



## **ACADEMIC COUNCIL MEETING**

**Date: July 28, 2017 Friday 3 30 pm.**

**Venue: Hadrian Hall**

**Minutes of the Meeting**

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE ACADEMIC COUNCIL - July 28, 2017 Friday 3:30 PM.	
Venue: Hadrian Hall	
Minutes of the Meeting	
ITEM No.	SUBJECT
	Remarks by the Chairman
1	Minutes of the meeting of Academic Council held on 31.01.2017 & discussion on items arising out of the minutes.
2	Curriculum Revision and Development, UG, PG Programmes
2.1	Note of the Board of Studies in Aquaculture
2.2	Note of the Board of Studies in Botany
2.3	Note of the Board of Studies in Chemistry
2.4	Note of the Board of Studies in Computer Science
2.5	Note of the Board of Studies in Commerce
2.6	Note of the Board of Studies in Communication
2.7	Note of the Board of Studies in Economics
2.8	Note of the Board of Studies in English
2.9	Note of the Board of Studies in Environmental Science
2.10	Note of the Board of Studies in Hindi
2.11	Note of the Board of Studies in Mathematics
2.12	Note of the Board of studies in Physics
2.13	Note of the Board of Studies in Sociology
3	Examinations: Amendment to the Revaluation Regulation
4	Marginal increase in the number of Seats for various UG and PG programme
5	Introduction of Core course in Environmental Science, Human Rights and Constitution of India in the UG Programme
6	Other matters, if any, with the consent of the chair

## MINUTES OF THE ACADEMIC COUNCIL MEETING, July 28<sup>th</sup> 2017

Venue Hadrian Hall: Time 3 00 pm

AC – 9 July 28, Friday, 2017

Prayer

Leave of absence

Dr. Fr. George Pittappilly CMI, Arch. Sebastian Jose

### Chairman's remarks

Chairman presented the status of autonomy at the end of 3 years:

- (i) UG curriculum revised in 2015
- (ii) PG curriculum revised in 2016
- (iii) New programmes introduced – 2015 M. Phil in Commerce, Economics, Physics & M.A. in Sociology. 2016 – M.A. Digital Animation; M.Sc Environmental Science; BBA & BCA.
- (iv) Exams were held as scheduled and Results were brought out in time
- (v) New initiatives – first college to introduce the mandatory Environment Science Course; Introduced Service Learning as a mandatory additional course. A few departments introduced compulsory internships.
- (vi) Research deanery established and research at all levels made more rigorous.
- (vii) New space for exam management developed.

Constraints Faced – Severe constraints on account of lack of support from the university coupled with very many prohibitive and restrictive measures. The latest in the series has been that of not releasing the degree certificates of the students who have completed the UG & PG programme on the basis of not having informed of the minor adaptations the college had made to the regulations regarding the various programmes while adopting the university syllabus. This is being presented as a major deviation/error. The college has approached the court as there was no communication from the part of the university for almost 8 months since presenting the results.

In the light of the presentation by the Principal (Chairman), it was decided that a resolution regarding the present crisis on account of not releasing the degree certificates be passed as below:

The Academic Council which met on July 28, 2017 on being apprised of the crisis of degree certificates not being issued scrutinized its decisions in this regard. It was found that the first AC of Oct. 14, 2014 had resolved to adapt MGU syllabus and curriculum of 2009 (the one then available on the website), with adoption of the changed pattern of direct to indirect grading in UG programmes. It was further decided to have the same pattern applied to all PG (Master's programmes) as well.

It has been appraised that the crisis is on account of the fact of not having intimated the University of these decisions. However, the AC is of the opinion that the changes introduced are neither substantial, nor drastic nor unfamiliar to the University as there are/were similar patterns existing at the university level. It also observes that the Autonomy Act (The University Laws – Third Amendment – Act, 2014) as such does not instruct that such changes are to be intimated to the university. Besides, the duly submitted exam manual of the autonomous college, subsequently approved by the University also provides for introduction of such changes to be within the powers of the AC of the college.

**Hence, Academic Council of Sacred Heart College, resolves to urge the university to issue the degree certificates of the various UG, PG and M. Phil programmes without delay, without hampering the progression of eligible students.**

#### **Agenda Item No.1**

##### **Approval of minutes (already circulated)**

The minutes were approved.

