

*Shikshana Prasaraka Mandali's*  
**Ramnarain Ruia Autonomous College**  
 Matunga, Mumbai 400019  
 Minutes of the 7<sup>th</sup> meeting of the  
**Academic Council**  
 Held on THURSDAY, 5th NOVEMBER 2020

The 7th meeting of the Academic Council of the Ramnarain Ruia Autonomous College was held on THURSDAY, 5 NOVEMBER 2020, at 4 pm via Zoom online meetings platform.

The status of the Council members was as follows.

<b>Sr. No.</b>	<b>Name of the Person</b>	<b>Designation &amp; Department</b>	<b>Present/Leave of absence Granted</b>
1.	Dr. Anushree Lokur	I/C Principal	Present
2.	Dr. Sujata Suvarnapathki	Member Secretary	Present
3.	Dr. Mohsina Mukadam	Principal's Nominee	Present
4.	Dr. Varsha Shukla	Principal's Nominee	Present
5.	Dr. Jessy Pius	IQAC Coordinator	Present
6.	Dr. Sunil Shankhadarwar	Exam In- charge	Present
7.	Prof. S. D. Samant	Former Head, Department of Chemistry, ICT, Mumbai,	Present
8.	Dr. Uday Salunkhe	Director of the Welingkar Institute of Management Development & Research, Mumbai	Leave of absence granted
9.	Dr. Hrishikesh Soman	Principal, Symbiosis College of Arts and Commerce, Pune	Present
10.	Prof. Sunil Bhagwat	Professor, Institute of Chemical Technology,	Present
11.	Dr. Manjiri Kamat	Professor, Department of History, University of Mumbai	Leave of absence granted
12.	Dr. Saroj Ghaskadbi	Professor, Department of Zoology, Savitribai Phule Pune University, Pune	Leave of absence granted

13.	Dr. Urmila Moon	Head, Dept. of Commerce	Present
14.	Dr. Varsha Malwade	Head, Dept. of Economics	Leave of absence granted
15.	Dr. Arjun Kharat	Head, Dept. of English	Present
16.	Ms. Anjore Deshpande	Faculty, Dept. of French	Present
17.	Dr. Pravinchandra Bisht	Head, Dept. of Hindi	Present
18.	Dr. Louiza Rodrigues	Head, Dept. of History	Present
19.	Ms. Priyanka Desai	Head, Dept. of Mass Media	Present
20.	Ms. Leena Kedare	Head, Dept. of Marathi	Present
21.	Dr. Himani Chaukar	Head, Dept. of Philosophy and Psychology	Present
22.	Dr. Vaibhavi Palsule	Faculty, Dept. of Political Science	Present
23.	Dr. Vaishali Dabke	Head, Dept. of Sanskrit	Present
24.	Dr. Sachin Palekar	Head, Dept. of Bioanalytical Sciences	Present
25.	Mr. Prashant Masali	Head, Dept. of Biochemistry	Present
26.	Ms. Supriya Kale	Head, Dept. of Biotechnology	Present
27.	Dr. Sucheta Ketkar	Head, Dept. of Statistics	Present
28.	Dr. Jessy Pius	Head, Dept. of Botany	Present
29.	Dr. Manish Hate	Head, Dept. of Chemistry	Present
30.	Ms. Megha Sawant	Head, Dept. of Computer Science and Information Technology	Present
31.	Dr. Seema Shinde	Head, Dept. of Life Science	Present
32.	Dr. Rajeshwar Andhale	Head, Dept. of Mathematics	Present

33.	Dr. Anushree Lokur	Head, Dept. of Microbiology	Present
34.	Dr. Vijay Mayekar	Head, Dept. of Physics	Present
35.	Dr. Jessy Pius	Head, Dept. of Zoology	Present
36.	Dr. Sanchita Chaudhuri	Head, Dept. of Green House Management	Present
37.	Dr. Mandar Mhatre	Head, Dept. of Pharma Analytical Sciences	Present
38.	Ms. Amrita Gokhale	Head, Dept. of Tourism and Travel Management	Present
34.	Dr. Himani Chaukar	Chairperson, Foundation Course	Present

