

Shree Manibhai Virani & Smt. Navalben Virani Science College (Autonomous), Rajkot
Affiliated to Saurashtra University, Rajkot

MINUTES OF THE EIGHTH MEETING OF
ACADEMIC COUNCIL HELD ON 18th JANUARY, 2022 IN HYBRID MODE

With the divine blessings of **H.D.H. Param Pujya Hariprasad Swamiji**, a meeting of members of Academic Council was held in hybrid mode on **18th January, 2022** at **11:00 am** using **Google Meet Platform link <https://meet.google.com/cdi-feeh-qiy>**. All the members of Academic Council, except the following, attended the meeting:

| SN | Name of Member | Designation | Reason of Absence |
|----|-------------------------|---|-------------------|
| 1. | Shri Paresh B. Maru | GB nominated Member - Law | Absent |
| 2. | Shri Siddharth Shah | GB nominated Member - Industry | Absent |
| 3. | Dr. Devang A. Tank | GB nominated Member - Medicine | Leave of absence |
| 4. | Shri Dhanshukhbhai Vora | GB nominated Member - Commerce | Absent |
| 5. | Dr. Mihir J. Joshi | Hon. V.C. Saurashtra University nominee | Absent |
| 6. | Dr. Hiren H. Joshi | Hon. V.C. Saurashtra University nominee | Absent |

1. Welcome and introductory remarks by Chair

Dr. K. D. Ladva, welcomed the august body and informed following:

- **NAAC A&A Cycle-3:** In response to the letter written by the college regarding validity period of NAAC Cycle-2 accreditation considering Covid-19 pandemic; NAAC office have clarified vide letter no. NAAC/Covid-Ext./BSP/2021 dated 07/12/2021 following:
The validity period of the Cycle-2 accreditation stands **extended** with the existing 'A' grade with 3.28 CGPA **till the completion of the 3rd Cycle A & A Process** "provided the college submits the online IIQA within **three months** from the resuming of the **normal academic activities as per the Government / University notification.**



As per the NAAC notification dated 7th Dec. 2021; the college has submitted AQAR's for A.Y. 2018-19 & 2019-20 on NAAC HEI portal before 31/12/2021; and have also made minor improvements/corrections as per NAAC email dated 03/01/2022. The online AQAR submission for A.Y. 2020-21 is in progress & will be made before last date 31st Jan. 2022.

- **SSIP:** The College has signed MoU with Gujarat Knowledge Society (GKS) for Gujarat Government Scheme of Student Startup and Innovation Policy (SSIP) 1.0 and received grant / financial support for the period of 2018-21. The GKS has sanctioned Rs. 5.0 lakh and have released Rs. 1.97 lakh. The college has successfully completed SSIP grantee evaluation by Government auditors on 29th & 30th November 2021. Government of Gujarat has extended the period from 2022-2027 for new policy recognized as SSIP-2.0.
- **Innovation Club:** Department of Higher Education, Government of Gujarat has launched a scheme Innovation Club in December 2021; the college has formed innovation club and submitted consent letter to CHE, Gandhinagar on Cogent Portal dated 23/12/2021. Salient features of Innovation club:
 - **Uplift research and innovation** in Gujarat by igniting Technical and Non technical students in the field of research and Start ups.
 - Students will be trained for **Blocked Based Coding** (Total 15 Online modules will be taught to the students in every week for 1.5 hrs)
 - Students will also be trained for **Sensors, Smart Devices and by DO-It-Yourself DIY-kit** provided to the institution
 - Students can develop **proto types** or **model** based on their ideas

Dr. Sheela Ramachandran suggested that NAAC is going to revise its procedure and its manuals and it's likely to be more Outcome Based and Impact Based. Therefore, it is suggested to prepare a draft SSR. She urged the college should concentrate in bidding for award like IIC and ARIIA.

Dr. Ladva informed that the college has already started collecting data for the same and will also start in parallel activities for preparation of IIQA, draft SSR, GSIRF & NIRF-2022. Dr. Ladva informed the dynamic improvements in the NAAC AQAR data templates and also



acknowledged the user friendly. He also assured that the college will participate in bidding for award in IIC as well as ARIIA.

The above was approved and seconded by **Dr. Sheela Ramachandran**.