#### **Agenda Item No.2**

##### **Curriculum Development (UG & PG Curriculum Revision)**

**Agenda Item 2.1**

**Note of the Board of Studies in Aquaculture – Presentation by the Chairman, Board of Studies in Aquaculture, S H College (Autonomous), Thevara, Kochi,**

**Note to the Academic Council**

The decisions of BoS of Aquaculture meeting held on 22.07.2017 are as follows:

1. Cage Culture: It was resolved to send the post graduate students to Pizhala Matsyagramam to familiarize with the culture practices, both construction and operation of cages.
2. Awareness on certification programmes like Aquaculture Stewardship Council (ASC) may be made available to the students by conducting invited lectures by specialists of SGS, WWF marine wing. The board members have offered assistance in identifying proper experts. This will enable the students to apply for online certification courses that qualify them to become certified assessors.
3. Necessity of incorporating rules and regulations on aquaculture and quality control of aquatic products was emphasized.
4. Revision of syllabus: In the third semester paper entitled P3AQCT09 Culture of Fin fishes, Molluscs and Sea Cucumbers, the title was renamed as “Culture of Inland and Marine Fin fishes, Molluscs and Sea Cucumbers.” The contents of the paper were also rearranged.

**Submitted to the Academic Council for Approval and Ratification.**

Item no. 2 could be done as an add-on programme. Details of such certification may be submitted to the AC.

Item no. 3 & 4 could be introduced in the next revision. Item no. 3 shall be introduced and the area be made part of continuous (internal) assessment, so that the students are not deprived of such vital areas.

## **Agenda Item 2.2**

### **Note of the Board of Studies in Botany – Presentation by the Chairman Board of Studies in Botany, S H College, Thevara, Kochi, (Autonomous)**

#### **BoS in Botany at its meeting held on 22-07-2017 took the following decisions**

1. The Board of Studies in Botany met on 22<sup>nd</sup> July 2017 made detailed discussions mainly on the need and possibilities and challenges of revising the UG syllabus in light of completion of three years after the revision of BSc syllabus. The BoS compared and discussed over the revised syllabus of MG University (effective from 2017 admissions) with that of the BSc Botany, SH college (Autonomous), Thevara (effective from 2015 admissions). BoS is of the suggestion that the existing syllabus of B.Sc. Botany Programme should be revised with effect from 2018 admissions onwards and entrusted various course teachers to come up with suggestions and new modifications on the existing syllabus in comparison with MGU syllabus.
2. The BoS unanimously resolved to suggest a marginal increase in the sanctioned strength by 20% for the UG programme (2018 admissions).

#### **1. Dr. M.S. Francis Best Investigatory Project Award**

Dr. M.S. Francis was a faculty member and Head of the Department of Botany of this college. He served and enriched the College and the department with genuine zeal and sincere commitment. Being the first research centre of the college, Dr. Francis' contribution in the field of research was commendable. In recognition of his love for the institution, the department and research, his research scholars and his family members intend to institute an award in his name. The purpose of the award is to promote quality research among the final year M.Sc. Botany students. It shall be awarded to the best M.Sc. Botany Project every year. The award shall carry a certificate and a cash prize of Rs.2,500/- (Rupees two thousand and five hundred only) during the college day. The corpus fund consists of **Rs.40,000/-** (Rupees Forty thousand only).

## Rules

- (i) The name of the award shall be "**Dr. M.S. Francis Best Investigatory Project Award**".
- (ii) The award shall be given to the Best M.Sc. Project every year.  
The award shall carry a certificate and a cash prize of **Rs.2,500/-** and be given every year during the College Day.
- (iii) The awardee shall be determined by a committee consisting of Two External evaluators and the Head of the Department/ his delegate

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC approved the proposals.**

## Agenda Item 2.3

**Note of the Board of Studies in Chemistry – Presentation by the Chairman, Board of Studies in Chemistry, S H College, Thevara, Kochi, (Autonomous)**

The BoS in Chemistry at its meeting held on 09-03-2017 took the following decisions

- 1. BoS Chemistry: Introduction of New method in Volumetric Analysis for UG Semester 1&2 (Complementary Course)- Approval- reg.**
1. BoS Meeting of Chemistry held on 09<sup>th</sup> March 2017 decided to introduce double burette titration for UG Sem 1&2 Complementary students from 2017 admission onwards. This is in view of reducing the amount of chemicals used so that less pollution. The same method will follow for the Internal and end Semester evaluations. Special workshop will be organized to train the teachers.
2. BOS in Chemistry decided to start a 3 months certificate/diploma course on "Molecular Docking and Drug Design". The details including the syllabus of the course are as follows. This proposal for starting the certificate course is submitting for the approval of the Academic Council of Sacred Heart College (Autonomous Thevara).

### **Molecular Docking and Drug Design**

The 3 month add on/certificate course will be especially valuable to both industrial and academic chemists/biologists who wish to use computer-based methods to enhance the productivity of their research in the fields of organic chemistry, medicinal chemistry, biochemistry, or molecular design for pharmaceutical applications. The relevant medicinal chemistry background and concepts will be presented. While covering the fundamental concepts behind the methods, this course will provide a strong focus on the practical aspects of Computational Chemistry and Computer-Assisted Drug Design. The course instructors will present an overview of approaches for both Ligand and Target Discovery such as Similarity Searching, Pharmacophore Modeling, QSAR, Structure Based Drug Design (Docking and Scoring), Virtual Screening, as well as relevant elements of Bioinformatics (DNA and Protein Sequence and Structure Analysis).