I/C Principal, Dr. Anushree Lokur welcomed all the Members to the Seventh Academic Council Meeting held on THURSDAY, 5 NOVEMBER 2020 at 4:00 pm on Zoom Platform. She started the meeting by welcoming all the members to the 7<sup>th</sup> Academic Council E-Meeting. She proudly shared with the members of the Council the sanction of 4 new courses under DDU KAUSHAL –

1. MVOC PAS
2. DIPLOMA in FLORISTRY
3. PG DIPLOMA in TTM
4. CERTIFICATE COURSE in UNDERWATER DOMAIN ACOUSTICS

She also mentioned the establishment of the very first Centre for Logic-based Consultation and Therapy in India, under Dr. Himani Chaukar Head, Dept. of Philosophy.

She went on to congratulate all staff members for successful conduction of Online exams for the year 2019-20 and informed the Council that exams for the year 2020-21 will also be conducted online in the same pattern until the current pandemic is resolved.

She thanked all staff members for their effort and hard work during the online examinations and declaration of results, as well as smooth admissions conducted for this academic year.

The Member Secretary, Dr. Sujata Suvarnapatki followed with the meeting proceedings.

She appraised the Academic Council of changes in the staffing appointments for Department of Chemistry, now headed by Dr. Manish hate, Department of PAS now headed by Dr. Mandar Mhatre and the Dept. of Zoology now headed by Dr. Jessy Pius.

She then took the meeting forward with the Agenda points for the day.

**Agenda item No.01: To confirm the minutes of the previous Academic Council Meeting held on 2<sup>nd</sup> June, 2020.**

The Minutes of the last meeting and Action report, were shared with all the members and resolutions passed therewith were reiterated.

Dr. Samant suggested that the MoM must be shared within a few weeks after the meeting is held and the Agenda for the next meeting must be shared at least 15 days before the next meeting is scheduled to ensure that all members are updated on the proceedings on day of meeting.

Dr. Hrishikesh Soman seconded the suggestion but also requested members to be considerate towards the College due to present pandemic and transition to an online set up whereby there is sizable increase in the staff's workload.

The Member Secretary and the Principal warmly appreciated his support.

The Member Secretary proceeded to take the Council through the Action Report and implementation of all suggestions given in the last meeting. She also informed the Council that the Ruia Career Guidance and Placement Cell had successfully organized Career Counselling for all graduating students of 2019-20 and 20-21 batches as per the recommendation given by the members during the last meeting.

All of the above was unanimously passed by the Council.

**Proposed by:** Dr. Vaishali Dabke      **Seconded by:** Dr. Sanchita Chaudhari

**Agenda item No.02: To scrutinize and approve the proposals for the year 2020-2021 (Even Semesters) with or without modifications made by the Subject Boards with regards to courses of studies, academic regulations, curricula, syllabi and modifications thereof, any instructional and valuation methods, procedures relevant thereto, etc.**

The Member Secretary had already sent across Table of Changes in Syllabi, if any, through email along with the MoM for the 6<sup>th</sup> Academic Council Meeting. This was once again shared with the Council and questions and queries were welcomed from the members.

It was reiterated that all Departments conducted online Board of Studies Meetings in the month of October 2020 but there were no major changes as the prior BoS meeting was held in month of April and all suggestions and changes taken into consideration before start of new academic year.

Few departments had proposed and passed modifications to their Syllabi as well as proposed new few Certificate Courses, details of which shared by each HoD individually.

Dept. of BACM modified the paper on Photography from a theory to a practical based paper. Dr. Soman questioned as to why it was not practical to begin with which the HoD Ms. Priyanka justified by stating that since now the College became Autonomous the department has gradually introduced changes to the syllabi over the period of 2 years of Autonomy. She also informed the Council that the exams for this paper will be in form of MCQs for this academic year given the current pandemic situation.

The members also queried further regarding the exam supervision for the paper and modality of practical exams whenever they may be conducted.

The HoD explained the system of a practical Viva of 15-20 minutes with use of 1 Departmental DSLR camera to be used by the examinees for the assessment.