2. Overview of Academic and Administrative activities.

2.1 Confirmation of minutes of 7th meeting of Academic Council held on 11/09/2021.

Dr. K. D. Ladva informed that the seventh meeting of Academic Council was held on 11/09/2021 and since no comments were received from any member, hence the Minutes were approved.

The above was **seconded** by **Dr. S. J. Shah**.

2.2 Academic Event Calendar-2021-22

- The academic event calendar AY 2021-22 – **EVEN Semester** of the college for All UG Sem.-II, IV & VI has been prepared considering following guidelines / circulars:
 - The common academic calendars published by Education Department, Government of Gujarat vide resolution no. Parach/2018/61/Kh.-1 dated 26/10/2021.
 - The Common Academic Calendar of affiliating Saurashtra University Circular no. AK/948/2021 dated 28/10/2021
 - UGC guidelines on examination and academic calendar in view of Covid-19 pandemic – July 2021 published by UGC vide D.O.No. F.1-1/2021 (Secy) dated 16/07/2021.

The above was ratified, approved and seconded by Er. R. S. Tank.



2.3 Teaching, Learning & Evaluation methodologies / strategies adopted for AY 2021-22

A.Y. 2021-22:

The TL&E activities for A.Y. 2021-22 (odd & even semesters) including conduction of examination as per the Academic calendar for AY 2021-22 of the college has been implemented with following details.

- A.Y. 2021-22 - ODD Semesters**

| Program | Semester | Date of Commencement T & L Activity | T&L Mode | Month of SEE | Mode |
|-----------------|----------|-------------------------------------|----------|--------------|-----------------|
| All UG Programs | 5 | 15-Jun-2021 | Offline | Nov.- 2021 | Offline |
| | 3 | 24-Jun-2021 | | Nov.- 2021 | Offline |
| | 1 | 20-Sept-2020 | | Feb. - 2022* | Offline/Online* |

*proposed

- A.Y. 2021-22- EVEN Semesters**

The regular academic TL & E activities are in progress for even semesters of UG programs with following details:

| Program | Semester | Date of Commencement T & L Activity | T&L Mode* | Month of SEE* | Exam Mode* |
|-----------------|----------|-------------------------------------|--------------------|---------------|--------------------|
| All UG Programs | 6 | 06-Dec-2021 | Online/ Offline | April - 2022 | Online/ Offline |
| | 4 | 06-Dec-2021 | | April - 2022 | |
| | 2 | 10/21-Feb-2022* | | June - 2022 | |

*proposed

The approval is sought for remaining TL & E activities including CIA/ SEE for even semesters of all UG programs be conducted in online / offline/ hybrid blended mode as per the prevailing C-19 preventive guidelines stipulated by the management, affiliating University, State Government/ UGC.

The above was ratified, approved and seconded by Dr. N. D. Pandhi.



2.4 Results of examination of A.Y. 2021-22 (Odd Semester)

The highlights of the results of examinations conducted in A.Y. 2021-22 for all the UG programs are as follows:

| Program | Semester | Pass Percentage Oct. / Nov. - 2021 |
|---------|----------|---------------------------------------|
| All | III | 89.08 |
| B.Sc. | V | 85.18 |

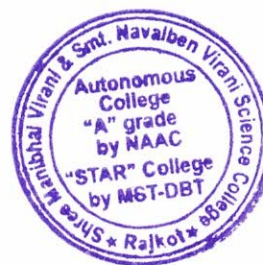
The above results were approved by the Result Passing Board in its meeting held on 15/12/2021.

Dr. Sameer K. Vaidya appreciated the efforts of the Principal and CoE in the preparation of academic calendar and he suggested that the duration between last semester end exam and declaration of its result should be less as much as possible.

Dr. Ladva informed that the college keeping in mind the protocol book of CoE has always declared result before 20 Days from the last semester end examination.

Dr. Sheela Ramachandran appreciated that the college is benefiting students with a time bound academic event calendar encompass the learning capabilities of the students as well as their assessment irrespective of the challenges we all are facing. She has proposed two suggestions. Firstly, let us not try to delay the completion of the examination of final year students. It should not be delayed beyond the month May. Secondly, the college should take care that all the students must give all components of assessment. Even though presence of students in assessment & evaluation is 95% but then take follow up of remaining 5% students. Find out the reason for their inability for the same whether it is corona or unable to access the technology. She suggested that the members of Academic Council should take a decision that such students must be given a second chance. We must enable every single students to attend all the component of assessment & evaluation and to complete the program successfully. She urged that the Academic Council must give authority to the Principal to take the decision regarding how to enable such students this time as well as year to come till the pandemic persist and report back it back in the next meeting.

