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

Affiliated to Saurashtra University, Rajkot

Date: 26/09/2020   **Time 4:00 pm**   **Venue: Online**

BOARD OF STUDIES – ENGLISH

AGENDA:

1. **Welcome and introductory remarks by Chairman**

2. **ATR of the recommendations / resolutions made in previous BoS meeting.**

3. **Online TL & E methodologies/ strategies adopted for A.Y. 2019-20 & 2020-21 as per UGC, Government and University preventive guidelines for Covid-19 pandemic.**

4. **Adoption and implementation of UGC – Learning Outcomes based Curriculum Framework (LOCF) for Undergraduate Education from A.Y. 2021-22 in harmony with National Education Policy-2020.**

5. **Syllabus & Evaluation norms of Part III AECC- Co curricular Course Entitled**

   "Written Communication in English" to be introduced from AY 2020-21

6. **Updation of List of Question Paper Setters and Examiners-Theory & Practical for UG and PG Programs.**

7. **Any other**

Minutes:

1. The Chairperson Welcomed all the members of the Board of Studies to the first meeting after conferment of extension of the autonomous status (up to 2023-24) to the college by UGC.

   The Chairperson of the BoS placed on record the gratitude of the department to the previous members of this BoS for their kind and able contribution towards the effective implementation of academic autonomy.

   Due to C-19 pandemic first national lockdown was observed on 22nd March 2020 followed by Phase-1 to till date; following activities have been carried out by the college.

   - Three Blood donation camps for the benefit of thalassemia patients (104-units) were organized in association with Red Cross Blood Bank, Atmiya University and Saurashtra University during April-2020.
   - Following events were organized in association with Atmiya University, Rajkot.

Event	Topic	Date	Resource Person
OBE – FDP (02)	Rubrics as an Assessment Tool - Part I	28-04-20	Prof. Sheela Ramachandran Pro-Chancellor, Atmiya Uni., Rajkot
	Rubrics as an Assessment Tool - Part II	06-05-20	
Webinar (05)	Development of Testing-Kits & Global Diagnostics Methodologies for COVID-19	23-05-20	Dr. Vraj Rabadia, Head, Non-Clinical Discovery, ApoPharma Inc, Apotex, Toronto, Canada
	Technologically Important Materials	17-06-20	Prof. S. Kalainathan, Director, Centre for Crystal Growth, VIT, Vellore, TN
	Understanding Innate Immunity in CANCER	18-06-20	Dr. Riva Verma, Cancer Immunology, Uni. of Singapore
	Electronic Materials & Devices for Select Space & Defense Applications - An Overview	19-06-20	Prof. V. N. Mani, Sr. Scientist-E, Centre of Materials for Elec. Tech., IT Dept., Govt. of India, Hyderabad
	Relevance of X-Rays : A WONDER RADIATION (For Men and Materials)	20-06-20	Prof. Rajni Kant, Dean-Faculty of Science, CoE, Uni. of Jammu, Jammu Tawi
E-Content FDP (01)	E-content development: Video Recording & Editing	9th & 10th June 2020	ICT experts of the college and Atmiya University.
MS Teams-FDP (02)	Online Teaching using MS-Teams	17th to 20th June 2020	KCG and Microsoft Trainers (for 1. Principal + ETRP 2. All teaching staff)
NEP-FDP (01)	National Education Policy 2020 - Overview	23-09-20	Dr. Y. M. Jayaraj, Hon. VC, Pravara Institute of Medical Sciences, Loni Bk, MH

- Following student centric co/extra-curricular activities were organized.

Day	Competition	Date	Remark
Gujarat Establishment	Essay, Painting and Poem	01-05-20	Saptadhara Competitions
World Environment	Quiz	05-06-20	In association with Gujarat Pollution Control Board, Rajkot
International Yoga	Quiz	21-06-20	In association with Gujarat State Yoga Board, Gandhinagar
World Photography	Photography	24-08-20	In association Atmiya University, Rajkot
Independence Day	Total 18 NCC cadets, 08 NSS volunteers and NCC officer of the college have served Rajkot district administration for C-19 preventive measures for two months April & May 2020 and they were felicitated for exhibiting extra ordinary courage as Corona warriors.		

- **MOOCs**:

The college has been benefited by the partnership of Atmiya University with COURSERA (American MOOC provider) for free Certificate Courses during the C-19 pandemic.

Certificate courses have been completed by Faculty participants from the department.

2. The chairperson discussed about the recommendations / resolutions which were made in the previous BoS meeting held on 5th June 2019 & approved in the academic council meeting held on 12th June 2019 and expressed the effective implementation by the department

3. As per the academic calendar A.Y. 2019-20 of the college, the teaching & learning process of all UG, PG & Integrated programs have ended on/before 9th March 2020; the 2nd internal evaluation (i.e. 2nd CIE) was scheduled from 23rd March 2020 and subsequently Semester End Examination (theory) – 2019-20 for all UG, PG & Integrated programs were scheduled from 1st April 2020 & onwards. The SEE (practical) have commenced from 11th March 2020.

