



MINUTES
OF
28th ACADEMIC COUNCIL MEETING

Date: Thursday, 18th September 2025

Time: 02.30 P.M.

Venue: Conference Hall, East Campus

Bijsu
Chairman
Academic Council
S.H.College (Autonomous)
Thevara, Kochi-682013

Agenda	
Item No	Items
	Prayer
	Leave of absence
	Welcome
	Reporting of the college activities -Principal
1	Minutes of the meeting of the Academic Council held on 07.03.2025 and discussion on items arising out of the minutes.
2	Amendment(No.2) to FYUGP Regulations
3	Revision of College Examination Manual
4	Note of the Board of Studies in English
5	Note of the Board of Studies in Physics
6	Note of the Board of Studies in Sociology
7	Note of the Board of Studies in Management Studies
8	Note of the Board of Studies in Economics
9	Note of the Board of Studies in Aquaculture and Fish Processing
10	Nomination of Experts to the Boards of Studies in Social Work
11	Other matters, if any, with the consent of the chair

S.No.	Name
1	Dr. C. S. Biju (Principal)
2	Fr.(Dr.) Joseph Varghese CMI
3	Dr. Deepu George
4	Dr. Jacob Joseph.
5	Cmde. N Anil Joseph
6	Dr. Franklin J
7	Dr. C.S Francis

- 8 Dr. Aravind R Nair
- 9 Dr. Jinu George
- 10 Dr. Midhun Dominic C.D
- 11 Dr. Anu Thottapilly
- 12 Mr. Ebin P.J.
- 13 Dr. Vinil K.V.
- 14 Dr. Sanu Varghese
- 15 Ms. Achamma Cherian
- 16 Dr. Sibi Abraham
- 17 Mr. Jeet Kurian Mattom
- 18 DR. Jimmy Sebastian
- 19 Mr. Sanjose A Thomas
- 20 Dr. Lakshmi Priya R
- 21 Dr. Mohandas M
- 22 Mr. Babu Joseph
- 23 Mr. Kishore Kumar P
- 24 Mr. Raghunandan C
- 25 Fr. (Dr.) Joseph M.K.
- 26 Mr. Bijo N Mathew
- 27 Dr. Vishnuraj P
- 28 Fr. Tomy P.P.
- 29 Dr. James T.J.

- 30 Dr. Ignatious Abraham
- 31 Sekhar Pankajakshan
- 32 Francis Xavier T.S.
- 33 Dr. Cyriac Antony
- 34 Dr. Jeenu Kurian (Secretary)

Prayer: The meeting started at 2.30 PM with a silent prayer.

Leave of absence : Dr. Krishnan Unni Polakulath, C.A Vivek Krishna Govind, Dr. Keerthi T.R., Dr. K. Jayachandran, Dr. P.S. Radhakrishnan and Dr. Viju Jacob,

Welcome: Principal, Dr. Biju C.S. welcomed all the members to the meeting. He introduced the newly appointed secretary of the Academic Council, Dr. Jeenu Kurian and thanked the former secretary, Dr. June Cyriac for her sincere work as the secretary of the Academic Council for the last four years. He also introduced the new Deans and new heads of departments.

Reporting of the college activities – Principal

Principal, Dr. Biju C.S. informed the meeting the following:

- Our college placed in the 44th position in NIRF ranking and 3rd position in Kerala
- The college bagged the third position in the M.G. University Youth Festival
- Two new programmes, namely BSW(Hons) and MSc Psychology started in this academic year
- Created a history in students enrolment with 3690 students in the roll.
- College was selected as the best sports college by the MG University
- The number of Phd^s produced crossed the milestone 150
- College Union Election conducted very smoothly

The Academic Council congratulated the Management, Principal, Staff and students for being the 3rd in the NIRF ranking, the the University Youth Festival and the best sports college under the Mahatma Gandhi University.

Agenda Item No.1: Minutes (already circulated) of the meeting of the Academic Council held on 07.03.2025 and discussion on items arising out of the minutes.