#### **Learning objectives**

At the end of the course, participants are expected to be able to have an idea of

- How to use CADD methods in research.
- Ligand-based Drug Design approaches and examples.
- The impact of Pharmacophore Modeling in drug design.
- Structure-Based Molecular Design approaches and examples.
- Methods and applications of quantitative structure activity relationships (QSAR).
- 3D database search strategies and their applications to molecular design.
- Modern structure-based and de novo molecular design approaches, including most recent developments, such as virtual high-throughput screening, docking and scoring.

#### **Eligibility:**

The course is structured for those who finished the post graduate programs in Chemistry, Biochemistry or Biology. A basic knowledge of physical and organic chemistry is preferable.

## **Syllabus**

**(20 Hrs Theory + 20 Hrs Practical = 40 Hrs - 3 Months Duration)**

**Total Credit = 2)**

**Submitted to the Academic Council for Approval.**

Decisions:

1. Proposal no. 1 was appreciated for adding to the green initiatives of the college.
2. Proposal no. 2 was welcomed and appreciated.
3. Both the proposals were approved by the Academic Council.

### **Agenda Item 2.4**

**Note of the Board of Studies in Computer Science – Presentation by the Chairman, Board of Studies in Computer Science, S H College, Thevara, Kochi, (Autonomous)**

**The BoS in Computer Science at its meeting held on 22-07-2017 took the following decisions**

**The following matters will be considered in the syllabus revision of 2018-19:**

1. To add an elective paper in Data Analytics
2. To include the topics on Hadoop, Cloud Computing, HPC, R Software, Data mining, Data analytics
3. To introduce the new language Python
4. To select real time environment industry, metro control room and ship control room for industry visit.
5. To make mentoring strong
6. To motivate the students to prepare their own webpage, app and add them in their profiles
7. To promote the students to attend the courses of NPTEL or linda.com
8. To invite the teachers for attending the FDP workshop on HPC and Data Science by RSET
9. To try to organize a workshop on HPC and Cloud with support from KSCSTE

10. To motivate the students for attending the workshop on data security in CUSAT
11. To encourage students for doing projects on Computational Statistics or Computational Mathematics

**Submitted to the Academic Council for Approval and Ratification.**

AC observed with appreciation the efforts being taken by the BoS. It is suggested that the sections relevant for approval be placed before the next AC and the rest be briefed for information dissemination.

**Agenda Item 2.5**

**Note of the Board of Studies in Commerce – Presentation by the Chairman Board of Studies in Commerce, S H College, Thevara, Kochi, (Autonomous)**

**BoS in Commerce at its meeting held on 22-07-2017 took the following decisions**

1. UG and PG dissertation work to be completed by 31<sup>st</sup> December every year for enhancing quality of the dissertation work done and to ensure timely completion of the same.
2. Our syllabus vis-a-vis to the M. G. University syllabus is better in terms of paper spread and content wise.
3. New committee for restructuring the 2018-2019 PG, UG and M. Phil syllabus constituted.
4. New external supervising teachers for the M. Phil programme constituted. They are as follows:
  - a) Dr. Tejil Thomas (St. Thomas College, Pala)
  - b) Dr. Suresh V. N (Maharaja's College, Ernakulam)
  - c) Dr. Vineeth K. M (Maharaja's College, Ernakulam)
  - d) Dr. Geetha C. A (Cochin College, Ernakulam)
  - e) Dr. Geetha. M (Cochin College, Ernakulam)
  - f) Dr. Tia Mathews (St. Albert's College, Ernakulam)

**Submitted to the Academic Council for Approval.**

Proposals were approved by the AC.

## **Agenda Item 2.6**

### **Note of the Board of Studies in Communication – Presentation by the Chairman, Board of Studies in Communication, S H College, Thevara, Kochi, (Autonomous)**

Board of Studies in Communication has taken the following decisions.

1. Life skills syllabus (practical) with 72 contact hours- 2 credits was presented, discussed in detail and approved by honorable members. The course content shall be compiled with the already existing University syllabus (introduced in the year 2017) of the first semester theory course in English. The English course credit shall be brought down to 2. The course shall be re-named Life Skills and Communicative Skills in English, and shall be treated as a course having both practical and theory contents with total 4 credits.
2. Board of Studies recommended the department take up BA Animation and Visual effects programme as a second Bachelor programme along with BA Animation and Graphic Design. BA Animation and Visual Effects (2017 revision) has already been passed at University level.
3. BoS also recommended the eligibility criteria of MA Digital Animation be altered from:

‘Basic academic qualification is a graduation in Animation or a graduation in any field and a Diploma in Multimedia. However, preference will be given to candidates with the following qualification: - Any degree and a diploma in Multimedia, Animation, Graphics, Communication, Visual arts, painting, theatre, architecture and music.’