Dept. of English: The HoD informed the Council of the introduction of a new paper on Translation Studies as a skill-based paper due to popular demand among industry and students alike.

Dept. of Economics: The Member Secretary informed the Council that the department had rearranged certain units and of topics in the syllabi as per academic requirements.

Dr Soman queried the objective of rearrangement of the topics and emphasized that syllabus must be kept relevant and contemporary and that the shift of topics has to be guided by a concrete purpose and logic.

In absence of the HoD Economics, the Member Secretary took the Council through the justifications provided by the Department for the rearrangement to ensure all units are balanced and the topics are kept contemporary and application based.

Dept. of Statistics: The Member Secretary informed the Council that Arc programming which is need of the day has been introduced this academic year as students need to apply components of data management in real time. It was suggested by the Council that Python programming must also be included in the syllabus. The HoD of Statistics Dr. Sucheta Ketkar assured the Council that they will introduce more programming and software like Python, gradually in post-pandemic period.

Dept. of Bio-Analytical Science: The HoD informed the Council that they have increased credits for their Masters programme with focus on research projects to enable students to carry out applied research for longer duration. 2 practical papers and 1 theory paper has thus been introduced as per suggestions from students and BoS. The changes now reflect 8 Total credits and more time to invest in the research project. Some units that were lengthy / repetitive have reduced credits now to balance out the total credits for the course.

Dept. of Biochemistry: The only change made to assessment modality was the idea of introducing a Project based research assessment considering current pandemic for TY and MSc students.

Dept. of Biotechnology: Introduction of Forensic Science was the only major change made to the syllabus at TY level. For MSc. Semester 3 is more has been made more practical and Semester 4 is made completely project based for 200 marks.

Dept. of Computer Sciences: The major change here was to increase internship credits and duration as per feedback from students and industry.

Dr. Soman questioned if total credits for the course were increased or were credits adjusted. It was justified by Dr. Sawant that one paper was deleted to balance the credits. She added that many MSc. Papers were adopted on BSc. level leaving a gap for adjusting credits and introduction of new papers with more focus on research and internships.

Dept. of Life Sciences: The HoD informed the Council that there were no major changes except addition of one Z test to the Semester 4 syllabus and few common topics for all PG students to give them basic research foundation.

Dept. Of Microbiology: It was informed to the Council that the main modification made was in assessment modality for practical components for internals at UG classes – marks for journals have been replaced by evaluation for interpretation and analysis for research-based projects. The same would be followed for PG as well. Since not all students have undergone an internship, they will be asked to create research proposals instead to balance out the grading.

All the above modifications were unanimously passed.

### **Resolution Numbers: Arts (UG)**

<b>Sr.no</b>	<b>Name of the department</b>	<b>Resolution Number for Academic year 2020-21 syllabus</b>
1.	Commerce	AC/II(20-21).2.RUA1
2.	Economics	AC/II(20-21).2.RUA2
3.	English	AC/II(20-21).2.RUA3
4.	French	AC/II(20-21).2.RUA4
5.	Hindi	AC/II(20-21).2.RUA5
6.	History	AC/II(20-21).2.RUA6
7.	Marathi	AC/II(20-21).2.RUA7
8.	Philosophy	AC/II(20-21).2.RUA8
9.	Political science	AC/II(20-21).2.RUA9
10.	Psychology	AC/II(20-21).2.RUA10
11.	Sanskrit	AC/II(20-21).2.RUA11
12.	Foundation Course	AC/II(20-21).2.RUA12
13.	Mathematics	AC/II(20-21).2.RUA13
14.	Statistics	AC/II(20-21).2.RUA14

RESOLVED THAT the changes in the syllabi of the subjects of all Subjects under Arts Faculty including above subjects whereby changes in syllabi were reflected, as recommended by the respective Subject Boards are approved with the requisite credits and corresponding number of lectures.