The Academic Council approved the minutes of the meeting held on 07.03.2025

Agenda Item No.2: Amendment (No.2) to FYUGP Regulations

The Academic Council of the college in its meeting held on 18th March 2024 approved regulations for the Four Year Under Graduate (Honours) Programmes (FYUGP) offered in the college. In the regulations, grading of the Cumulative Grade Point Average(CGPA) is not clearly mentioned. So, the following grading pattern is proposed and shall be added (under the head 'computation of SGPA and CGPA') **as clause no. vi** (in page 28) to the {SHC-UGP (Honours)} Regulations 2024. CGPA shall be computed only when a student earns either 133 credits (for three-year degree) or 177 credits (for Honours degree). A student earns the credit of a course only if the grade point obtained in the examination/assessment of the course is at least 4. **If a course evaluation consists of both theory and practical components, the minimum pass criteria for each component must be met separately.**

SGPA/CGPA	Letter Grade	Class
9.5 and above	O (Outstanding)	

8.5 and above but below 9.5	A+ (Excellent)	First Class with Distinction
7.5 and above but below 8.5	A (Very Good)	
6.5 and above but below 7.5	B+ (Good)	First Class
5.5 and above but below 6.5	B (Above Average)	
4.5 and above but below 5.5	C (Average)	Second Class
3.5 and above but below 4.5	P (Pass)	Third Class
Below 3.5	F (Fail)	Fail
Absent	Ab	Fail

The CGPA can be converted to the equivalent percentage of marks by simply multiplying the CGPA by 10.

The Academic Council approved the amendments made to the {SHC-UGP (Honours)} Regulations 2024

Agenda Item No. 3: Revision of College Examination Manual

The Examination Manual of the College was first published in May 2014 by the Controller of Examinations. This edition was revised with minor modifications in 2021. Since the college has introduced the Four Year Honours Degree programmes from 2024 onwards, it has become essential to revise the college manual as per the regulations of the Four Year Under Graduate Programmes (FYUGP). Accordingly, we have revised the college manual by including a new chapter on the conduct of FYUGP examinations. A few other minor modifications are also made from the 2021 edition.

The Academic Council approved the revised 2025 Edition of the College Examination Manual

Agenda Item No. 4: Note of the Board of Studies in English

The Academic Council meeting held on 13.06. 2024 approved the syllabus of the Four-Year Undergraduate (Honours) programme in English. Later, owing to the stipulations made by the Higher Education Council as well as Mahatma Gandhi University and the practical difficulties faced in transacting certain texts in the classroom, changes to certain course modules became essential. The Board of Studies in English held on 11th August 2025 discussed them in detail and recommended the following changes:

- The Board recommended the replacement of two prescribed texts in FYUGP Semester 3 VAC Course – (24UENGVAC201)- Reading the Nation: Nationalism, Human Rights, Gender, and Sustainability
- **Module 1:** Replace “*Secularism, Nationalism and Modernity*” by Akeel Bilgrami with “*Idea of India*” by Shashi Tharoor.
- **Module 2:** Replace “*Nationalism, Minority Rights and the Public Sphere: The Terms of an Emerging Discourse*” by Tanweer Fazal with the *Foreword to the Oxford India Anthology of Malayalam Dalit Writing* by M. Dasan.
- Suggested replacing the film *Aavasavyuham* (Semester 3, Minor Course *Appreciating Cinema*) with *The Elephant Whisperers*.
- **Approval of MDC Course (24UENGMDC202) – Knowledge Systems of Kerala**
The Board granted notional approval for Semester 3 MDC course *Knowledge Systems of Kerala*.
- **Title Change Proposal**
Board of Studies recommended renaming the FYUGP programme at the East Campus as **BA (Hons) English and Strategic Digital Communication**.

The Academic Council approved the above proposals except the title change proposal of the Board of Studies in English. The title of the Self Financing programme will be continued as BA (Hons) English. The specialisation ‘New Media’ may be added as and when the University permits.

Agenda Item No. 5: Note of the Board of Studies in Physics

The BoS meeting held on 11th August 2025 decided the following

(i) Offer in the Basic Electronics course in semester IV to enhance students' practical skills and foundational knowledge in electronics.

(ii) The course Basic Electronics and Electricity (200 -299) from the DSC Minor pathway is placed in the basket list of Semester IV of DSE instead of the course Computational Physics using C++ (200 -299) retaining the course code as 24UPHYDSE205.

(iii) The course Computational Physics using C++ (200 -299) is placed in the basket list of DSC Minor pathway of Semester IV retaining the course code as 24UPHYDSC206

(iv) Examination Pattern – Maximum two written exams as a part of internal evaluation

A decision was taken to decrease the number of exams as a part of internal evaluation in each semester. A maximum of only two written examinations per course will be conducted per semester. Only one written exam is permitted for Formative Assessment (FA) for each course.

Any number of FA in other modes (seminar, viva, assignment etc) are allowed. Only one SA examination will be held per course per semester.

(v) Regulation of Internships: Student Internship must be with Department approved agencies or Institutes. A copy of each student's internship completion certificate must be retained by the department through the respective course teachers.

