

**Vivekanand Education Society's College of
Arts, Science & Commerce(Autonomous)**

**Department of Computer Science
Minutes of the 1st BOS Meeting**

The first meeting of BOS of the Computer Science Department was held on 18th December 2021 between 11 am to 1.30 pm. The following members were present for the meeting -

1. Chairperson (HOD / Coordinator) : Mr. Kamlakar Bhopatkar
2. University Nominee:
Dr. Rasika Mallya, Associate Director, DESs NMITD, Mumbai
3. External Subject Expert Member:
 - a. Dr. Rakhi Gupta, Coordinator, IT Department, KC College, HSNC University, Mumbai
 - b. Dr. Sumedha Sirsikar, Associate Professor, School of Computer Engineering and Technology, Dr. Vishwanath Karad MIT WPU, Pune
4. Subject Expert (R&D/ Industry) :
Mr. Ranjeet Salunkhe, Mobile Technical Architect, Capgemini India Pvt Ltd,
5. PG Alumnus :
Ms. Rameswari Selvaraj, Manager, Deloitte India LLP
6. The entire faculty of each specialization:
 - i. Dr. Madhavi Vaidya
 - ii. Mr. Sujit Chavan
 - iii. Ms. Laxmi Tiwari
 - iv. Ms. Neha Narne
 - v. Ms. Rajashree Date
7. Special Invitee - Ms Sneha Hariharan, Deputy Manager, Deloitte

The agenda was planned with the following agenda -

1. Welcome and Introduction of all the BOS members.
2. To discuss and approve the Syllabus.
3. To discuss and approve the Scheme of Course Evaluation.
4. To discuss and approve suggested techniques for Continuous Internal Evaluation. 5. To discuss and approve Question Paper Pattern (For Theory & Practical).
6. To discuss and approve the list of Examiners and Moderators for the assessment of the End Semester Exam.
7. To discuss methodologies for innovative teaching and evaluation techniques.
8. Any other matter with the permission of the chair.

The proceedings of the meeting along with the resolutions adopted are as follows -

Agenda 1 - Welcome and Introduction of all the BOS members.

Mr. Kamlakar Bhopatkar welcomed and gave a brief introduction of all the members.

Agenda 2 - To discuss and approve the Syllabus.

(i) Mr. Kamlakar Bhopatkar discussed the new FYBSc Computer Science Syllabus of 2021-22 and its scheme of evaluation. He mentioned that the new proposed syllabus of our department contains maximum 20% changes in some of the papers with no change in some of the papers. He also mentioned that in future, the department would make changes(if required) in SY/TY syllabi as the new syllabi are designed by the University of Mumbai. At the outset, Dr Rakhi Gupta suggested in general to include some new topics/case studies/project components/hands-on-practice etc in the autonomy syllabus. It was followed by paper-wise presentations by the staff members.

(ii) The proposed syllabus paper presentations and the changes(if any) are as follows -

Sr. No.	Paper Title	Teacher Name	Proposed Changes	Comments
Semester I				
1	Digital Systems & Architecture	Ms. Laxmi Tiwari	Number System topic added in unit 1	
2	Introduction to Programming with Python	Dr. Madhavi Vaidya	Operators topic shifted to unit1 from unit 2	Dr Rakhi Madam- Python-based mini project can be added somewhere in the theory or the practical, the discussion conducted to implement the concept of PBL(Project Based Learning) Dr. Sumedha Madam - Lambda function topic can be difficult in this semester, it can be shifted to next semester
3	LINUX Operating System	Ms. Rajashree Date	Basic Script Building and Using Structured Commands topics shifted from unit 3 to unit 2 Linux Networking and Security Topics shifted from unit 2 to unit	

