# VIVEKANAND EDUCATION SOCIETY'S COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)

## MINUTES OF THE FIRST ACADEMIC COUNCIL MEETING HELD ON 24.02.2022 and 07.03.2022

The Academic Council Meeting was held on Thursday, 24th February 2022, at 1400 hours and subsequently continued on 7th March 2022, at 1100 hours in the Auditorium of VES College of Arts Science and Commerce.

Members present for the meeting were: (Total 29 Present)

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| 1) | Dr. Anita Kanwar | Chairperson |
| 2) | Dr. Rajendra Shinde | University Nominee |
| 3) | Dr. Kiran Mangaokar | University Nominee |
| 4) | Dr. Rajiv Gupte | Industry Expert / Academician |
| 5) | Dr. A. Subramanian (Kumar) | Industry Expert / Academician |
| 6) | Mr. Balaji Ramadurai | Industry Expert / Academician |
| 7) | Mr. Sunil Gwalani | Industry Expert / Academician |
| 8) | Dr. Avinash Kale | Industry Expert / Academician |
| 9) | Dr. Devidas Gulwade | I/c. HOD, Physics |
| 10) | Mrs. Varsha Ahuja | HOD, Chemistry |
| 11) | Dr. Santhini Nair | HOD, Microbiology |
| 12) | Dr. Varsha Ganatra | HOD, Commerce |
| 13) | Mrs. Sunita Sherifani | HOD, Accountancy |
| 14) | Mrs. Samhitha Sharma | HOD, Economics |
| 15) | Mrs. Sonia Lal | I/c. HOD, Sociology |
| 16) | Mr. Vikas Ware | HOD, Mathematics |
| 17) | Mrs. Aarohi Khar | HOD, Psychology |
| 18) | Mr. Kamlakar Bhopatkar | Coordinator, Computer Science |
| 19) | Mrs. Shital Patil | Coordinator, Information Technology |
| 20) | Mrs. Mahek Sukhani | Coordinator, Mass Media |
| 21) | Mrs. Vinaya Jategaonkar | Coordinator, Biotechnology |
| 22) | Mrs. Kanthi Vishwanathan | Coordinator, Management Studies |
| 23) | Mrs. Sangeeta Bhattacharya | Coordinator, Financial Markets |
| 24) | Mrs. Minal Gandhi | Coordinator, Banking & Insurance |
| 25) | Ms. Ankita Singh | Coordinator, Accounting & Finance |
| 26) | Dr. Ritika Makhijani | Teacher Representative |
| 27) | Mrs. Shmilona Jain | Teacher Representative |
| 28) | Dr. Madhavi Vaidya | Teacher Representative |

29) Dr. Meghana Sanjeeva          Member Secretary

Leave of absence was granted to the following members:

1) Dr. Ajay Bhamare          University Nominee
2) Dr. Vasanth Murlidharan          Industry Expert / Academician
3) Ms. Niddhi Makhijani          Industry Expert / Academician
4) Mr. Nilay Sharma          Industry Expert / Academician
5) Dr. Anu Bansal          Teacher Representative

Keeping up the tradition of Vivekanand Education Society, the meeting started with the chanting of 'OM' three times.

Vice – Principal Dr. Santhini Nair commenced the meeting with her opening statement and welcomed all the members present at the meeting.

The external members and the teaching staff of VES college of Arts Science and Commerce present introduced themselves and their areas of expertise.

Principal Dr. Anita Kanwar, Chairperson, made a brief presentation about the activities of College and gave a broad idea about the vision of the College as it foresees from the academic year 2022 – 2023 post autonomy.

Dr. Meghana Sanjeeva, Member Secretary of the Academic Council read out the agenda of the meeting.

