Sacred Heart College (Autonomous), Chalakudy

Minutes for Zoology Board of Study Meeting held on 18-07-2024

The meeting held at 10.30 am on 18-07-2024 in the department staff room

Agenda:

1. Adoption of syllabus for UG and PG
2. Syllabus revision of Physiology for Integrated Psychology
3. Mode of conduct of internal examinations - implementation of OBE - CO and PO mapping
4. Mode of Conduct of open-ended module
5. Panel of examiners and question paper setters
6. Skill based courses for better employability
7. Any other academic matters

REENA ITTYACHAN

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Attendees:

1. Dr. V Neetha (Head of the Department & Chairperson)
2. Dr. G Prasad (Subject expert outside parent university)
3. Dr. Matthew Thomas (Subject expert outside parent university)
4. Dr. Shaji E. M (University nominee)
5. Mr. Raju C (Industry Representative)
6. Devika P Sajan (Alumni Representative)
7. Dr. Tessy K L (Staff member)
8. Dr. Madhuri Menon (Staff member)
9. Menon Ridhi Govindankutty (Staff member)
10. Dona Mary (Staff member)

The meeting started with a silent prayer. Dr. V. Neetha, Head of the Department listed out the agenda for the first meeting of the Board of studies of Department of Zoology. She welcomed all the members gathered. The University nominee Dr. Shaji E.M was unable to attend the meeting and joined in the online mode.

It was decided to follow the syllabus prescribed by the University of Calicut for first year undergraduate and first year post graduate students. The syllabus of

physiology of integrated psychology was discussed in detail. The problems of the syllabus prescribed by University of Calicut were enumerated by Dr. V. Neetha. All the other members of the Board also agreed to the suggestions made to change 20 % of the syllabus.

Internal examination pattern would also be according to the guidelines of University of Calicut. The panel of list of question paper setters and panel of examiners were to be presented to the Board before the next meeting.

The mode of conduct of practicals was discussed in detail, especially since syllabus prescribed by University of Calicut has included practicals under the open-ended module. The members of the board suggested that the department teachers should ensure that all practicals were to conducted in a precise manner especially since there was no external examiners to ensure it.

The teachers suggested to include spotters, one minor experiment and one major question including record submission as the end semester evaluation of practicals.

Finally, suggestions were sought for the improvement of skills of students. The goal of any institution is to make their students "job ready". Mr. Raju C Abraham, Hatchery Manager offered to take in students for internship at the Government fish seed hatchery, Peechi. It was suggested to conduct such internships and other such skill-oriented programs for the students. Towards the end of the meeting the Chairperson thanked all the members for their presence and suggestions. The alumnus Ms. Devika P Sajan had also given her suggestions.

With the consent of all the members, a WhatsApp group was to be started to inform the members of the Board details regarding future meetings.

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