			3.	
4	Open Source Technologies	Ms. Neha Narne	Shared Software and Shared Resources topic added in Unit 1	
5	Discrete Mathematics	Mr. Sujit Chavan	No change	
6	Descriptive Statistics	Mr. Sujit Chavan	No change	
7	Soft Skills	Ms. Sneha Hariharan	<p>Topics Removed - Unit 1(Physical fitness, Meaning and Theories of Motivation, Correlation between Values and Behavior), Unit 2(Communication Skills: Spoken English, Phonetics, Accent, Intonation , Scannable Resume, Background Information), Unit 3 (Major Negotiation Concepts)</p> <p>New Topics Added - Unit 2(Writing emails effectively : Components of an email and their function, do's and don'ts of email writing, tips to manage mailboxes and communicate effectively), Unit 3(Holistic Well-being for young adults: Time Management, Goal Setting, Physical and Mental well-being)</p>	<p>Dr. Rakhi Madam- Something related to formal letter/emails writing can be added in the syllabus</p> <p>Dr. Sumedha Madam - Topics related to making online resumes can be added.</p>
Semester II				
1	Design & Analysis of Algorithms	Ms. Neha Narne	No Change	
2	Advanced Python Programming	Dr. Madhavi Vaidya	<p>Unit 2 - Names of Widgets(Label, Entry, ComboBox, Button, Spin, Message, Checkbox etc) were added,</p> <p>Unit 3 - The scope of OOPs topic was reduced to - OOPs in python:Introduction to Object</p>	Dr. Rakhi Madam - A mini-project covering implementation of all the concepts step-by-step can be included.

			<p>Oriented Programming in Python, Python Classes and Objects, Declaring Objects, self, __init__ method, Class and Instance Variables, Constructors in Python Destructors in Python, Class or Static Variables in Python, Inheritance in Python, Types of inheritance in Python</p> <p>Scope of Threads topic was reduced to - Threads in python: Difference between process and thread, types of threads, benefits of threads, creating threads, single tasking and multitasking</p> <p>New Topic Added - Pandas - Data structures related to Pandas, Series, Dataframes, To create a data series using Pandas, To create data frames using pandas, Visualization using Pandas.</p>	
3	Introduction to OOPs using C++	Ms. Laxmi Tiwari	No Change	
4	Database Systems	Ms. Rajashree Date	<p>Topics removed from Unit 1 - with integrity constraints – primary key, default, check, not null</p> <p>Topics added in unit 3 - Sequence (Creating Sequence, Using Sequence in SQL Query)</p>	Dr. Sumedha Madam - A Project covering all the concepts can be given to the students. In general, practicals can be taught in the form of Project Based Learning.
5	Calculus	Mr. Sujit Chavan	No Change	
6	Statistical Methods	Mr. Sujit Chavan	No Change	
7	E-Commerce & Digital Marketing	Mr. Kamlakar Bhopatkar	No Change	

Dr Rasika Madam expressed that the overall syllabus seemed quite comprehensive and she agrees to the suggestions given by Dr. Rakhi Madam and Dr Sumedha Madam. Mr Kamlakar on behalf of all the members mentioned that he would incorporate the suggestions and minor corrections(if any) to prepare the final copy.

Agenda 3 - To discuss and approve the Scheme of Course Evaluation

Agenda 4 - To discuss and approve suggested techniques for Continuous Internal Evaluation

Agenda 5 - To discuss and approve Question Paper Pattern (For Theory & Practical)

Mr. Kamlakar covered all the three points using one presentation file as the points were related to each other. The department has decided to go with the scheme of evaluation given in the current FYBSc Computer Science Syllabus which is as follows -

I. Internal Evaluation for Theory Courses – 25 Marks

(i) Mid-Term Class Test– 15 Marks

- It should be conducted using any learning management system such as Moodle (Modular object-oriented dynamic learning environment)
- The test should have 15 MCQ's which should be solved in a time duration of 30 minutes.

(ii) Assignment / Presentations – 10 Marks(Minimum 5 hours of work)

- Assignment - Any subject-related work in soft copy format comprising of case study, solutions to multiple challenging problems beyond journal, study and review of published research paper from a reputed journal
- Presentation - Any subject-related work(can be done in a group) comprising of mini-project , explaining topics beyond syllabus, presenting any subject-related topic into innovative way(like skit or video)
- Proof of the assignment/presentation should be maintained.

II. External Examination for Theory Courses – 75 Marks

Duration: 2.5 Hours

Theory question paper pattern:

All questions shall be compulsory with internal choice within the questions. Each Question may be subdivided into sub-questions as a, b, c, d, etc. & the allocation of Marks depends on the weightage of the topic.

