

## DEPARTMENT OF ZOOLOGY

SACRED HEART COLLEGE, THEVARA (AUTONOMOUS)

### BOARD OF STUDIES MEETING

The Board of Studies meeting of Zoology Department was held on 10/10/2014 at 2 p.m. in the Department and transacted the following:

### APPROVED

1. Approved MG University Syllabus for UG batch of 2014-17.
2. Approved MG University Syllabus for PG batch of 2014-16.
3. Approved indirect grading system – All Programmes will be evaluated under indirect grading system by awarding marks to the questions in the exams.
4. Approved Internal – External Assessment Ratio: Ratio of Internal and External assessment will be 25% and 75% respectively for UG and PG programmes.
5. Approved exam pattern and question paper model.
6. Approved list of examiners for UG & PG Programmes – Practical and theory papers to submit to Academic Council.

### DISCUSSED

1. **Discussed internship for skill development.**
2. Discussed Study Tour for wider exposure and organizational and communication skills.
3. Discussed possibility of awarding extra credits through innovative activities – e.g.: - participation in talent clubs/extension and outreach.

The following Faculty Members were present:

1. Dr. M. K. Raju
2. Dr. Samson Davis Padayatty
3. Dr. T. J. James
4. Dr. Mathew M. J.
5. Mr. Jobin C. Tharian
6. Dr. Sebastian P. C.
7. Ms. Vishnu Priya M.
8. Mrs. Teena James



Dr. Raju M. K.  
Chairman, BoS, Zoology



Dr. Johnson X Palackappiil  
Principal  
Sacred Heart College (Autonomous)  
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**DEPARTMENT OF ZOOLOGY**  
**SACRED HEART COLLEGE, THEVARA (AUTONOMOUS)**  
**BOARD OF STUDIES MEETING ON 01/11/2014**

**Members present**

1. Thajudeen A. K.
2. Dr. M. K. Raju
3. Dr. Samson Davis Padayatty
4. Dr. T. J. James
5. Dr. P. C. Sebastian
6. Dr. Mathew M. J.
7. Mr. Jobin C. Tharian
8. Ms. VishnuPriya M.
9. Mrs. Teena James

The BoS meeting started at the Zoology Department at 10.45 am. After the common meeting presided by the Principal, Dr. M. K. Raju, Chairman BoS welcomed all the members and stressed on the need of change in the syllabus in the grass root level. He also stated that emphasis must be given to change in the syllabus in such a way that they become more employable.

BoS decided to call for a special meeting as early as possible in the light of absence of a few external members in the present meeting.

**BUSINESS TRANSACTED**

1. Minutes of the previous meeting was read and approved.
2. List of examiners was not finalized because of the lack of consent from a few in the list.
3. Overall vision, learning outcomes and student attributes were discussed:
  - a) BoS unanimously agreed on the need to make biodiversity awareness among students to make them curious to life along with self-employment promotion.

#### 4. Syllabus

- a) For first year PG and UG courses, the M.G. University syllabus has been approved.
- b) Bos decided to implement CBCSS for UG.
- c) **BoS also decided to incorporate diverse skill elements to qualify the students to be future entrepreneurs.**
- d) BoS also suggested cross cutting issues like gender, environment and sustainability, human values, professional ethics to be included in new syllabus.
- e) BoS agreed on the urgent need for a revision in the BSc first year syllabus, so that they may be made interested in Zoology in the first year of joining.
- f) Dr. M. K. Raju suggested a three-member sub-committee to prepare a major change in syllabus.
- g) The committee comprises Dr. Samson Davis, Dr. M. J. Mathew and Mr. Jobin C. Tharian.
- h) Mr. Jobin Tharian suggested the need to incorporate scholastic credits by starting entrepreneurship programmes.
- i) Dr. Mathew M. J & Dr. T. J. James suggested On the Job Training (OJT) for students which will provide them knowledge and a valid certificate.
- j) Dr. Samson Davis suggested a compulsory one-month training in a Science Institute or in a professional company for creating Intellectual Professional interest.
- k) Dr. M. K. Raju suggested to incorporate Scientists from good research institutes in the board as special invitees, so as to ensure that our students get a chance to do OJT (On the Job training) in their institutes.
- l) Mr. Jobin put forward the idea to reduce practical as UGC has banned all animal dissection and to concentrate on virtual dissections.
- m) Dr. M. K. Raju suggested change in complementary course syllabus.
- n) Dr. T. J. James suggested outreach programmes for students which must be incorporated in the syllabus.

