Sacred Heart College (Autonomous), Chalakudy

Minutes of the Chemistry Board of Study Meeting held on 18/07/2024

Venue: Conference Hall

Time: 2 pm

Agenda of the meeting:

- To approve the B.Sc. Chemistry FYUGP Syllabus.
- To approve MSc. Chemistry Syllabus.
- To approve the syllabus of Certificate and Add on Courses for UG students.
- To decide external examiners for both UG and PG programmes.
- To decide the question paper setters for both UG and PG programmes.
- To select the minor programme for B.Sc. Chemistry.

Members Present in the meeting:

1. Dr. Santhosh Paul (Chairman & HOD)
2. Dr. Manoj A.L.
3. Dr. Jorphin Joseph
4. Dr. Anuja E.V.
5. Dr. Maheshkumar (Online)
6. Dr. Neenu Mariya Thankachan (Online)
7. Dr. Laina A.L.
8. Dr. Anjaly Jacob K.
9. Ms. Megha C.B.
10. Mr. Pournami V.P.
11. Ms. Hima Johny

REENA ITTYACHAN

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The BoS meeting of the Dept. of Chemistry has started with a silent prayer at College conference room at 2 pm. The head of the department, Dr. Santhosh Paul presided over the meeting and presented the agenda.

In the meeting, all the members were introduced themselves, and two members were attended the meeting online. The major decisions and suggestions in the meeting are as follows:

1. The meeting had a detailed discussion on the FYUGP Syllabus introduced from this academic year onwards (2024-25 AY) and approved the syllabus presented in the meeting.
2. MSc. Chemistry Syllabus prepared by the department was also discussed in the meeting and approved the same to proceed.
3. The department has chosen "Hygiene Materials" as the Certificate Course and presented the syllabus in the meeting. The meeting unanimously approved the Certificate Course syllabus.
4. The department has chosen "Medical Coding" as the Add-on course in association with Anton's Medicode, Angamaly. The meeting approved the syllabus of the Add-on Course.
5. The evaluation and grade system for all the courses were also approved by the meeting.
6. The meeting discussed about the selection of external examiners and question paper setters from outside colleges. The meeting decided to take appropriate selection of examiners and question paper setters and allowed the HoD and staff of the department to take proper selection.
7. PG and FYUGP examiners will be decided later.
8. The minor programme and MDC course Syllabus were discussed in the meeting and the meeting decided to approve the same.