Dr. Ladva informed that the college has taken every step to complete the academic events as per Academic Calendar. He informed that the college has conducted survey of the students regarding COVID-19 pandemic and found that the 5% students who have been not able to



attend the assessment and evaluation is only due to the COVID-19 pandemic, they have also submitted their medical reports for the same. He also informed the body that department wise and program wise mentors are in continuous contact with the parents and the students.

The above was ratified, approved and seconded by **Dr. Sameer K.Vaidya**.

3. **Deliberations made in various BoS including Interdisciplinary-BoS.**

The resolutions made / passed by individual BoS including ID-BoS are presented hereunder for approval

3.1 **Aspects related to Individual BoS**

3.1.1 **Resolutions of BoS in Chemistry**

The BoS in Chemistry met on **18/12/2021** to deliberate on the above aspects, and I, **Dr. M. S. Vadodariya**, have the honour to move the followings:

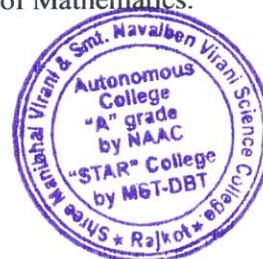
- 3.1.1.1 Scheme of Learning and Evaluation for **Semester-II** of B.Sc. Chemistry program
- 3.1.1.2 Syllabi framed for all theory & practical courses of Semester-II of B.Sc. Chemistry program
- 3.1.1.3 Syllabi & Evaluation norms framed for **Part-III - Value Added Course/s** (VAC) offered by Chemistry department
- 3.1.1.4 List of Paper Setters and Examiners for Semester-II - Practical & Theory courses of B.Sc. Chemistry program
- 3.1.1.5 Question Paper Pattern framed for Semester-II courses of B.Sc. Chemistry.
- 3.1.1.6 All the above be applicable for students admitted from **A.Y. 2021-22 & onwards.**

The above was approved and seconded by **Dr. Sonal J. Shah**.

3.1.2 **Resolutions of BoS in Mathematics**

The BoS in Mathematics met on **18/12/2021** to deliberate on the above aspects and I, **Mr. Jignasu N. Chauhan**, have the honour to move the followings:

- 3.1.2.1 Scheme of Learning and Evaluation for **2nd Semester** of B.Sc. Mathematics.
- 3.1.2.2 Syllabi for **2nd Semester** courses for UG Program: B.Sc. Mathematics.
- 3.1.2.3 Syllabi and Evaluation norms for **Part- III - Value Added Course (VAC): Vedic Mathematics** offered by Department of Mathematics.



3.1.2.4 List of Paper Setters and Examiners for Practical & Theory courses for 2nd semester.

3.1.2.5 Question paper pattern for 2nd semester courses of B.Sc. Mathematics.

3.1.2.6 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Dr. Sameer K. Vaidya**.

3.1.3 Resolutions of BoS in Microbiology

The BoS in Microbiology met on 18/12/2021 to deliberate on the above aspects, and I, **Dr. Neepa Pandhi**, have the honour to move the followings:

3.1.3.1 The Scheme of Learning and Evaluation for 2nd Semesters of B.Sc. Microbiology.

3.1.3.2 The Syllabi of courses of 2nd Semesters of B.Sc. Microbiology Program

3.1.3.3 Syllabi & evaluation norms of **Part-III- Value Added Course/s (VAC)** offered by Microbiology department.

3.1.3.4 List of Paper Setters and Examiners for Practical & Theory courses for 2nd semester.

3.1.3.5 Question paper pattern for 2nd Semester theory & practical courses.

3.1.3.6 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Mr. Jignashu N. Chauhan**.

