



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

MINUTES OF THE ACADEMIC BOARD MEETING ON 19.03.2015

AGENDA:

- 1) Passing the Minutes of the Previous Meeting
- 2) Passing any new amended syllabi
- 3) Resolution on Transfer of Credits
- 4) Standardizing the Syllabi and Evaluation Modules for Arts Courses.

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 Havaldar, 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. Periyayagi, 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.

- a. The minutes of the previous meeting were read and discussed. A resolution to pass the Minutes was proposed by Dr. Sam Taraporevala and seconded by Dr. Shyamala Bodhane.



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b. Passing new amended syllabi: The amended syllabi for the Departments of Chemistry, Life Science, Microbiology, Physics, Statistics, Zoology, Biotechnology, B.Voc. (Software & Tourism), AIC, French, Diploma in Clinical Research, Diploma in Performing Arts and Diploma in Maritime Studies were submitted for approval. A Resolution to approve the new amended syllabi was proposed by Dr. Asha Dayama and seconded by Dr. Nandita Mangalore.

c. Resolution on Transfer of Credits: The Principal explained that the College needs to put in place a mechanism for the transfer of credits, so that students can get credit in our system for academic work they do in other institutions, including those abroad. The following resolution was proposed for discussion, *“Resolved that St. Xavier’s College accept the transfer credits for one semester from another university within India (limited to A grade colleges or otherwise of repute) or from a university of repute abroad. The student will be expected to earn as many credits to complete the semester as demanded by the host institution for its own students. St. Xavier’s will accept the transfer of the number of credits that it normally has for the semester missed, notwithstanding the number of credits that the host institution grants. Students can go to an Indian institution during the third or fourth semesters. For foreign institutions which begin in August/September, due to the overlapping academic schedules, students can go only for the fourth semester. To encourage a choice based credit system, the student can choose any academic courses at the host institution but will have to take at least two courses in the subject that s/he is going to major in (or one each for a double major). However, the department’s academic requirements for entering into the next semester will have to be met. The onus of responsibility to cover up any such requirement will rest on the student and the department may prescribe an evaluation at the start of the semester.”*

In the discussion, it was pointed out that Science students may not be in a position to complete Laboratory work abroad and therefore if they only do the theory courses they will be ill prepared for the third year at St. Xavier’s. It was agreed however, that the student will have to take responsibility for the skills necessary in the next Semester. For students of the Arts Faculty, it was thought that if a student goes abroad in the 4th Semester we will have to evaluate her/him only for the first 3 Semesters in order to determine her/his entry into the third year. It was felt that in the case of average students it will be difficult to evaluate them only on the basis of the first 3 Semesters. However the Principal explained that only students with a minimum CGPA of 3.0 in the first 3 semesters and an attendance average of 65% would be



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permitted to avail of this opportunity. It was further pointed out that if for the Semester out of St. Xavier's the student did not take sufficient courses in the subject s/he was going to graduate in, s/he could face the problem of not qualifying for further studies due to a lack of a minimum number of credits in that subject. In addition certain science theory courses were essential for the academic progress of the student into the 5th and 6th semester. Fr. Roy intervened to emphasize the rationale for implementing the choice-based credit system which has been adopted all over the world. The Principal then agreed that for the Science Departments a clearance for the type of courses required could be obtained from the Head of the Department in which the student hopes to major, before proceeding to the other institution. The Principal then asked the House for the permission to draft a resolution, taking all these issues into consideration, to place before the Management Board at its next meeting.

The house then considered a resolution regarding transfer of credits to the Honours Programme as follows: "*Resolved that students doing short term academic courses in India or abroad can apply to count them as interdisciplinary transfer credits for the Honours Programme. The CIP can assist in determining whether one or two credits can be given for the foreign programme. Resolved also that a department can give a summer credit for work done in the subject or can accept work done in other institutions during the summer for Honours Credits.*"

The Resolution to authorize the Principal to frame the proposal for transfer of credits to be put before the Management Board and to pass the Resolutions regarding the transfer of Honours Credits was proposed by Dr. (Ms.) Smita Krishnan and seconded by Dr. (Ms.) Vivien Amonkar.

d. Standardizing the Syllabi and Evaluation Modules for Arts Courses:

The Principal said that the Science Courses already have a standard format for their Syllabi and Evaluation Modules. The Arts Courses need to formulate something similar, so that all courses demand a similar workload from their students. The format for the Science Courses has worked out well. In our College there have been complaints from some students that in some Arts subjects they are being overburdened, with too much matter to cover and with poor choice in the End Semester Examination. The teachers have sometimes to take extra lectures to cover the extensive syllabus. The standardization of the Arts syllabi is therefore a good idea. Hence a committee of Dr. Asha Dayama, Dr. Sam Taraporewala and Dr. Fleur D'Souza was formed to present a proposal. In consultation with the Principal, they proposed the following: "*That in the interest of standardizing the amount of content in the syllabi of each department, it is resolved that for Courses in*



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the Arts Faculty with 3 lectures per week, there will be 3 units and for Courses with 4 lectures per week there will be 4 units in the syllabi. Also resolved that the setting of Question Papers should be such that students are not able to exclude any full unit for study but that there will be internal choice of a minimum of 50% of the total marks in the End Semester Examination." However, there were strong reservations expressed about this wording, especially since the Language Courses may find themselves constrained in this system. Hence it was decided to defer this to the next meeting, to give time to reflect on wording that will be suitable to all.

- e. The Principal gave some information about financial losses inspite of the fact that the fees for the Self-Financing Courses had been raised by 20% in the last year. Hence in the Management Board meeting we have proposed an increase in the fees by 5% for the Self Financing Courses. He further informed that the University of Mumbai increased the Gymkhana fees in the middle of the year and there was a lot of commotion among the students about this.
- f. The Principal said that the College has decided on applying for the Professors posts. Our senior teachers who qualify for this post will be asked to apply. We are eligible for 10% of the posts of Associate Professors which arrives at 4 posts. We will have to call candidates 3 times the number of posts from among the ones who meet the requirements seniority wise. They will need to have 5 publications and the required API Scores to be eligible. The soft copies of the application forms will be made available to our teachers.
- g. A clarification was asked about the Internships that the college encourages students to go for after the 4th Semester. The safety of the girls was a concern, it was thought. The Principal felt that the College could think of elaborating on the norms for the internships.
- h. On behalf of the Board the Principal gave a vote of thanks to Prof. Maureen for her active participation and for her contribution to the College. He also thanked the entire Academic Board for their collaboration.

The meeting ended with a vote of thanks.



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