- o) Mr. Thajudeen suggested that some aspects of Medical Tourism can be included in the syllabus as it is a revenue donating area and our students will benefit from that.
- p) Mr. Jobin Tharian and Dr. Mathew M. J. suggested to have some talks with some Medical Institutes which will provide highly specialised courses to ensure the admission of our students there.

#### 5. Road Map

Board of Studies approved the dates for the meeting of the subcommittee.

- First Meeting on 04/11/2014
- Second Meeting on 14/11/2014

Also decided for a special Board meeting on 25/11/2014 subjected to the availability of members.

#### 6. The main tasks related to the revision of syllabus had been assigned to the Sub-Committee.

#### 7. Suggestion on new Programmes:

- a) BoS suggested add on courses to students in a flexible format.
- b) BoS agreed on the importance and need of an MPhil in Zoology course and suggested to start one.
- c) Dr. T. J. James emphasized on the need to contribute to the society and also on the duty to accommodate more students in S.H. to lead them to the Heartian culture.
- d) Dr. P. R. Varghese, even in his absence suggested through the Chairman, the need for evening courses for professionals and other working citizens. This must mainly target on working graduate teachers who need a Masters Degree for promotion.
- e) BoS approved the suggestion to start two value added courses- Hamster Culture and Kadaknath Culture.

#### 8. General

- a) Decisions of the Academic Council were approved.
- b) BoS suggested that the students participating in OJT must submit a report in a specified format.

- c) BoS suggested to make at least three field visits compulsory in the syllabus which must be of different ecosystems.

Board of Studies meeting came to an end with the official vote of thanks by Dr. T. J. James at 1.10 pm.



Dr. Raju M. K.

Chairman, BoS, Zoology



Dr. Johnson X Palackappan  
Principal  
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**DEPARTMENT OF ZOOLOGY**  
**SACRED HEART COLLEGE, THEVARA (AUTONOMOUS)**  
**BOARD OF STUDIES MEETING ON 03-12-2015**

**Members present**

1. Dr. K. Ashok Kumar
2. Dr. Raju M. K.
3. Dr. Samson Davis Padayatti
4. Dr. Philip Mathew
5. Dr. T. J. James
6. Dr. Mathew M. J.
7. Mr. Jobin C. Tharian
8. Ms. Raagam P. M.
9. Ms. VishnuPriya M.
10. Mr. Thajudeen A. K.

The fourth BoS meeting for PG Syllabus Revision was conducted on 3<sup>rd</sup> December 2015 in the Zoology Dept. at 2.45 pm.

The meeting began with a silent prayer and the chairman of the BoS Dr. M. K. Raju, officially welcomed the University Nominee, Dr. K. Ashok Kumar and all staff members.

Dr. M. K. Raju gave a briefing about the syllabus, workload, teaching hours and credits for each people. It was decided to do away with the topics dealt with at the UG level. In order to reduce the burden of students, it was decided to shift Biochemistry paper from Semester 1 to Semester 2 and Biophysics, Instrumentation and Biological Techniques from Semester 2 to Semester 1.

The theory credits for each semester are 15 credits and for practical, credits are 4, project 2 credits and viva has 2 credits.

Dr. Ashok Kumar appreciated the inclusion of basic science in the syllabus which is the need of the day.

He also appreciated the idea to give each teacher a I MSc student to mentor and guide them in order to provide for complete evaluation.

- BoS decided to implement elective system for PG.
- BoS also decided to incorporate elements in the syllabus that would enable students to acquire necessary skills for starting business firms and getting opportunities in various avenues of employment.
- BoS also suggested cross cutting issues like gender, environment and sustainability, human values, professional ethics to be included in new syllabus.

Mr. Jobin C. Tharian, proposed the vote of thanks and the meeting came to an end by 4.00pm.



Dr. Raju M. K.

Chairman, BoS, Zoology



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