### **Resolution Numbers : Science (UG)**

<b>Sr.no</b>	<b>Name of the department</b>	<b>Resolution Number for Academic year 2020-21 syllabus</b>
1.	Bio-Analytical Sciences	AC/II(20-21).2.RUS1
2.	Bio-Chemistry	AC/II(20-21).2.RUS2
3.	Biotechnology	AC/II(20-21).2.RUS3

4.	Botany	AC/II(20-21).2.RUS4
5.	Chemistry	AC/II(20-21).2.RUS5
6.	Computer Science	AC/II(20-21).2.RUS6
7.	Life Science	AC/II(20-21).2.RUS7
8.	Mathematics	AC/II(20-21).2.RUS8
9.	Microbiology	AC/II(20-21).2.RUS9
10.	Physics	AC/II(20-21).2.RUS10
11.	Statistics	AC/II(20-21).2.RUS11
12.	Zoology	AC/II(20-21).2.RUS12

RESOLVED THAT the changes in syllabi of the subjects of all Subjects under Science Faculty including above subjects whereby changes in syllabi were reflected, as recommended by the respective Subject Boards are approved with the requisite credits and corresponding number of lectures.

#### **Resolution Numbers: B.Voc**

<b>Sr.no</b>	<b>Name of the Course</b>	<b>Resolution Number for Academic year 2020-21 syllabus</b>
1.	GHM	AC/II(20-21).2.RUV1
2.	PAS	AC/II(20-21).2.RUV2
3.	TTM	AC/II(20-21).2.RUV3

RESOLVED THAT the changes in the syllabi of all subjects under B. Vocational Programme whereby changes in syllabi were reflected, as recommended by the respective Subject Boards are approved with the requisite credits and corresponding number of lectures.

#### **Resolution Numbers: BACM**

<b>Sr.no</b>	<b>Name of the Course</b>	<b>Resolution Number for Academic year 2020-21 syllabus</b>
1.	BACM	AC/II(20-21).2.RUM

RESOLVED THAT changes in the syllabi of all subjects under the same as recommended by the Board of Studies are approved with the requisite credits and corresponding number of lectures.

### Resolution Numbers: PG Courses

Sr.no	Name of the department	Resolution Number for Academic year 2020-21 syllabus
1.	Bio-Analytical Sciences	AC/II (20-21).2.RPS1
2.	Bio-Chemistry	AC/II (20-21).2.RPS2
3.	Biotechnology	AC/II (20-21).2.RPS3
4.	Botany	AC/II (20-21).2.RPS4
5.	Chemistry	AC/II (20-21).2.RPS5
6.	Computer Science	AC/II (20-21).2.RPS6
7.	Information Technology	AC/II (20-21).2.RPS7
8.	Life Science	AC/II (20-21).2.RPS8
9.	Microbiology	AC/II (20-21).2.RPS9
10.	Physics	AC/II (20-21).2.RPS10
11.	Zoology	AC/II (20-21).2.RPS11

RESOLVED THAT the changes in the syllabi of all subjects of PG Programs whereby changes in syllabi were reflected, as recommended by the respective Board of Studies, are approved with the requisite credits and corresponding number of lectures.

**Proposed by:** Dr. Mohsina Mukadam      **Seconded by:** Dr. Seema Shinde

**Agenda Item No. 3: To institute and recommend to the Academic Council the proposals of new programmes/new collaborations/ Certificate courses/ Diploma courses/Swayam NPTEL/MOOC Courses of studies**

New Certificate Courses as passed by UGC were also placed before the Council. It was informed to the Council that these courses would be gradually introduced as physical lectures cannot be conducted at present and skill-based modules will start post pandemic.



Dr. Bhagwat suggested that we create a Centre for all Certificate Courses – a value added Courses Centre where all depts can work under one banner and resources can be pooled. All generalist courses can be clubbed together under this Centre.

Dr. Sujata Suvarnapatki assured the Council that through common orientation all Certificate courses were made known to incoming new students. The Courses along with their Syllabi have been updated on the College website so all students across the College can avail of them to earn extra credit points.

This was followed by the introduction to the newly established Centre for Logic-based therapy headed by Dr. Himani Chaukar who explained the value of this new course that would be offered to all students for personal enhancements and growth and not simply to become practitioners in this therapy.

All the above Certificate Courses were unanimously passed by the Academic Council.