To:

‘Basic academic qualification is a graduation in any field. However, preference will be given to candidates with the following qualification: - Any degree in Multimedia, Animation, Graphics, Communication, Visual Arts, Painting, Theatre, Architecture and Music.’

*Rationale:* The different types of diploma in Multimedia (in the earlier eligibility criteria) secured and submitted for admission to the MA programme by various applicants are not standardized

and due to the same the department spends more time bridging initial knowledge and more time in orientation. While the criteria is changed, the department proposes to hold a thorough orientation of 10 days involving special initiation in animation, design, multimedia and visual effects.

**Submitted to the Academic Council for Approval and Ratification.**

Proposal no. 1 accepted as such. The procedural norms for approval be considered for next revision.

Proposal no. 2 accepted and recommended to the Governing Council.

Proposal no. 3. AC observes that, in effect, it does not come to lowering of quality. Taking into account, the logic presented by the BoS, the proposal may be granted. However, AC recommends that this be done, only after a comparative study of the existing norms for similar programmes elsewhere, and the same being submitted to the sub-committee of Deans and IQAC Coordinator, in a matter of 3 weeks' time.

**Agenda Item 2.7**

**Note of the Board of Studies in Economics – Presentation by the Chairman, Board of Studies in Economics, S H College, Thevara, Kochi, (Autonomous)**

The meeting of Board of Studies in Economics held on 22-07-2017 resolved –

1. To introduce one more choice-based course "Introductory Econometrics" to the existing choice based elective course of "Human Resource Management" in the 6<sup>th</sup> semester of BA Economics programme from academic year 2017-18.
2. Students of 2017-20, 2016-19, and 2015-18 BA Economics batches can choose one of these Choice based Electives in the 6<sup>th</sup> semester of their Degree programme.
3. The meeting resolved to follow the syllabus of MG University for the course "Introductory Econometrics" introduced as a choice based elective course in the 6<sup>th</sup> semester of BA Economics Programme of the college.

**Submitted to the Academic Council for Approval and Ratification.**

AC welcomed this suggestion and decided to forward the same for approval of the Governing Council and further processes without delay. It observed that this amounts to only an addition to the existing choices of the already approved scheme and syllabus, with the advantage of having an approved course syllabus of the university, and as it is proposed in the sixth semester, that this choice could be availed by the present batch (2015-18) itself.

**Agenda Item 2.8**

**Note of the Board of Studies in English – Presentation by the Chairman/ Convener, Board of Studies in English, S H College, Thevara, Kochi, (Autonomous)**

On the recommendations of the meeting of the Board of Studies in English held on 22 July 2017, the following proposals are submitted to the consideration and approval of the Academic Council:

1. To revise the syllabus for BA English (Model II, Copy Editor) in tune with the new syllabus introduced by MG University to be implemented from the academic year 2018-19.
2. To revise the curriculum and syllabus of the UG Common Course in English with substantial change in two courses. Instead of the course titled Communication Skills in English offered at present, a new course with two levels will be introduced in semester 1.
  - (i) Level 1 will be an ESL based course in LSRW skills.
  - (ii) Level 2 will be an EFL based course in reading and writing skills which is aimed at catering to higher learners whose basic language skills are above average. Although both the courses carry the same number of credits, the candidates who opt for EFL based course will not be eligible for higher studies in English language and literature.
  - (iii) Similarly, in the second semester, instead of the course titled "Critical Thinking and Academic Writing", two courses are introduced simultaneously. For Level 1, a new ESL based course will be introduced, with emphasis on advanced skills in Reading, Writing and Presentation Skills.

- (iv) For those who opted for Level 2, a literature-based course will be introduced.
3. To introduce an oral examination carrying 25% of the total weight for Open Course, English for Careers.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision**

Proposal No. 1 to be considered for next syllabus revision.

Proposal No. 2 The AC had detailed deliberations on the pros and cons of the new proposal. The experiment could be worked out. However, strings attached to eligibility for higher studies in English have to be re-looked at. This could be left to the decision of the curriculum sub-committee.

Proposal No. 3 it could be considered for next syllabus revision. The logic of the same has to be submitted in detail.

**Agenda Item 2.9**

**Note of the Board of Studies in Environmental Science – Presentation by the Chairman/ Convener, Board of Studies in Environmental Science, S H College, Thevara, Kochi, (Autonomous)**

The BOS was convened on 24<sup>th</sup> July 2017 and decided that the existing syllabi will continue in the PG programme with the following changes as the existing syllabus is competent with the national level syllabi of various universities.

1. Marks in the 4<sup>th</sup> semester have been modified as follows and the total marks for the entire programme will be in 2500.

Dissertation	75 (internal)	225 (external)
Field Study- Forest ecosystem	50 (internal)	150 (external)
Viva voce	100	
Internship	100	
Internship	100	

2. Choices in the 'Section C' of the Pattern of Questions of each Course is raised to 4 from 3 and hence the total no of questions become 24 instead of 23.