## **AGENDA**

(1) To scrutinize and approve the proposals of the various Boards of Studies.
(2) To approve and make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.
(3) To approve and make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
(4) To approve and recommend to the Governing Body proposals for the institution of new programmes of study.
(5) To approve and recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.
(6) To advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.
(7) AOB

**Agenda Item No. 1: (a)** To scrutinize and approve the proposals of the various Boards of Studies.

Syllabus of 17 Undergraduate Departments i.e. (1) Physics (2) Chemistry (3) Microbiology (4) Mathematics (5) Accountancy (6) Commerce (7) Economics (8) Sociology (9) Psychology (10) Management Studies (11) Mass Media and Communication (12) Banking & Insurance (13) Financial Markets (14) Accounting & Finance (15) Computer Science (16) Information Technology (17) Biotechnology along with core subject of Foundation Course and ancillary subject of Business Communication, Communication Skill and Hindi and 4 Post Graduate Department i.e. (1) Chemistry (2) Microbiology (3) Psychology & (4) Accountancy also tabled the Syllabi for the PG Courses viz. M.Sc. (Organic Chemistry) & M.Sc. (Analytical Chemistry), M.Sc. (Microbiology), M.A. (Psychology) and M.Com. (Accountancy).

**(b) Examination Pattern Proposed for the above Courses:**
College Examination Cell Controller Dr. Santhini Nair proposed the following details
- Adoption of Choice Based Credit System for UG & PG Courses.
- The performance of each learner will be evaluated in two components.
  For UG programs:(Individual passing)-(75:25)
  Internal Assessment (25% ) & Semester End Examination (75%).
- For PG programs: (Individual passing)-(60:40)
  Internal Assessment (40%) & Semester End Examination (60%).
  Internal exams would include Minimum of two Academic
  activities (Test/PPT/Project etc.) -BOS decision
- There would be no internal exams for Practical Papers
- <span style="color:red">**OSM (On Screen Marking) introduced for Evaluation / Moderation / Revaluation of answer books with proper security measures**</span>
- Moderation will be done as per University Norms.
- Revaluation process shall be ONLY for theory papers of all
- examinations and for the applications received within permitted
- time limit.
- Online assessment can be used for Internal Assessment (ERP)
- Passing in each individual head -is a minimum of 40% (Independently in External and Internal). • However, Overall Grades would be given by combining marks of External and Internal exams marks in aggregate for each course .
- • ATKT as per University Norms
- <span style="color:red">Revised Scheme of Evaluation</span> under Choice Based Credit and Grading System (CBCS) for UG programs is applicable from the A.Y. 2022-2023 progressively. • At the end of every semester, a student will be awarded a grade based on his/her performance in examination and/or assignments in every course registered by him/her. The college will adopt 10-point as recommended by UGC and adopted by MU.
- **Following Ordinances were proposed**

O.299 : Candidate shall be eligible for the award of maximum 10 grace marks, wherever necessary in addition to the mark secured in each head of passing for participation in any one of the activities like Sports, NCC, NSS, DLLE

Regulation 8917 : As per R. 8917, a learner who does not appear in some or all the courses on medical grounds or for representing the college/ University in Sports, cultural activities, activities of NSS, NCC or Sports training camps or for any other reason which is considered valid under exceptional circumstances and to the satisfaction of the Principal or Head of the institution is eligible to appear for additional examination**.**

- Results would be declared **within 45 days** from the date of the exams

**(c) Proposed Additional Credits under Autonomy**

Minimum of 6 Additional credits for UG Programme (120+6) and minimum 4 Additional credits for PG Programme (96/100 + 8)

● These Credits could be earned from both Co-Curricular activities credit (CCC) and Extra-curricular activities credit (ECC).

● For UG - Minimum 4 Additional credits out of the total requirement of 6 credits have to be from CCC, while there is no upper limit on the same.

● Minimum of 4 Additional credits for PG Programme (96/100 + 8)

● Minimum 2 credits have to be from CCC, while there is no upper limit on the same.

● Student can earn as many additional credits as they can which will be mentioned in their mark sheets.