**The detailed list of syllabi changes in various Programs and the list of Certificate Courses instituted in this academic year is attached in Appendix I**

**Proposed by:** Dr. Vaibhavi Palsule **Seconded by:** Dr. Vijay Mayekar

**Agenda Item No. 4: To approve the regulations regarding the admission of the students for the Post Graduate programmes. (M.Sc.) for the academic year 2020-21.**

The Member Secretary informed the Council that since this year TY Semester 6 exams were held online for many programmes therefore admitting students only on basis of scores for the same did not seem appropriate and fair. Due to which scores until Semester 5 were considered for admission to all PG Programmes. It was also informed to the Council that due to no consensus on intake criteria as per UG scores, the College had simply initiated the Application process for PG courses and hoped that the Council members would recommend suitable intake criteria for the same.

Dr. Bhagwat cited the example of his Institute's protocol of reducing weightage of UG End Semester exam for Semester 6 to 25% to giving 75% weightage for Semester 5 scores.

Dr. Soman also suggested asking applicants to submit 6<sup>th</sup> Semester marksheets by all those who have obtained results from their respective Institutes. He further recommended that College informs the applicants that Semester 6 marks will also be considered through a Notice to all.

He deliberated the idea of a SoP/ Essay submission by applicants but dismissed the idea when informed that more than 2000 applications are received each year making assessment of SoPs difficult and practically challenging.

It was suggested by the Principal that an internal meeting of all PG faculty would be conducted to reach a consensus for intake criteria and the Council members will be consulted once again post the meeting.

The above was agreed upon by all Council members.

**Proposed by:** Dr. Jessy Pius    **Seconded by:** Dr. Sachin Palekar

**Agenda Item No. 5: To approve the rules for the conduct of examinations, rules of students' evaluation for the year 2020-21 (Internal Class tests, Practical (Internal) and Semester End examinations).**

It was informed to the Council Members by the Member Secretary that all the regulations and exam protocol as mentioned in last Academic Council meeting stand as per the members' suggestions. All exams for the academic year 2019-20 were successfully conducted both through online and offline evaluation wherever suitable. The members were also informed of same pattern to be followed for Odd semester examinations for 2020-21 until any notice for the same is received from the University of Mumbai. Two Internal Class tests of 20 marks each or a combination of Class test and Assignments of 20 marks are currently being conducted online in MCQs format for most subjects.

Some departments have also conducted combination of MCQs and few subjective questions of 10 marks with best out of two patterns wherever suitable. It was also intimated that Internal Practical exams were to be conducted in form of Viva Voce.

The Members agreed to the above unanimously and passed the resolution.

**Proposed by:** Dr. Pravinchandra Bisht    **Seconded by:** Dr. Supriya Kale

**Agenda Item No. 6: Any other matter with the permission of the chair.**

Dr. Samant suggested that for the future meeting, those points that need the Council's approval can be sent across earlier to allow members time to reflect on the same and make credible suggestions during the meeting.

He also recommended the College to start thinking of long term changes to be instituted as per the New National Education Policy. The Principal assured the Council members that the College had already started preparing for expected future changes in education policy by considering 4-year degree programs, introduction of new courses in terms and more. She also mentioned that staff was already being sent for training and workshops for the next NAAC assessment.

Dr. Hrishikesh Soman informed the members that it would be wise to await guidelines from Centre and then start the planning and execution of new policies and processes under the National Education Policy.

Dr. Samant made an important suggestion of conducting a self-assessment as next year the College would complete 4 years of Autonomy.

Dr. Lokur assured him that an internal review and Academic Audit was already under process to gauge the success and improvements post autonomy. She reiterated that NAAC and NIRF

training is already being given to teachers for constant upgradation of Internal Quality Assurance.

As there was no further business the meeting concluded with a Vote of Thanks by Member Secretary who closed the meeting at 05:45 pm IST.

**Dr. Sujata Suvarnapathki**  
**Dean, Academic Affairs and Member Secretary, Academic Council**

**Minutes Approved by**

**Dr. Anushree Lokur**  
**I/C Principal, Chairwoman, Academic Council**

**Appendix I:**

**Please refer to attached document for detailed syllabi modifications for aforementioned resolutions**