**Submitted to the Academic Council for Approval and Ratification.**

The AC asked to stick on to the approved curriculum and present the discrepancies, if any, to the curriculum sub-committee, to be further presented to the University for Ratification.

#### **Agenda Item 2.10**

#### **Note of the Board of Studies in Hindi – Presentation by the Chairman/Convener, Board of Studies in Hindi, S H College, Thevara, Kochi, (Autonomous)**

The Board of Studies in Hindi met on 22<sup>nd</sup> July 2017 and have taken the following decisions.

1. **Gadya Prabha** (Prose) is introduced for B.A./B.Sc. Semester-I instead of **Gadya Gagan**.
2. A new **Grammar** text is introduced to B.A./B.Sc Semester –II instead of **Samvad Tatha Sanrachana**
3. **Kavya Sudha** (Poetry) is introduced for B.A./B.Sc. Semester-III instead of **Sahitya Manjusha**.
4. **Ekanki Suman** (One Act Play) and **Katha Parikrama** (Short Stories) are introduced for B.A./B.Sc. semester-IV instead of **Sanskritik Virasat**.
5. **Ekanki Panchamrut** (One Act Play) and **Hindi ki Pratinidhi Kahaniyan** (Short Stories) is introduced for B.com Semester-I instead of **Sahitya Darpan** (part-II) and **Rachanaka Sach** (part-I). **Kavya Lahar** (Poetry) and a new text book for **Translation and communication skills** is introduced for Semester-II instead of **Sahitya Darpan** (part-I) and **Rachana ka Sach** (part-II).
6. **Ekanki Sankalan** (One Act Play) is introduced to Semester-I B.A.English Copy Editor instead of **Court Martial** (Drama). **Kavya Parasar** (Poetry) and **Kahani Kunj** (Short Stories) are introduced to Semester-II instead of **KavyaSopan** and **Katha Kunj**.

**Submitted to the Academic Council for Approval and Ratification.**

The AC approved the proposal to be introduced in the next revision.

**Submitted to the Academic Council for Approval and Ratification.**

The AC scrutinized the matter, and referred the matter to the discretion of the Exam Committee regarding proposal no. 1.

**Agenda Item 2.12**

**Note of the Board of Studies in Physics – Presentation by the Chairman, Board of Studies in Physics, S H College, Thevara, Kochi, (Autonomous)**

The Board of Studies in Physics met on 22<sup>nd</sup> July 2017 and have taken the following decisions.

1. The BOS reviewed the current UG and PG syllabus.
2. BOS also reviewed the new syllabus of MG University (2017 admission onwards), paper wise in detail.
3. It was suggested that Module I of the 1<sup>st</sup> semester Core Physics syllabus is not sufficient to motivate the students, who freshly come into Physics. So, we have decided to replace the Module I with some basic topics in Physics, so that it forms a bridge between Plus-two and B.Sc. course. For revising the syllabus, a team of faculty is assigned and decided to send the same to all BOS members before the next BoS meeting in October second week.
4. For M.Sc. Course, it was decided to follow the same syllabus of M.G. University for the next batches onwards.

**Submitted to the Academic Council for ratification and Approval**

The proposals were approved by the AC to be considered for next revision.

**Agenda Item 2.13**

**Note of the Board of Studies in Sociology – Presentation by the Chairman, Board of Studies in Sociology, S H College, Thevara, Kochi, (Autonomous)**

The meeting of BoS of Sociology held on 22/7/17 proposed to revise the existing syllabi of UG programme in the light of UGC guidelines and newly introduced syllabus by MG University. The Board proposed to introduce political sociology as a new paper with necessary inputs from human rights and constitution of India. The Board also proposed to incorporate environmental dimensions as per UGC instructions by adding some sociological dimensions. The committee recommended merging the two courses of UG semester 1 and 2- The Fundamentals of Sociology and Basics of Sociology as one considering the minor repetitions

**Submitted to the Academic Council for ratification and Approval**

The proposals were accepted by the AC to be considered for next revision.

**Agenda Item No. 3**

**Revaluation of Answer Scripts for various UG Programmes: Amendments in Regulation - Presentation by the Controller of examinations, S H College, Thevara (Autonomous)**

1. The Original marks awarded to a candidate will stand as such in cases where the marks awarded after revaluation is less than the original marks or higher up to 4.99% of the maximum marks. However, for candidates who have already scored 95.1% or more marks in original valuation, a change in marks which is even less than 5% of the maximum marks shall also be awarded to secure maximum (i.e., 100%) marks.
2. The original marks awarded to a candidate will be modified to that extent, in cases where the Marks awarded after first revaluation is between 5% and 15% of the maximum Marks.
3. If the increase in Marks on the first revaluation is greater than or equal to 15% of the maximum Marks of the paper / course, a second revaluation shall be conducted. After the

second revaluation, the average of the nearest two Marks from the three valuations i.e., the original valuation, first revaluation and second revaluation, shall be awarded to the candidate. If the difference between any two Marks of the above three valuations happens to be the same, the average of the highest two marks shall be awarded to the candidate.

