



**ST. XAVIER'S COLLEGE**  
(AUTONOMOUS)  
5, Mahapalika Marg, Mumbai - 400 001,  
INDIA.  
☎ 2262 0661/65

**MINUTES OF THE ACADEMIC BOARD MEETING ON 27.09.2014**

**AGENDA:**

- 1) Passing the Minutes of the pervious meeting.
- 2) Passing any new amended syllabi.
- 3) External Academic Audit.
- 4) Mechanisms for transfer of credits.

The members present were:

1. Dr. Frazer Mascarenhas S.J, Chairperson & Principal
2. Dr. Avadhoot Nadkarni, Professional Expert
3. Dr. (Ms.) Asha Dayama, Head, Dept. of Hindi
4. Ms. Pearl Pastakia, Head, Dept. of English
5. Ms. Alpana Palkhiwale, Head, Dept. of French
6. Dr. (Ms.) Fleur D'Souza, Head, Dept. of History
7. Ms. Anita Rane, Head, Dept. of Ancient Indian Culture
8. Ms. Pratiba Naitthani, Head, Dept. of Political Science
9. Ms. Maureen Almeida, Head, Dept. of Psychology
10. Dr. Sam Taraporevala, Head, Dept. of Sociology
11. Dr. (Ms.) Aditi Sawant, Head, Dept. of Economics
12. Dr. (Ms.) Mangala Gurjar, Head, Dept. of Mathematics
13. Dr. (Ms.) Shyamala Bodhane, Head, Dept. of Physics
14. Dr. (Ms.) Ujwala Bapat, Head, Dept. of Botany
15. Dr. Freddie Havaladar, Head, Dept. of Chemistry
16. Ms. Pooja Ochaney, Head, Dept. of Statistics
17. Dr. (Ms.) Smita Krishnan, Head, Dept. of Zoology
18. Dr. Hrishikesh Samant, Head, Dept. of Geology
19. Dr. (Ms.) Vivien Amonkar, Head, Depts. of Microbiology & Biotech
20. Ms. Soni George, BMS Coordinator
21. Dr. (Ms.) Jyoti Singh, B.Sc. (IT) Coordinator
22. Ms. S. Periyanyagi, BMM Coordinator
23. Dr.(Ms.) Nandita Mangalore, Head, Dept. of Life Science
24. Dr. (Fr.) Roy Pereira, S.J., Nominated Faculty
25. Dr. Rajendra Shinde, Nominated Faculty

The meeting of the Academic Board began with a short prayer at 3.00 p.m. in the SCAVI.

1. The minutes of the previous meeting were read and discussed. A resolution to pass the Minutes was proposed by Dr. Nandita Mangalore and seconded by Dr. Anita Rane.



*Frazer Mascarenhas S.J.*



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## Points arising from the Minutes:

- c) The Principal said that the increase of fees by 20% for self-financing courses and Rs.200/- for examination fees for aided courses has been implemented by the College this year.
- d) **Information on the B.Voc. Courses:** The College applied to the University of Mumbai for its permission. The University sent the application to the Government of Maharashtra for its approval. This process took a long time and finally the Government of Maharashtra issued a G.R. in this regard. The University gave its oral permission and we began the courses in early September, with the cooperation of two heads of departments, Dr. Fleur D'Souza and Dr. Jyoti Singh. We have appointed one full time teacher for each course. Dr. Radha Kumar and Dr. Anita Rane along with the B.Sc. (I.T.) faculty have also helped in starting these courses. Since we began so late we have just 31 students, whereas our capacity is 50 students per course. We expect a full enrolment from next year.
- e) The Principal informed that a Committee to draft a Common Syllabi Pattern for the Arts Faculty has been appointed with Dr. Asha Dayama as the Convenor and Dr. Fleur D'Souza and Dr. Sam Taraporevala as members of the Committee.
2. **Passing amended syllabi:** The Departments of Life Science, Microbiology, Physics and Biotechnology along with the B.Voc. Degree Courses have submitted their syllabi for approval. A Resolution to approve the new amended syllabi was proposed by Dr. Shyamala Bodhane and seconded by Dr. Asha Dayama.
3. **External Academic Audit:** The Principal referred to the External Audit that the Management of the College had initiated. A two member Team from the Centre for Culture and Development, Vadodara, had visited the College for 2 days. Questionnaires had been administered to several stakeholders and meetings were also held with groups and individuals. The results were being tabulated and the Final Report was expected in November.
- The Principal referred to some issues that were reported to have been raised by some faculty members. He explained the following elements of the Autonomous System and asked for responses as to whether these can be agreed upon:

*Frazer Mascarelli*





- a) The actual Teaching time under Autonomy is among the highest in the University, with at least 13 ½ weeks of actual teaching, about 1 week lost in holidays, 1 week for CIA-1 and some teaching possible during the week of CIA-2. This Semester, for instance, consisted of 16 weeks till the ESEs. Hence we are not compromising on teaching time, even with the continuous internal assessment.
- b) The Evaluation, with Continuous Internal Assessment is an academically favoured system, adopted internationally. Our own College had some professors doing this before Autonomy and even incorporating it illegally in the assessment. This has now been introduced systematically for all teachers, with 2 units of evaluation, instead of the UGC recommended 3 units. It enables small units of the syllabus to be covered and with the quality mechanisms introduced, like the Blooms Taxonomy and the Grids for Assignments and Presentations, a wholesome learning is encouraged. Some however felt, that the Re-tests were large in number and were causing an overload. Some felt that some students were manipulating the system and easily applying for the Re-test. Statistics on the Re-tests were sought, so as to find ways to address this. It was also pointed out that many students have been genuinely ill or had serious reasons to miss a CIA unit. From among those allowed to give the Re-test due to not scoring 16 marks or more, there may be some who are seeking betterment. Dr. Bodhane spoke of the difficulty in scheduling the Retests, due to the large numbers and the regular lecture schedule. This would be thought about for the next semester. Fr. Frazer gave information about the numbers for the Additional Exams, which show a large number for the 1<sup>st</sup> and 2<sup>nd</sup> semester, but a rapidly decreasing number from the 3<sup>rd</sup> Semester, and a sprinkling in the third year. This shows that our system is beneficial to students, enabling them to pick up the skills necessary to do well at the Senior College level. It was also pointed out that every profession had periods of peak workload and since the CIA-2 evaluation, followed by the Re-tests and the formulation of the ESE question papers in the Blooms Taxonomy pattern, all came together within 2 or 3 weeks, it did lead to a feeling of overload. The rest of the Semester is more easy-paced.
- c) Admission of our students to post graduate courses: this has been mentioned as a problematic area. The Principal pointed out that the country is going through a transition and that most Post Graduate courses would now have Entrance Tests, at which, it was agreed, our students would be at a definite advantage. The example of Sociology and Economic was cited,



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and Prof. Avadhoot agreed that students from St. Xavier's are doing well in the MA course. Our students are getting into the best courses in India and abroad. The example of the Geology Department was given, where our students are not applying to our own M.Sc because they are getting into specialized institutes in different parts of the country, unlike earlier when there was a scramble for seats in our M.Sc. However, it was agreed that with Colleges in the city giving high internal marks, our students would be at a disadvantage, since our teachers do not compromise on quality in this manner. The issue of our own students thereby not getting into our own Masters programmes, it was pointed out, could be solved easily by holding an Entrance Test, as some Departments like Life Science are already doing. The numbers are not large and hence this would be a distinct possibility.

- d) The Principal commented on complaints of academic overload for teachers, by pointing out that several teachers are voluntarily doing extra activities. The example of Mr. Avkash was given, who, with a full time job as a Municipal Corporator associated with the Shiv Sena, still combines his teaching load with enquiry based learning for a large group of the Special Course, where projects are given to groups of students. Similarly Dr. Aditi's example was cited, since she has just returned from reading a paper at an international conference abroad, has initiated an exchange programme with St. Xavier's Jaipur and is organizing a National Conference in Economics in the next Semester, in addition to the regular co-curricular activities of the Department. This is seen to be the case with most, if not all, departments. New courses like the B.Voc degrees are also finding faculty who are ready to give of their time and expertise, over and above their regular workload. Hence academic overload through the Continuous Internal Assessment system is not a reasonable complaint.
- e) Finally, the Principal pointed out that teachers are now being paid rather reasonable amounts, from half a Lakh a month, to one and a half Lakhs. This gives us a security from which we can do justice to the quality of teaching-learning which our students and our country needs leadership in. Nothing happens automatically, without effort. The teachers at St. Xavier's have always shown heroic efforts and have built up a reputation for this.

#### 4. Mechanisms for transfer of credits:



*Trayer Mascarenhas S.T.*



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The College is signing a number of MOUs with international Universities. The Oxford University has proposed an MOU for which our students would go there for a semester and the credits can be transferred back. This needs to be worked out. The Boards of Studies will have to certify in advance that the courses that a student is taking there is something that is compatible with our courses and therefore are transferrable. These students will have to apply well in advance. The students can do one semester abroad and their credits will be transferred back here. For postgraduate courses one year abroad would be allowed. The Boards of Study were requested to discuss this.

The Principal welcomed the new members on the Academic Board Dr. Agnelo Menezes and Ms. Pratiba Naitthani.

The meeting ended with a vote of thanks to the Chair.



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