3.1.4 Resolutions of BoS in Biochemistry

The BoS in Biochemistry met on 18/12/2021 to deliberate on certain aspects, and I, **Dr. Sonal J. Shah**, have the honour to move the followings:

3.1.4.1 The Scheme of learning and Evaluation for 2nd Semesters of B.Sc. Biochemistry.

3.1.4.2 The Syllabi of courses of 2nd Semesters of B.Sc. Biochemistry.

3.1.4.3 Syllabi & evaluation norms of **Part-III-Value Added Course/s** offered by Biochemistry department

3.1.4.4 List of Paper Setters and Examiners for Practical & Theory courses for 2nd semester.



3.1.4.5 Question paper pattern for 2nd Semester theory & practical courses.

3.1.4.6 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Er. Ravi S. Tank**

3.1.5 Resolutions of BoS in Physics

The BoS in Physics met on **18/12/2021** to deliberate on the above aspects, and I, **Prof. B. S. Trivedi**, have the honour to move the followings:

3.1.5.1 Syllabus of IDC course for:

3.1.5.1.1 B.Sc. Chemistry Program Semester-2

3.1.5.1.2 B.Sc. Mathematics Program Semester-2

3.1.5.2 Syllabi & evaluation norms of **Part-III- Value Added Course/s (VAC)** offered by Physics department.

3.1.5.3 List of Paper Setters and Examiners for Practical & Theory courses for 2nd semester of B.Sc. Chemistry and B.Sc. Mathematics

3.1.5.4 Question paper patterns for 2nd Semester courses.

3.1.5.5 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Dr. Kartik D. Ladva**.

3.1.6 Resolutions of BoS in Biology

The BoS in Biology met on **18/12/2021** to deliberate on the above aspects, and I, **Dr. Reena P. Dave/ Dr. S. J. Shah**, have the honour to move the followings:

3.1.6.1 Syllabus of IDC course for:

6.2.6.1.1 B.Sc. Biochemistry programme Semester-II

6.2.6.1.2 B.Sc. Microbiology programme Semester-II

3.1.6.2 Syllabi & evaluation norms of **Part-III- Value Added Course/s (VAC)** offered by Biology department.

3.1.6.3 List of Paper Setters and Examiners for Practical & Theory courses for 2nd semester of B.Sc. Biochemistry and B.Sc. Microbiology.

3.1.6.4 Question paper pattern for 2nd Semester courses.

3.1.6.5 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Dr. Milan S. Vadodariya**.



3.1.7 Resolutions of BoS in English

The BoS in **English** met on **18/12/2021** to deliberate on the below aspects, and I, **Dr. Neeharika Rawat** have the honour to move the followings:

- 3.1.7.1 The Scheme of Learning & Evaluation for Semesters-II of all B.Sc. Programs
- 3.1.7.2 Syllabus for Course offered to all B.Sc. programs in 2nd Semester.
- 3.1.7.3 Syllabi & evaluation norms of following **Part-III - Value Added Courses** offered by English department
 - 3.1.7.3.1 English for Competitive Exams
 - 3.1.7.3.2 Introduction to Phonetics and Spoken English
- 3.1.7.4 List of Paper Setter and Examiner for the 2nd semester courses.
- 3.1.7.4 Question paper pattern for 2nd semester courses
- 3.1.7.5 All the above be applicable for students admitted from A.Y. 2021-22 & onwards.

The above was approved and seconded by **Dr. Bimal S. Trivedi**.

3.1.8 Resolutions of Interdisciplinary BoS

The Interdisciplinary BoS met on **13.01.2022** and I, **Dr. K. D. Ladva**, have the honour to move the following resolutions.

- 3.1.8.1 Syllabus and Evaluation norms of Part-III A & B - Ability Enhancement Courses (AEC):
 - 3.1.8.4.1 Syllabus and Evaluation norms for Part-III-A, SEC-I Value Added Course: पंचगव्य विज्ञान (Panchgavya Vigyan)
 - 3.1.8.4.2 Part-III-B- Finishing School (FSC): Career Acceleration Program (FS-III) Module-2
- 3.1.8.2 All the above be applicable for students admitted from A.Y. 2021-2022 & onwards.

The above was approved and seconded by **Dr. Sheela Ramachandran**.

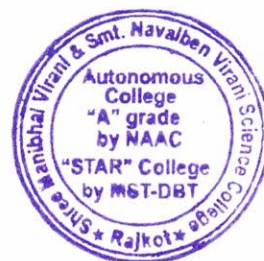


Table Agenda:

4. Issuance of Final Degree Certificate to B.Voc. and 5 Years Integrated Programs:

Dr. Ladva informed the august body the following:

The college have introduced following integrated programs from A.Y. 2016-17 as per the UGC's guideline for Autonomous College.