4. The Marks after first revaluation or the average after second revaluation happens to be less than the original Marks, the original score will stand.

**Submitted for the approval of academic council**

AC approved the proposal.

**Agenda Item No. 4.**

**Marginal increase in Seats for UG & PG programmes**

**Presentation by the Dean of Science, Sacred Heart College (Autonomous), Thevara.**

Since there is a significant demand for the various UG and PG programmes offered by the college, it was decided to apply to the M G University for a marginal increase in seats in the following manner for the academic year 2018-19.

1. For the UG programme if the sanctioned strength is a) less than or equal to 30 30% increase in seats of the sanctioned strength b) between 31 and 50 students 20% increase in seats of the sanctioned strength and c) more than 50, 10% increase in seats of the sanctioned strength
2. For the PG programmes, a marginal increase of 25 % seats of the sanctioned strength

**Submitted to the Academic Council for Approval and ratification.**

AC deliberated on the matter and observed that after the intake for professional programmes, considerable drop out in the conventional programmes is likely to happen, and hence it was advisable that additional numbers were taken initially so that programmes will have the required number of candidates. It was decided to explore if there is a possibility for a permanent increase without additional financial burden for the government. A proposal to the effect may be put up with the authorities concerned, while the existing arrangement of marginal increase be approved.

**Agenda Item No. 5. Introduction of core Course in Environmental Science, Human Rights and Constitution of India in the UG Programme from 2018-19 admission onwards.**

**Presentation by the Dean Science, Sacred Heart College (Autonomous), Thevara.**

As per the Hon. Supreme Court of India order, a core course in Environmental Science, Human Rights and Constitution of India is mandatory for the UG programme. It was decided to seek the possibility of implementing the course on Environmental Science, Human Rights and Constitution of India in line with the pattern followed by the M G University from academic Year 2018-19

onwards. It was also decided that if that involves a total rehaul of the existing scheme and syllabus, the option of continuing with the existing pattern may be retained.

Submitted to the AC for approval.

AC decided that it may be considered for the next revision.

**Agenda Item No. 6.**

Other matters, if any, with the consent of the chair.

**The meeting came to an end at 5.30 pm**

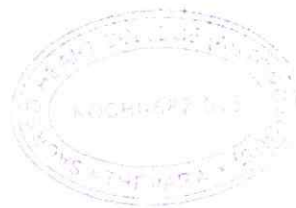
  
Dr. Johnson X Palackapp.....  
Principal  
Sacred Heart College (Autonomous)  
Thevara, Kochi-682 013



  
K.V. Raju



## ACADEMIC COUNCIL MEETING



**Date: October 24, 2017 Tuesday 4.00 pm.**

**Venue: Hadrian Hall**

**Minutes of the Meeting**

SACRED HEART COLLEGE - AUTONOMOUS	
MEETING OF THE ACADEMIC COUNCIL - October 24, 2017 Tuesday 4 00 pm.	
Venue: Hadrian Hall	
Minutes of the Meeting	
ITEM No.	SUBJECT
	Remarks by the Chairman
1	Minutes of the meeting of Academic Council held on 28.07.2017 & discussion on items arising out of the minutes.
2	Curriculum Revision, UG, PG & M. Phil Programmes
3	Norms regarding Revaluation of Answer Scripts of Various UG Programmes
4	Examination Related Matter: Board of Studies in Statistics
5	Report of the Sub Committee on Curriculum Revision in English, Communication and Environmental Science
6	Other matters, if any, with the consent of the chair

## MINUTES OF THE ACADEMIC COUNCIL MEETING, OCTOBER 24<sup>th</sup> 2017

Venue Hadrian Hall: Time 4.00 pm

Prayer

Chairman's remarks

### Agenda Item No.1

Approval of minutes (already circulated)

Decision: Academic Council Approved the Minutes

### Agenda Item No. 2

#### Curriculum Revision (UG, PG & M. Phil) Regarding:

The Government of Kerala granted Autonomy to colleges in 2014 and in the same year the Government enacted "The University Laws (Third Amendment) Act 2014". As per clause 110 of the Act, among the powers of the Board of Studies (BoS) of an Autonomous college, the first one listed is:

I) To prepare curriculum for various academic programmes keeping in view the objectives of the college, interest of the stakeholders and national requirement, with the approval of the Academic Council of the Autonomous College.

Provided that the BoS of the Autonomous College shall ensure that the proposal for the academic programme confirms substantially to the duration, number of credits, evaluation and grading system prescribed, if any, by the University for the academic programme.