College will conduct add-on courses for additional credits and also give credit for MOOC through various platforms like SWAYAM, NPTEL, Coursera etc… after approval of respective departments.

**Suggestions**

➢ Dr. A. Subramanian (Kumar) suggested to include Internships, Field visits for Final Year Students to improve job prospectus.

➢ Dr. Rajendra Shinde opined that Syllabi have to be presented with proper accounting of no. of lectures and no. of credits per paper.

➢ Dr. Avinash Kale suggested to include 'Gender Sensitization and Multiculturalism' in the Syllabus of Sociology and include case studies for the same.

➢ Mr. Balaji Ramadurai suggested that more Project Work be given to the students by co-relating the syllabus to relevant topics and have options to choose courses across faculty.

➢ Mr. Sunil Gwalani suggested to change the entire one unit on presentation skills and include email etiquettes, concepts of smart board, non-verbal body language, use of graphics/animation in presentation.

➤ Dr. Kiran Mangaonkar, University Nominee, suggested that it would be ideal to have 12 additional credits in addition to University Credits for UG Courses under CBCS in accordance with New Education Policy 2020, which was accepted by all.

**Resolution 1 (a)** It was resolved that the Syllabi of 17 Undergraduate Departments i.e. (1) Physics (2) Chemistry (3) Microbiology (4) Mathematics (5) Accountancy (6) Commerce (7) Economics (8) Sociology (9) Psychology (10) Management Studies (11) Mass Media and Communication (12) Banking & Insurance (13) Financial Markets (14) Accounting & Finance (15) Computer Science (16) Information Technology (17) Biotechnology along with core subject of Foundation Course and Hindi.  4 Post Graduate Department i.e. (1) Chemistry (2) Microbiology (3) Psychology & (4) Accountancy was scrutinized and unanimously passed.

The Syllabi for ancillary subject of Business Communication and Communication Skill was passed after modifications.

**Resolution 1 (b)**

The Examination Pattern  was approved by the Committee Members

**Resolution 1 (c)**

The credit structure with following changes was approved   with following criteria was approved by the members.

- Minimum of 12 Additional credits for UG Programme (120+12)

- These Credits could be earned from both Co-Curricular activities credit (CCC) and Extra-curricular activities credit (ECC).

- For UG - Minimum 6 Additional credits out of the total requirement of 12 credits have to be from CCC, while there is no upper limit on the same.

- Minimum of 8 Additional credits for PG Programme (96/100 + 8)

- Minimum 4 credits have to be from CCC, while there is no upper limit on the same.

- Student can earn as many additional credits as they can which will be mentioned in their mark sheets.

- College will conduct add-on courses for additional credits and also give credit for MOOC through various platforms like SWAYAM, NPTEL, Coursera etc… after approval of respective departments

**Agenda Item No. 2:** To approve and make regulations regarding the admission of students to different programmes of study in the college keeping in view the policy of the Government.

The Chairperson proposed the increase intake considering the demand for the following courses:

- ➢ M.Sc. Microbiology from 10 to 30
- ➢ M.Sc. Analytical Chemistry from 10 to 40

The Chairperson shared that the management wants to discontinue courses having intake less than 50% for last five years. These courses include TYB.Sc. (Mathematics), M.Com. (Business Management) and M.A. (PR)

**Resolution No. 2 :** It was decided unanimously to continue the admission procedure as guided by the State Government and University of Mumbai from time to time.

Academic Council Members approved the additional intake and discontinuation of courses in principle and suggested to report the same to the parent university.

**Agenda Item No. 3:** To approve and make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.

**Resolution No. 3:** It was Resolved that the regulations w.r.t. Sports, Extra-curricular activities and proper maintenance and functioning of playgrounds and hostels are approved as per the Appendix – 1.

**Agenda Item No. 4:** To approve and recommend to the Governing Body proposals for the institution of New Programmes of Study under Autonomy.

