

NAAC SSR – CYCLE 4 : 2018-2023

Metric No. 1 : 1.2.1: Percentage of new courses introduced out of the total number of courses across all programmes offered during the last five years.

Documents required for verification according to the SOP: Minutes of relevant **BoS meetings** and a list of names of the new courses introduced.

This is to certify that the attached documents from page numbers 1 to 449 have been verified and found to be true.



Dr. Uma Shankar
Principal


Minutes of the BOS Meeting

Economics Department

Economics Department had successfully conducted the Board of Studies Meeting On 21-06-2018 at 11 am in the MMR. The minutes of the meeting are as follows:-

1. The Chairman of the BOS welcomed the members and read out the composition, objective and functions of the BOS.
2. The meeting was conducted with the required quorum of the members as 6 members were present out of 8.
3. The meeting went on for 2 and ½ hours. The members showed keen interest and gave their suggestions with respect to syllabus for BA/ BCOM for FY, SY and TY levels.
4. R.Shubdha Rao, Group president and Chief Economist, Yes Bank Ltd has suggested a number of inclusions for areas related to money, banking and finance sector. She emphasized on practical applications of concepts studied at the SY and TYBA level. She suggested that students should take assignments or projects like analyzing RBI balance sheet, measurement of money supply in India, credit policy, money market instruments/ liquidity management.
5. Dr. Rao also suggested including financial regulators in Module 3 of Paper VI of TYBA. She also suggested to include reverse globalization in the Applied component paper of SYBCom.(Economic Systems) and rename the module 3 of TYBCOM semester VI as BOP and Global Trade instead of WTO.
6. Dr. Rao has given a list of references in the area of Money and Banking and also agreed to help students in their assignments and projects.
7. Dr. G. Mythili from IGIDR gave a list of references in the area of agriculture, and suggested including MNREGA and Auction Theory in assignments/ projects.
8. Dr Sandhya Krishnan suggested introducing students of TYBA to the basics of multiple regression analysis as part of paper VII.
9. Dr. Devayani Ganpule shared her experience regarding how to go for group assignments namely e-project by creating mail IDs for different classes, adopting different media of presentation, stressing on interdisciplinary aspects.
10. At the end of the meeting the syllabus and the list of Moderatos were approved.




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Manashree K.
Head, Economics Dept

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SION WEST, MUMBAI-400022

Minutes of meeting conducted of the Board of Studies, Department of English.

Date: 13th June 2018

Time: 3 pm

Attended by:

1. Dr. Lakshmi Muthukumar (Chairperson), Head, Dept. of English, SIES College of Arts, Science and Commerce
2. Ms. Seema C, Assistant Professor, Dept. of English, SIES College of Arts, Science and Commerce
3. Ms. Vidya Hariharan, Assistant Professor, Dept. of English, SIES College of Arts, Science and Commerce
4. Dr. Mala Pandurang, Head, Dept. of English, BMN College, SNDT University
5. Dr. Saroja Ganapathy, Post-Doctoral Research Associate, IIT Mumbai
6. Ms. Mythili Mukund, Head, Dept. of English, MD College, Parel, Mumbai
7. Mr. Saikumar Shanmugham, Managing Director, ITP Publishing
8. Ms. Lakshmi Pillai, Assistant Professor, Vidyalankar School of Information Technology

Suggestions and Recommendations made by the BOS

A. At the departmental level:

1. Change in nomenclature from the current 'Introduction to English Literature' to 'English Literature' in the FYBA Paper I.
2. TYBA Paper IV the period from '1600 to 1800' must be altered to '1550 to 1800'.
3. Introduction of a new paper 'Film and Literature' at the TYBA level and students can make presentations instead of writing an examination.




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4. In the SYBA American Literature paper, Toni Morrison's 'Sula' may be replaced with another text. Or alternatively, Toni Morrison can be replaced with another author.
5. The learning objectives can be reframed to be more specific. The learning outcomes can be reframed to reflect what the student will gain from the syllabus.
6. The Communication Skills and Business Communication papers can be streamlined to reflect the needs of the job market. These changes can be made gradually.
7. The Business Communication reading list can be upgraded to make it more contemporary.