Provided that the BoS of the Autonomous College shall ensure that the proposal will not have the effect of lowering the academic standards prescribed by the University.

Provided also that such proposals shall not be against National interest.

As per the provisions of the Act, the college revised the UG curriculum and syllabus from 2015 admissions onwards and PG curriculum from 2016 onwards. The University has approved the revised curriculum and syllabus and we have been following them.

Two PG batches (2014-16 and 2015-17) and one UG batch (2014-17) have passed out from the college since our college became an autonomous college. But the Mahatma Gandhi University was not ready to issue degree certificates to the students by saying that the college violated the Mahatma University Act 1985 as the curriculum followed by our college is different from that of the University on account of certain changes introduced in the regulations like the change in the proportion of continuous assessment (CA) and end semester assessment (ESA). On account of the undue delay in issuing the certificates, the college approached the Honourable High Court and the court ordered the issuing of the certificates and to be released within fourteen days.

On the basis of the court order the university decided to regularise the curriculum for 2014-15 to 2016-17 UG admissions and 2014-15 to 2015-16 PG admissions and to issue degree certificates of the passed-out students by imposing a fine of ten lakh rupees. The college paid the amount under protest and appealed to the Court against the decision of the University as the position the college has taken is that it had not violated the University Laws (III Amendment) Act 2014.

The main differences of our curriculum from the University are:

- i. Our internal - external (CA-ESA) evaluation ratio is 25:75 both for UG and PG while that of the University is 20:80 at the UG level and 25:75 at the PG level
- ii. The College follows indirect grading for PG evaluation while the University follows direct grading. There is already a university order adopting indirect grading w.e.f academic year 2016-17. (No. 949/L/Acad/2016 dtd Feb. 17, 2016). According to said revision, CA-ESA ratio is also brought to 20:80 for PG as well.

Further, the curriculum of autonomous colleges like Marian college Kuttikkanam, SB College Changanacherry, FM College Kollam etc. are different from their parent University. The last of which has already received the degree certificates from Kerala University, with the changes in regulations proposed by the college being validated. Outside Kerala, autonomous colleges in Chennai like Stella Maris, Loyola etc. or autonomous colleges in Hyderabad, the internal-external evaluation ratio is 50:50 or 40:60, while that of their parent University is 25:75.

Therefore, there is already a precedent in the country where it is not necessary that Autonomous colleges should follow the curriculum of the parent University totally.

In addition, there is a false notion regarding the concept of CA or internal assessment as this is meant to provide advantage to score high marks for the students, by a liberal award of marks. However, any erudite academician would know that this is intended to make assessment more comprehensive rather than just focusing on the skills of retention, recollection and reproduction on paper, though there is conspicuous dilution of this ideal in many institutions. Ideally, 50:50 ratio, where student learning is continuously assessed through diverse and innovative tools is envisaged. Our assessment of the CA component in the past years of autonomy indicates that there had not been any wayward handling of this component that students were favoured to gain undue scores or advantage on that basis.

Hence it is proposed that the changes introduced in this regard in all programmes, of the proportion of continuous (internal) assessment and end semester (external) assessment, and the pattern of indirect grading, be continued to be followed until they are duly revised by the BoS concerned, under the provisions of the University Act (Third Amendment) of 2014 section 108 (i), (ii) and (iii)

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No. 3**

**Norms regarding Revaluation of Answer Scripts of various UG Programmes - Presentation by the Controller of Examinations, SH College, Thevara (Autonomous).**

Amendments in Regulation regarding revaluation of answer scripts of various UG programmes were presented by the Controller of Examinations, S H College, Thevara (Autonomous) and passed by the Academic Council met on July 28<sup>th</sup> 2017. However, it was noted that the norms amended were considerably different from the regulations recently introduced by M. G. University regarding revaluation. The Examination Committee held on 19<sup>th</sup> Oct. 2017 discussed the above matter and suggested to stick on to the present norms followed by the College which is at par with the new regulations of M. G. University. Hence the Examination Committee recommends to the Academic Council to keep the Amendments made in the Regulations and passed by the Academic Council on July 28<sup>th</sup> 2017 in abeyance.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No.4**

**Note of the Board of Studies in Statistics – Mode of examination and evaluation of the course 15U6CRCST07: Computer Aided Data Analysis using Excel and R for the BSc Computer Application programme.**

The Board of Studies in Statistics introduced the new course 'Computer Aided Data Analysis using Excel and R' for the BSc Computer Application Programme in the VI semester. The course consists of theory as well as practical components. Since the course is a computer aided one, the end semester examination and evaluation of the course shall be made using computers. So, the end semester examination shall be conducted in the computer lab in the presence of the course teacher and an external examiner and evaluation shall be done during the examination itself.

