomes, in line with the Academic Council's recommendations.
   iii) Suggestions made with respect to syllabi have been incorporated by the respective BOS and the same will be presented in this meeting for approval.
   iv) In response to the recommendation that Program Specific Outcomes (PSOs) should be measurable, the Member Secretary informed that the college has initiated attainment calculations. The Outcome-Based Education (OBE) team is currently training faculty on the attainment process, and the college has developed software to facilitate direct input of marks, enabling effective mapping of Course Learning Outcomes (CLOs) with Program Specific Outcomes (PSOs) and Programme Outcomes (POs).
   v) As per the suggestions of the Governing Body, a special internal committee was formed for vetting of the MDC and VAC Courses, its contents and relevance, before they were presented in the respective Board of Studies for final approval.
   vi) Regarding the revision of assessments in alignment with Outcome-Based Education (OBE) under the National Education Policy (NEP) 2020, the Member Secretary informed that the OBE team, in collaboration with the Examination department, has developed a new question paper format. This proposal ensures that all Course Learning Outcomes (CLOs) receive proportional weightage in the assessment.

   The house unanimously approved the minutes.

2. **To approve the minutes of the meeting of the Standing Committee of Academic Council held on 5ᵗʰ September 2024.**

   The Member Secretary apprised the house that since one of the External Expert in the subject of Computer Science nominated by Academic Council declined the invitation to join the Board of Studies, there was an urgent need to nominate another expert on their Board of Studies as their BOS meeting was scheduled to take place in the month of September 2024. Hence a standing committee of Academic Council was constituted to nominate another member from the list of External Experts. Accordingly, the following External Expert was nominated:

   Mr. Nilesh Natekar
   Associate Professor, Dept. of Computer Science
   Government College, Sanquelim – Goa.

   Resolution : Approved

3. **To approve the 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, if any, as recommended by the respective Board of Studies**

Common suggestions:
i) Space to be given between the sub-topics under each module.
ii) Mandatory Readings required to be increased to 5.
iii) Additional Course Learning Outcomes should be included, emphasizing Programme Outcomes (POs) wherever relevant (to be approved in the next BoS).

S.N	Subject	Level	(New/ Revised syllabi etc)	Resolution of the Academic Council	Suggestions made by Academic Council/ Clarifications
1	Biotechnology	UG	• Revision in course structure • New syllabi for Semester V & VI & new Vocational Course in Semester IV • Revision in Syllabus	Approved with suggestions	Space to be given between the sub-topics under each module.
2	Botany	UG	• New syllabi for Semester V & VI • Courses for Double Major • New Multidisciplinary Course (MDC) for Semester III • Revision in Syllabus • List of External Examiners for TYBSc Project	Approved with suggestions	The words 'units, topics and sub-topics' appearing above the modules to be removed for every course.
3	Chemistry	UG (B.Sc.)	• New syllabi for Semester V & VI • PSOs	Approved with suggestions	• The keywords for the Program Specific Outcomes (PSOs) should be revised, as they currently resemble those of the institutional Program Outcomes. ***To seek approval of BOS.*** • Two additional Course Learning Outcomes should be included, emphasizing generic Programme Outcomes (POs) that incorporate ethical values wherever relevant across all semesters. ***To be taken up in next BOS.***
		PG (M.Sc.)	• Revision in Generic Elective Courses	Approved with suggestions	Increase the number of references i.e. For books as well for online references. ***To seek approval of BOS.***

4	Computer Science	UG (B.Sc.)	• New syllabi for Semester V & VI • Syllabi of MDCs • Revision in CLOs	Approved	--
		UG (B.Voc Software Dev.)	• New Programme Structure	Not Approved	Course structure to be revised as per the new BVoc Ordinance approved by Academic Council. **_To be taken up in next BOS_**
		PG (M.Sc. I.T.)	• Syllabi of Elective Courses	Approved with suggestions	• Modules to be used instead of units. • Years to be mentioned for references.
		M.Sc. in Comp. Science	New Programme Structure	Approved subject to approval from DHE	---
5	Env. Science and Impact Assessment	UG	• New Syllabi for Semester III	Approved with suggestion	Animal species to be added in the course 'Conservation Biology'- **_To take approval of BOS._**
6	Geology	UG	• New Syllabi for Semester V & VI • Courses for Double Major • Syllabus for MDC	Approved with suggestion	Module II of the course 'Magma Evolution and Petrogenesis of Igneous Rocks' is too lengthy. Semi-colons to be added
7	Mathematics	UG	• New Syllabi for Semester V & VI • Courses for Double Major • Revision in PSO4	Approved with suggestions except PSO4	• Wherever lectures are written in modules to be changed to hours. • Units to be changed to modules • PSO4 to be made department specific. **_To be taken up in next BOS._** • Pre-requisites of the course 'Advanced Analysis' to be corrected to basic knowledge of topics or subtopics instead of putting course titles.
8	Physics	UG	• New Syllabi for Semester V & VI • Syllabus for MDC • Courses for Double Major • Revision in CLOs	Syllabus for Sem V and VI and MDC is **not approved.** Revision in CLOs and Double major courses stands **approved.**	List of six practical to be defined or grouped. **_To be taken up in next BOS_**.