The Academic Council approved the above proposals

Agenda Item No. 6: Note of the Board of Studies in Sociology

The BoS meeting of Sociology reviewed the existing syllabus and made the following decisions:

1. In the Ist Semester of the FYUGP syllabus, the IVth module of the course 'Invitation to Sociology' may be replaced by the topic 'The Emergence of Sociology in India'.
2. Decided to make more clarity to the topics and subtopics of both papers of the 3rd Semester especially with regard to the DSC course 'Sociology of Environment'
3. The Course 'Sociology of Environment' of the IIIrd SEM should be taught with more brevity. The area of Sustainable development should be emphasised in this course.
4. Decision has been also taken to introduce a course on 'Human Resource Management' as VAC.

The Academic Council approved the above proposals

Agenda Item No. 7: Note of the Board of Studies in Management Studies

The Department of Management Studies conducted its Board of Studies meeting on 18th August 2025, during which discussions were held regarding the emerging job opportunities and the rapid expansion of industries within India and abroad.

In view of the growing relevance of the logistics and supply chain sector, the BoS proposed a new BBA Programme in Logistics and Supply Chain Management. The BoS further recommended the following points to strengthen the proposed programme:

1. The programme should be designed in collaboration with industries, ensuring direct exposure and alignment with professional practices.
2. All students should undergo a six-month internship cum project work during their final semester, providing hands-on experience in real-world business environments.
3. The curriculum should consist of latest, industry-oriented, and technologically relevant courses, updated regularly to match global trends and industry needs.

The BoS also proposed to start a certificate course, namely, Post Graduate Certificate in Management with specialisation in Business Analytics abbreviated as PGCM (Business Analytics). The duration of the course shall be two semesters and the total credit shall be 40. Any Graduate can join for the course. The course structure is as follows.

Semester I

No.	Name of the course	Duration	Credits
1	Python Programming	60 Hours	4
2	RDBMS	60 Hours	4
3	Artificial Intelligence	60 Hours	4
4	Introduction to Business analytics with Excel	60 Hours	4
	Total	240 Hours	16

Semester II

No.	Name of the course	Duration	Credits
1	Business Intelligence using IBM Cognos	60 Hours	4
2	Predictive Modeler using IBM SPSS Modeler	60 Hours	4
3	Text Analytics	60 Hours	4

4	Business Intelligence and Data Visualisation using Power BI	60 Hours	4
5	Capstone Project		8
	Total	240 Hours	24

The Academic Council decided to recommend the proposals to the Governing Body

Agenda Item No. 8: Note of the Board of Studies in Economics

The Board of Studies in Economics, held on 14/08/2025, proposed the introduction of a Skill Enhancement Certificate Course titled “Econometric Analysis using Python & R.” The proposed course will be at the 300-level, carrying 3 credits, and will comprise 30 hours of theory and 30 hours of practical sessions.

The BoS also proposed to appoint Dr Sanjay Kumar, Co-Director, CEU’s University Access and Preparatory Programmes, Central European University, Vienna, Austria, as Visiting Professor of Academic Writing at Sacred Heart College (Autonomous), Thevara.

The Academic Council approved the proposals

Agenda Item No.9: Note of the Board of Studies in Aquaculture and Fish Processing

At present, the department of Aquaculture and Fish Processing offers two PG programmes, one aided and one self-financing, with the same syllabus. In the National Education policy (NEP), as more importance is given to UG (Honours) programmes than the two-year PG programmes, the BoS proposes a new programme, namely, **BSc(Hons) Aquaculture** by ceasing the self-financing MSc programme in Aquaculture and Fish Processing. The MG University syllabus may be taken as the syllabus of the new programme.

The Academic Council decided to recommend the proposal to the Governing Body

Agenda Item No. 10: Nomination of Experts to the Boards of Studies in Social Work

As we have started the BSW programme from this academic year, two experts are to be nominated to the Board of Studies (BoS) in Social Work by the Academic Council of the College. It is proposed to nominate the following persons as nominees of the Academic Council to the BoS in Social Work.

1. Dr. Francina P X Assistant Professor & HOD Department of Social Work Loyola College of Social Sciences, Thiruvananthapuram- 695017	2. Dr. Treesa. T. Pulickal, Assistant Professor, Dept. of Social Work, Vimala College, Thrissur- 09
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The Academic Council approved the above proposals

Agenda Item No.11: Other matters, if any, with the consent of the chair.

Dr. P Vishnuraj sought the permission of the Academic Council for offering the MDC courses (under FYUGP) of the additional languages as directed by the University.

The Academic Council approved the above proposals

As there was no other matter proposed by the members, the meeting was concluded by 4.30 PM after the vote of thanks by Dr. Jeena Kurian, Secretary of the Academic Council.


Chairman
Academic Council
S.H.College (Autonomous)
Thevara Kochi-682012

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