The end semester question paper shall consist of two sections A and B. In section A, there shall be eight questions (Theory) each carrying five marks subject to a maximum of 25 marks. In section B, there shall be eight questions (answered using computer programmes) each consisting of 10 marks subject to a maximum of 50 marks. The total marks for this examination are 75.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No.5**

**Report of the Subcommittee on Curriculum Revision in English, Communication and Environmental Science.**

A sub-Committee was constituted in the Academic Council of July 28<sup>th</sup> 2017 to look into the Curriculum Revision in English, Communication and Environmental Science. The following are the members of the subcommittee:

1. Dr. Joseph John, HOD, Department of Chemistry.
2. Dr. Jose K.B, Dean Science
3. Dr. Joseph T Moolayil, IQAC Coordinator
4. Dr. K V Raju, Secretary, AC
5. Dr. Alphonse Ligori, Dean, Arts. & Humanities

Items left to the subcommittee for detailed consideration and the recommendations of the subcommittee there on are:

**I. Note of the BOS in Communication (Agenda Item 2.6)**

1. Modification of the syllabus of the first semester English course and naming it as Life Skills and English: Subcommittee decided not to effect the change in the present condition and it requires a detailed study with regard to credit and hours allotted. So, the BoS of communication has to reconsider the matter in this perspective

3. Alteration of the eligibility criteria for MA Digital Animation to basic academic qualification is a graduation in any field. However, preference will be given to candidates with the following qualification: - Any degree in Multimedia, Animation, Graphics, Communication, Visual Arts, Painting, Theatre, Architecture and Music.'

The subcommittee recommends that the Department of Communication prepares a detailed report considering the following points

- Comparison with the eligibility criteria followed by the MG University or any other centre under MG University.

- Are there any similar criteria followed by any other autonomous college under MG University?
- Whether such criteria exist with any university under UGC.

## **II. Note of the Board of Studies in English (Agenda Item 2.8)**

1. To revise the curriculum and syllabus of the UG Common Course in English with substantial change in two courses. Instead of the course titled Communication Skills in English offered at present, a new course with two levels will be introduced in semester 1.
  - (i) Level 1 will be an ESL based course in LSRW skills.
  - (ii) Level 2 will be an EFL based course in reading and writing skills
  - (iii) Note of the Sub committee

Though the suggestions are good, it may lead to problems with the mode of selection /options by students.

The subcommittee recommends not to effect any change in the existing course. It may be considered at a later stage, in the next revision.

## **III. Note of the Board of Studies in Environmental Science (Agenda Item 2.9)**

1. Modification of Marks scheme in the 4<sup>th</sup> semester PG programme.

The subcommittee has decided not to submit the proposal to the university.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No.6**

**Curriculum Revision in the BCA Course of the Department of Computer Science: Presentation by the, Chairman, Board of Studies in Computer Science, S H College (Autonomous), Thevara.**

BoS of Department of Computer Science was held on 19.03.2017 at Department and suggested the following corrections of errors in the Syllabus of the BCA programme.

1. The continuous assessment (internal) and End Semester Assessment (External) ratio erroneously given to be corrected as 75 for external and 25 for internal (page no 10,11,12).
2. The course "Information Security Fundamentals" retained by error, should be excluded from the revised detailed syllabus.
3. The open course "Security Threats and Trends- 16U5OCBCA1" erroneously placed in sixth semester, should be placed in the detailed syllabus of the fifth semester.
4. The courses "Mobile Ecosystem and Business Models- (16U6CRBCA21)" and "Web Technology and Value-Added Services in Mobile – 16U6CRBCA22" erroneously placed in fifth semester are to be included in the detailed syllabus of sixth semester according to the Scheme of Programme.
5. The detailed Project Work (16U6PJBCA1) has to be included in the detailed syllabus of sixth semester.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No.7**

**Introduction of New Add on Course on Elementary Econometrics for Third Year UG students, Presentation by the, Chairman, Board of Studies in Economics, S H College (Autonomous), Thevara.**

Board of Studies in Economics of the Department of Economics was held on 1.11.2014 at the department and proposed to start a self-financing add on certificate course on Elementary Econometrics for the third year UG programme students. The Syllabus is attached.

**Submitted to the Academic Council for Approval and Ratification.**

**Decision: AC ratified and approved the proposals.**

**Agenda Item No.8.**


**Other matters, if any, with the consent of the Chair.**

**Readmission to Various Programmes** – Since it was found that the provision of re-admission was misused by the students, and the percentage of students who make use of the provision in a successful manner was less than 50%, a sub-committee be constituted to look into the provision and make recommendations to make it a provision for accomplishing the goals of higher education.

**Decision: AC considered the proposal and authorized the Principal to constitute a committee for the same, the recommendations of which may be placed in the next session of AC.**

The meeting came to an end by 5.30 pm

  
Dr. Johnson X Palackappan 11  
Principal  
Sacred Heart College (Autonomous)  
Thevara, Kochi-682 013

  
Dr. K. V. Raju  
Member Secretary