9	Zoology	UG	• Revision in course structure • New Syllabi for Semester V & VI • Syllabus for VOC • Revision in syllabi • Revision in PSOs & CLOs	Approved with suggestions	• The word "Module" written next to the Practicals should be removed, retaining only 'Practicals'. • Italic fonts to be removed and a consistent font style to be maintained throughout.
10	Economics	UG	• New Syllabi for Semester V & VI • Courses for Double Major • Syllabus for MDC course • Revision in CLOs	Approved with suggestions	More mandatory reading to be added in the course 'Statistical Methods in Economics'
11	Geography	UG (BA)	• New Syllabi for Semester V • Syllabus of VOC Course • Revision in MDC and SEC Courses	Approved with suggestions	• No. of hours for practicals instead of sessions • Numbering to be redone • Grammatical and alignment corrections
12	History	UG	• New Syllabi for Semester V & VI • Courses for Double Major • Revision in course structure • Revision in nomenclature of PSO-3	All approved except the syllabi for the course' India after Independence (1947-2004' and PSO1, 2 &4	• PSO1, 2 and 4 to be revised as they currently resemble those of the institutional Program Outcomes. *To be taken up in next BOS.* • Specify the topics in the units of the course 'India after Independence (1947-2004). *To be taken up in next BOS.*
13	Philosophy	UG	• New Syllabi for Semester V & VI • Courses for Double Major • Syllabus for Semester IV (New Course)	Approved	Relook at the order of courses for Semester V and VI. *To be taken up in next BOS.*
14	Psychology	UG (BA)	• New Syllabi for Semester V & VI • Courses for Double Major • PSOs • Revision in Syllabus	Approved with suggestions	• Numbers of the modules should be as per Social Science format. • Mandatory readings to be increased for courses 'Psychology of Adolescence' and 'Criminal Psychology'
		PG (MA)	• New Syllabi for Semester IV	Approved	-----
15	Sociology	UG	• New Syllabi for Semester V & VI • Courses for Double Major • List of Examiners for TY BA Project	Approved with suggestion	Full forms to be used instead of abbreviations, wherever applicable

16	English	UG	• New Syllabi for Semester V & VI • Courses for Double Major	Approved with suggestions	• Define the folklore and folk dances in the course 'Goan Literature and Culture'. • Mandatory readings to be increased to 5 in the course 'Literary Criticism' **To take approval of BOS**
		PG (MA)	• Revision in Syllabus	Approved with suggestions	• In the course 'Exploring Naratives in Fiction', Secondary readings given under each module to be added at the end. • Typing errors to be corrected wherever necessary. • Add Reference book in the course 'The Indian Subaltern: Dalit and Adivasi Narrative **To take approval of BOS**
17	French	UG	• New Syllabi for Semester V & VI • Revision in CLOs	Approved with suggestions	• CLOs to be revised as per Blooms Taxanomy. *To take approval of BOS.* • The sentence *'Selected topics from the prescribed text will be the syllabus for this course'* to be removed from the syllabi of the courses 1.'Introduction to Francophone Literature', 2.'Introduction to Translation' and 3.'Overview of 17th, 18th and 19th Century French Literature'. *To take approval of BOS.* • In the course 'A cultural and linguistic comparative study of France and India using multimedia', titles to be added in the syllabus instead of links. *To take approval of BOS.*
18	Hindi	UG	• New Syllabi for Semester V & VI	Approved	-----
19	Konkani	UG	• New Syllabi for Semester V & VI • Courses for Double Major	Approved	-----
	Marathi	UG	• New Syllabi for Semester V & VI	Approved	-----

4. **To approve the amendment in B. Voc. Ordinance as per the new programme structure.**

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

5. **To approve the internship policy.**

Internships provide students with a clearer sense of their career aspirations. Through internships, students can explore different industries, roles, and work environments, helping them to refine their career goals and make more informed decisions about their future.

Earlier, the Internship and Placement Cell handled the internship process. However, with the integration of internship into the academic curriculum, there arose a need to establish a formal internship policy. This policy has been developed in accordance with the guidelines set forth by the University Grants Commission (UGC).

Resolution : Approved

6. **To approve the policy for extra academic credits.**

The extra credit policy has been in place previously. However, modifications have been made to the same to align with the National Education Policy (NEP). As per this policy, students are 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. Enrollment in these courses is subject to specific conditions. Students have the flexibility to take an unlimited number of extra credits, provided it fits within their academic timetable.

Resolution : Approved with the following suggestion:

> i) An undertaking will be required from students, acknowledging that it is their sole responsibility to attend the lectures and the department will not be held responsible if students are unable to attend due to clash in timetable.

7. **To approve the amendment to 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

8. **To approve the amendment to Undergraduate and Postgraduate Degree Ordinances regarding extension of double the duration.**

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

9. **To approve 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.

Resolution : Approved and will be applied to students from next semester (even semester), provided it is approved in the Governing Body meeting.

10. **Any Other Business (A.O.B.)**

The Member Secretary informed the house that during the previous Academic Council meeting, an amendment regarding the calculation of workload for dissertations in the PG Ordinance AO-5A was discussed. However, it was decided that further deliberation would take place at the IQAC level before it is presented in Academic Council. Accordingly, this agenda was presented for discussion at the meeting.

Amendment in PG Ordinance AO-5A.4 : "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"
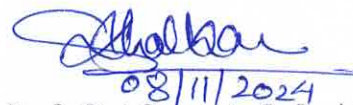
Resolution : Approved with the suggestion :
       i) The dissertation shall be guided by the faculty with PhD qualifications only.

The meeting ended at 6.30 p.m. with a vote of thanks by the Chairperson of Academic Council.

Kumaresh V. C.
Member Secretary
Academic Council

08/11/2024
Prof. (Dr.) Sangeeta G. Sankhalkar
Chairperson
Academic Council

Date: 8th November 2024