All questions are compulsory.			
Question	Based on	Options	Marks
Q.1	Unit I	Any 4 out of 6	20
Q.2	Unit II	Any 4 out of 6	20
Q.3	Unit III	Any 4 out of 6	20
Q.4	Unit I,II and III	Any 5 out of 6	15

III. Practical Examination – 50 Marks

Each core subject carries 50 Marks

40 marks + 05 marks (journal) + 05 marks (viva)

Duration: 2 Hours for each practical course.

- Minimum 80% practical from each core subjects are required to be completed.
- Certified Journal is compulsory for appearing at the time of Practical Exam
- The final submission and evaluation of journals in electronic form using a Learning Management System / Platform can be promoted by college.
- For TYBSc Examinations, one external from nearby college should be present

IV . Additional Credits (2 credits per year , 1 per semester)

As proposed at the college level, each student is supposed to acquire two additional credits per year indicating approx. 1 credit per year (where 1 credit means minimum 15 hours of work). The teachers proposed that the department would like to assign credits for their work in the field of computer science technology in any one of the following -

- A Certificate course beyond syllabus

- A research paper presentation/publication
- Contribution in Department activities like TecKnow Magazine / VIHAAN
- Participation & Presentation in Software Development Competition
- Internship

Suggestions given by -

- Dr. Rasika Mallya -
 - (i) Additional Credits can also be given to Technical Article written in the form of white paper,
 - (ii) Innovative ideas implemented in projects can also be given credits.
- Dr Rakhi Gupta -
 - (i) A mini-project(PBL) can be implemented in a group and can be assigned credits to the same.
- Dr. Sumedha Sirsikar -
 - (i) For each point related to assigning credits for additional work, an SOP/Policy document should be made to avoid confusions(like how to include them in grade card, maximum credits to be given etc) in evaluations.
 - (ii) For these credit evaluation schemes/ policies/SOPs , approval of the Academic Council /Examination Committee is also needed.

Some of these points would be incorporated in the syllabus whereas decisions with respect to some points would be finalized after the meetings with the Academic Council/Examination Committee.

Agenda 6 - To discuss and approve the list of Examiners and Moderators for the assessment of the End Semester Exam.

Mr. Kamlakar shared that following have been proposed at college level and the department would like to adapt the same -

- (i) No moderators for Theory Examinations
- (ii) One External from nearby colleges for TY Practical Examinations

This was passed without any query.

Agenda 7 - To discuss methodologies for innovative teaching and evaluation techniques.

Regarding this agenda, some points got covered in the previous agendas. The Department also shared the various types of add-on/online courses that it would like to offer the students such as -

Course Name	Duration (in hrs)	Type	Target Audience	Cost	Who will conduct
Excel	15-20	Online	Anyone	To be decided	Mr. Kamlakar
Aptitude Test Preparation	15	Online	SY	To be decided	Mr Sujit
Tableau	20	Online	SY/TY	To be decided	To be decided
Flask	30	Online	SY+TY	2000	Mr. Ignatius
Graphic Designing	15	Online	Any	As mentioned in the site	Udemy Course Link
Cross Platform Mobile App Development (Cordova/ Flutter/ React NativE)	33 or 42	Online	SY + TY	As mentioned in the site	ATS Infotech / Udemy Online Course Link
Soft Skill / English Communication /				As mentioned in the site	Courses on Udemy or other universities

The Conduct of these add-on / online courses would depend on -

- Inclusion of technologies in the syllabus itself
- Latest trends in the technology
- Availability of Labs / External Expertise
- Cost
- Feasibility of the course depending on number of students
- Collaboration with other departments like IT

Although the idea and titles of the courses were approved, the experts suggested to get all the courses, structure, evaluation scheme etc approved in the Academic Council. In addition, the experts gave following suggestions -

1. By Dr. Rakhi Gupta - Add-On courses on LaTeX, IPR can be introduce
2. By Ms. Rameshwari Selvaraj - Seminars on Cyber Awareness, Add-On/Online courses on Security, Google Analytics, AWS can be offered to the students
3. By Mr. Ranjeet Salunkhe - Add-on/Online courses on Data Analytics, Mobile Technologies can be introduced

Agenda 8 - Any other matter with the permission of the chair.

None

The meeting ended with a vote of thanks by the chairman.