The following Autonomous Courses proposed by the Chairperson were tabled:

(1) Bachelor of Business Administration (Intake 120).
(2) B. Com. (E-Commerce) (Intake 60).
(3) B.Com. (Finance) (Intake 60)
(4) B.Sc. (Data Science & Data Analytics) (Intake 60)
(5) Master of Public Policy and Administration. (Intake 60)
(6) P.G. Diploma in Medical Laboratory Technology. (Intake 35)

**Suggestions**

- ➢ Dr. Rajendra Shinde, University Nominee suggested that the nomenclature of the Master's in Public Policy and Administration as per UGC should be Masters of Arts in Public Policy and Administration. He also suggested that P.G. Diploma in Medical Laboratory Technology should be for 60 Credits.
- ➢ The E-Commerce Course should also focus on Entrepreneurship. Emphasis on Marketing and Research Methodology should be enhanced.

> ➤ The Academic Council Members suggested to maximize the exposure w.r.t. Industry through Live Projects, Internships and Expert Lectures.

**Resolution No. 4 (A):** It was Resolved that the following Autonomous Courses proposed by the Chairperson were scrutinized and passed by the Council unanimously.

(1) Bachelor of Business Administration. (Intake 120)
(2) B. Com (E-Commerce). (Intake 60)
(3) B.Com. (Finance) (Intake 60)
(4) B.Sc. (Data Science & Data Analytics) (Intake 60)
(5) Master of Arts (Public Policy and Administration). (Intake 60)
(6) P.G. Diploma in Medical Laboratory Technology. (Intake 35)

The Syllabi for 10 Subject Specific Add on Courses and 10 General (Open for All) Courses to be conducted were tabled. These courses would help students earn additional credits in addition to the online courses available on Coursera, Swayam, NPTEL etc.

**Subject Specific /Discipline Specific Courses:**

1. Capacity building course in Physics
2. NISM XII – Financial Markets Foundation
3. NISM VA – Mutual Fund Distributor module
4. Molecular Biology
5. International Financial Reporting Standards
6. Behavioural Economics
7. Developing Web Applications using Flask
8. Basic Techniques in Animal Tissue Culture
9. Chemistry Enrichment Program
10. Pharmaceutical Microbiology

**Courses Open for All**
1. Certificate Course in Event Management
2. Online Tools and Techniques for Research
3. Algorithms and Applications
4. Basic Course in Statistics    with R programming
5. Data Visualization
6. Fundamentals of Banking & Insurance
7. Financial Accounting
8. Basics of Accountancy and Taxation
9. Excel for All
10. Use of MS-Excel in Statistical Analysis

**Resolution No. 4 (B):** It was further Resolved that the above Add on Courses proposed by the Chairperson were scrutinized and passed by the Council unanimously.

**Agenda Item No. 5:** To approve and recommend to the Governing Body institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same.

**Resolution No. 5 :** College proposed to continue the existing Scholarships, Prizes and Medals, the same was approved by the Committee Members.

**Agenda Item No. 6:** To advise the Governing Body on suggestions(s) pertaining to academic affairs made by it.

The Members suggested that College should consider introducing four year UG Programme as recommended in New Education Policy 2020.

Appoint qualified staff for smooth functioning of the college.

**Resolution No. 6:** It was resolved that the college will introduce four year UG program and NEP after the guidelines received from the affiliating university.

The college has already initiated the procedure for new appointments.

**AOB:**

1. The Academic Calendar for 2022 – 23 was presented for approval of the Academic Council Members.

**RESOLVED:** Academic Calendar for 2022 – 23 was presented and approved by the Academic Council Committee Members as in Appendix 2, Also the members allowed changes as per the guidelines of the university.

The Meeting was concluded with a formal vote of thanks to the external members for their valuable suggestions and contributions for the progress of V.E.S. College of Arts, Science & Commerce under the 'Autonomous Status'.