Due to Covid-19 pandemic; first National lockdown was observed on 22nd March 2020 followed by Phase-I to till date and as per the approval of the Governing Body of the college (GB in C dated 21/07/2020) based on various circulars / C-19 preventive guidelines of UGC, Education Department and affiliating University; the internal & semester end evaluations – T & P were conducted giving proctored online / offline options to the students in two phases. The internal test was conducted during April / May 2020 and semester end examinations during July / August 2020 for even semesters of following programs.

- B.Sc. (All)

A.Y. 2020-21

The college has initiated online / offline admission processes on 15th May 2020 as per admission / admission processing committee's resolution the merit list schedule was published on college website on 6th June 2020. The admission counseling was made online as well as at college following the guidelines issued by the Government.

The Department of Education, Government of Gujarat has implemented UDAYAM-Unlimited Digital Advanced Yearlong Academic Method of Learning project for providing Administrative and Academic resources to the HEIs during C-19 pandemic (Education Department, GoG, Circular No. PaRaCh/2020/OnlineEdu/Kh dated 22/06/2020).

The Department of Education, Government of Gujarat has facilitated all the GIA Colleges with Single sign on system-COGENT and Microsoft Teams platform for online Teaching Learning & Evaluation-TLE. The KCG and MS Teams trainers have conducted online two trainings for Principal, ETRP and all staff members. The Government has also established cluster lead college for the rectification of relevant issues and queries

The Sarvoday Kelavani Samaj, managing trust of the college have also facilitated with all digital and physical resources required for the conduction of SIP & TLE during Covid-19 pandemic. The college has conducted two days FDP on E-content development: Video Recording & Editing on 9th & 10th June 2020.

The online teaching-learning classes started with Student Induction Program (SIP) for Semester-3 in phased manner from 9th July 2020 & onwards for A.Y. 2020-21.

The online Student Induction Program (SIP) followed by teaching, learning & evaluation has started from 25th August 2020 for UG semester-1 students admitted in 2020-21 as per academic calendar. During five days SIP, thrust was given on Life Skills (VECD), Basic Computer Skill, E-learning Resources and Communication Skills.

As per the academic calendar of the college the first CIA: Component Test-1 for the UG of semester-3 of following programs is from 21st to 25th Sept. 2020.

- B.Sc. (All)

4. The Learning Outcomes-based Curriculum Framework (LOCF) works towards a more holistic experience for the students, while focusing not just on knowledge delivery in higher education but also on the application of knowledge through field and lab work and emphasizes on application of knowledge to real life experiences. Besides this, students will attain various 21st century skills like critical thinking, problem solving, analytic reasoning, cognitive skills, self-directed learning etc.

The LOCF is a framework based on the expected learning outcomes and academic standards that are expected to be attained by graduates of a program of study and holder of a qualification.

The college has already implemented Outcome based Education System for M.Sc. programs from 2019-20 & onwards. The college will come up with the key outcomes that underpin curriculum planning and development at the UG level include Graduate Attributes, Qualification Descriptors, Program Learning Outcomes, and Course Learning Outcomes and Teaching - learning process & Assessment methods for the students admitted in various UG programs from AY 2021-22.

5. The chairperson put forward Syllabus & Evaluation norms of Part III AECC- Co curricular Course Entitled "Written Communication in English" to be introduced from AY 2020-21

6. The updated List of Question Paper Setters and Examiners-Theory & Practical for UG Programs was shared with the members

All the members appreciated the efforts of the institution and the department. Sharing their expertise with proactive inputs, they deliberated on the agenda and unanimously agreed for it to be recommended to Academic Council for approval for students admitted from **AY 2020-21 & onwards:**

1. Syllabus & Evaluation norms of Part III AECC- Co curricular Course Entitled "Written Communication in English" to be introduced from AY 2020-21   **(Enclosure –I)**

2. Updated List of Question Paper Setters and Examiners-Theory & Practical for UG Programs.   **(Enclosure - II)**

S.No.	Name	Designation	Present/Absent
1.	Ms. Shivangi D. Oza	Head of Department I/C Chairperson	
2.	Dr Alpesh Joshi	Subject Expert, VC Nominee	
3.	Mr. Jay A. Ranpura	Subject Expert, AC Nominee	
4.	Ms. Janma Vasavada	Member Industry/Corporate Sector/Allied Area	
5.	Mr. Nishant B. Dave	Faculty Member	
6.	Ms. Jayana Gajjar	Faculty Member	