- 5 Years Integrated B.Sc. - M.Sc. Microbiology
- 5 Years Integrated B.Sc. - M.Sc. Mathematics
- 5 Years Integrated B.Sc. - M.Sc. Chemistry

After getting recommendations / approvals from the BoS, AC and GB of the college; the affiliating Saurashtra University have been informed **before A.Y. 2016-17 admission** and have submitted the program wise list of candidates admitted along with necessary documents for verification to the University.

As per the requirement of the degree convocation the O.R. of the successful candidates **who have taken exit at the end of 3rd year**; have been submitted in prescribed format of Saurashtra University. Accordingly the University has **issued provisional degree certificates** to the students of 2016-19 and 2017-20 batches; but the **final degree still awaited**.

In response to the follow-ups taken by the college; Saurashtra University vide its letter no. AK/1040/2021 dated 22/12/2021; have informed that the issuance of final degree certificates agenda will be put up in the next ensuing senate meeting of the University schedule on **01/02/2022 for the approval**.

Similarly the final degree certificates are still awaited for B.Voc. Vocational Programs with following details:

| Program | Batch | Batch Affiliation to Saurashtra University |
|--|---------|--|
| B.Voc. Chemical Technology and B.Voc. Pharma. Analysis & Quality Assurance | 2015-18 | Non autonomous |
| | 2016-19 | UGC's Autonomy |
| | 2017-20 | UGC's Autonomy |



In response to the follow-ups taken by the college; Saurashtra University vide its letter no. AK/1040/2021 dated 22/12/2021; have informed that Academic section have forwarded the recommendations of Dean, Faculty of Science to the Hon'ble Vice Chancellor of Saurashtra University for appropriate guidance/direction and approval.

Dr. Sheela Ramachandran urged that this Academic Council is only for the Autonomous College, therefore for the batch of 2015-2018 batch which comes in non-autonomous status, so in that this august body does not have any say. For that the Principal has to write a separate letter to the Saurashtra University and then take necessary follow ups. She asked the Principal that aforementioned programs have been discontinued from 2018-19 & onwards. The Principal confirmed the closure of all 5 Years Integrated B.Sc. - M.Sc. programs and also all B.Voc. programs under DDU KK; from 2018-19 & onwards as per resolution made in the Governing Body of the college.

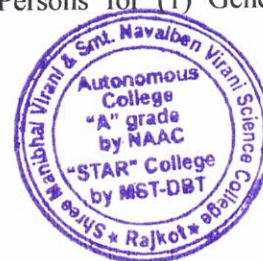
In response to the query raised by Dr. Sheela Ramachandran; Dr. Ladva, informed that all the students have opted voluntarily for exit at the end of 3rd Year in all 5 Years Integrated programs and will get degree of B.Sc. Chemistry, B.Sc.-Microbiology and B.Sc. Mathematics respectively. The said resolutions were passed by the BoS and Academic Council of the college.

She emphasized that on the basis of strong recommendation of this august body, the Principal should write a follow up letter to the Saurashtra University regarding issuance of the degree.

Dr. Sheela Ramachandran suggested that the college should continue and confirm to schedule the meeting of Academic Council soon after the completion of a semester and before the commencement of next semester for the sake of not only stating what has been done for getting recommendations but it is also to do gap analysis and improvement strategies.

She suggested two agendas which will be the expectation of reporting in future - First, the outcome & impact of the Result Analysis and ATR and Second, the feedback on teacher's performance with ATR and its outcome. Also to upload on institutional intranet for reference and improvement, this is also important from NAAC point of view. The Principal replied that the department is conducting their monthly departmental meeting in which they discuss and prepare ATR based on result analysis including remedial coaching conducted and its impact.

She asked the Principal to identify one or two Resource Persons for (1) Generation and




validation of MCQ for preparation of Question Bank for Concept Recapitulation Test (CRT) and (2) for assessment of attainment of course outcome through feedback questionnaires along with the marks at the end of each course. This will also become one more model of feedback mechanism towards attainment of course outcome similarly attainment of program specific outcome and program outcome at the end of the program. She suggested to conduct a HoD council internal meeting for discussion & finalization of the vertical/tracks for DSE cluster & TDE cluster in light of NEP-2020 aspiration.

The above was seconded by **Dr. Sameer K. Vaidya**.

Adjournment:

Dr. K. D. Ladva adjourned the meeting after Vote of Thanks, proposed by **Er. Ravi S. Tank**




Principal
Shri Manibhai Virani and
Smt. Navalben Virani Science College
(Autonomous) Rajkot.