



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

**MINUTES OF THE ACADEMIC BOARD MEETING ON 13.10.2016**

**AGENDA:**


1. Passing the Minutes of the previous meeting
2. Passing any new amended syllabi
3. Any other matter

The members present were:

1. Dr. Agnelo Menezes, Chairperson & Principal
2. Dr. Avadhoot Nadkarni, Professional Expert
3. Dr. (Fr.) Roy Pereira, S.J., Convenor
4. Dr. (Ms.) Asha Dayama, Head, Dept. of Hindi
5. Ms. Pearl Pastakia, Head, Dept. of English
6. Ms. Alpana Palkhiwale, Head, Dept. of French
7. Ms. Anita Rane, Head, Dept. of Ancient Indian Culture
8. Ms. Pratiba Naitthani, Head, Dept. of Political Science
9. Ms. Ruby Pavri, Head, Dept. of Psychology
10. Dr. Sam Taraporevala, Head, Dept. of Sociology
11. Dr. (Ms.) Aditi Sawant, Head, Dept. of Economics
12. Dr. (Ms.) Shyamala Bodhane, Head, Dept. of Physics
13. Dr. (Ms.) Ujwala Bapat, Head, Dept. of Botany
14. Dr. Freddie Havaladar, Head, Dept. of Chemistry
15. Ms. Myrtle Fernandes, Head, Dept. of Statistics
16. Dr. (Ms.) Smita Krishnan, Head, Dept. of Zoology
17. Dr. Hrishikesh Samant, Head, Dept. of Geology
18. Ms. Miriam Stewart, Head, Dept. of Microbiology
19. Dr. Shiney Peter, Head, Dept. of Biotechnology
20. Ms. Soni George, BMS Coordinator
21. Dr. (Ms.) Jyoti Singh, B.Sc. (IT) Coordinator
22. Ms. S. Periyannayagi, BMM Coordinator
23. Dr. (Ms.) Nandita Mangalore, Head, Dept. of Life Science
24. Dr. Rajendra Shinde, Nominated Faculty

The meeting of the Academic Board began at 2.30 p.m. in the SCAVI.



  
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- 1) The minutes of the previous meeting were read and discussed. The minutes of the meeting were proposed by Dr. (Ms.) Anita Rane and seconded by Dr. (Ms.) Nandita Mangalore.

### Points arising out of the Minutes:

- a. It was stated that there should be uniformity in the Course Codes of all the Arts & Science departments. There were also some suggestions given by some of the Academic Council Members. The Principal said that we will appoint a small Committee to create a prototype on this and then decide.
- b. After doing the Moderation of the top 4 students we can randomly pick up 20% of the remaining papers.
- c. We have spoken to the Under Secretary regarding the continuity of Autonomy. We need to have it in writing from the UGC.

### Action Taken:

- a. We had created a draft of the practicals and sent it to the departments and then it was printed in the College Handbook.
- 2) The syllabus ratified by the Board of Studies for Chemistry and Statistics was presented before the Academic Council.
    - 2.1 The Chemistry syllabus for Semester VI has been upgraded upto 25-30%. Course Nos. 6.01 – 6.04, Practicals as well as Applied Component syllabus has been upgraded. The Principal suggested that the number of References for the books should be reduced and they should be arranged in alphabetical order.
    - 2.2 The FYBA Statistics syllabus has been changed for the 2<sup>nd</sup> Semester. This will be implemented from the next academic year 2017-18.
  - 3) Standardizing the syllabus format for the College website: Please give suggestions for changes if any.
  - 4) Ratification of changes in the First Semester CIA Marks:
    - In the First Semester the CIA-I will be for 15 marks and CIA-II will be for 25 marks.
    - For the End Semester Exam the departments have to submit 2 sets of question papers for 60 marks and 2 sets for 100 marks.
  - 5) Attendance Grades: The Attendance grades will be displayed on the End Semester marksheets for the First Year students. For the SY & TY



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attendance status will not be displayed on the marksheets. The attendance that is taken in the class is full proof. For the students who are absent due to illness they should be marked as absent in the marksheet. Students must have atleast 50% attendance to sit for the 100 marks paper.

- 6) It was suggested that softcopies of the Semester Marksheets should be uploaded for students to print out when they need and they will not be given hard copies of the End Semester Exams. The College already has lot of hard copies of marksheets which are not yet collected by the students. The students can be told to print out their marksheets from the website and get it certified from the College.
- 7) Possibility of offering an Honours Degree Course: there was a discussion about the Honours Programme wherein it was suggested that we could add just one credit to our system and we can have an Honours Degree.
  - 1.1 It was suggested that we take it up with the Management Board before asking the University of Mumbai. If we introduce Honours Degree we will need to specify why it is called as Honours Degree.
  - 1.2 Earlier we did not have co-curricular activities therefore the students were asked to make assignments and then they were given Honours Degree. We have to define clearly what extra could be introduced to add that one credit for the Honours Degree.
  - 1.3 We are not getting sanction for our posts from the Government and if we have to put in more work it will affect the departments.
  - 1.4 We should change the nomenclature of the Honours Programme.



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