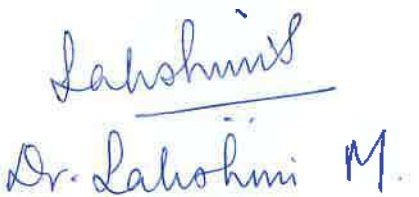
B. At the college level:

1. In the marksheet provided by the college, the paper name must be mentioned along with the paper number.
2. The credit points per paper in TYBA can be increased from the present 3 to 4.
3. It was proposed that each paper must have a different number in each semester.

The meeting ended at 5 pm.




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Dr. Lalohini M.

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Minutes of the Hindi Board of Studies Meeting held on Friday, 15th June 2018
At 10:00 am in College premises

1. The Head of the Department of Hindi and Chairperson of the BOS, Mr. Dinesh Pathak welcomed and introduced the members of the Board of Studies.
2. The syllabus and evaluation pattern proposed was scrutinized and discussed by the members.
3. The syllabus and the evaluation pattern for FYBA Hindi Compulsory and Optional, SYBA Paper II and III and TYBA Paper IV, V, VI, VII, VIII & IX have been scrutinized and passed by the members in the meeting.
4. It was suggested by Dr. Satish Pandey that project / assignment can be presented by students in the class which will enhance their confidence.
5. It was also suggested by Dr. Satish Pandey that book review, field visit & student's seminar should be organized for the students especially for paper no. III, V, VI & IX.
6. It was suggested to increase the weightage for objective questions in the evaluation pattern for internal examination.
7. Mr. Navendu Bajpai appreciated the contents of SYBA Paper no. III & TYBA Paper no. VI for their industry related & job centric approach.
8. Mr. Navendu Bajpai suggested that there should be more weightage on the training of the language skills required for the print & digital media.
9. The Hindi Board of Studies Meeting approved the syllabus and evaluation pattern for the FY, SY and TY papers.
10. The Meeting also approved TYBA Moderators list.
11. The meeting concluded with vote of thanks by the Chairperson.
12. The meeting was attended by the following members:
 - i. Mr. Dinesh Pathak
 - ii. Dr. Shaileshkumar Dubey
 - iii. Dr. Sunita Sakhare
 - iv. Dr. Usha Mishra
 - v. Dr. Vishnu Sarvade
 - vi. Mr. Navendu Bajpai
 - vii. Mr. Ashok Gupta
 - viii. Dr. Satish Pandey
 - ix. Dr. Mithilesh Sharma




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Chairperson

Board of Studies in History, SIES College of Arts, Science and Commerce (Autonomous), Sion, Mumbai 400022

Minutes of the Meeting of the Board of Studies (BOS)-

- All the Six members of the Board of Studies in History, SIES College of Arts, Science and Commerce. (Autonomous), Sion, West attended the First BOS Meeting for passing the Syllabus in the subject of History Papers for the F.Y, S.Y and the Three Units of the T.Y.B.A History, on 25th June 2018, at 2.00 Pm.
- During the discussion on the syllabus all the members agreed unanimously, that the syllabus make students aware about the importance of main areas of History not only to help them preparing the competitive examinations but it should also make them aware of the value of contribution of the subject in the socio, political, economic and cultural aspects of India and the world.
- The subject experts, Dr. Mohasina Mukadam and Dr. Meherjyoti suggested taking a broad perspective on the era of nationalism and providing a glance on local historical background of the important period of the Indian national Movement to understand the historical background of Mumbai city during the phases of the National Movement and economic development.
- The members of board suggested that, while discussing various aspects of Modern Indian History the involvement of city of Bombay could be explained and students could be asked to do the presentations as to inculcate explore and learn varied aspects in the subject, learn and enhance interest in the local history which will connect student to their own urban and local areas.
- It was discussed during the meeting that the learning of few important areas n concepts in the subject will be helpful, as the students can receive





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the knowledge of various events which are the landmarks in World History and the eras or the periods in the History of India with wider perspective. The members unanimously accepted and endorsed that the designed syllabus is providing such learning and self study and exploring opportunities to the students during under Graduate studies which will be helpful for them even in their post graduate studies

- Class room presentations or conducting of viva is suggested by the board members as a part of project and assignments. This activity being a team work, it will also inculcate the team spirit and working collectively,
- Dr. Manjiri Bhalerao and Ms. Anuja Joshi, members of BOS and experts in the Ancient Indian Culture and Tourism industry respectively suggested the sites for exploring the Heritage Tourism in Maharashtra which could also be undertaken as project themes and understanding the rich historic heritage of the region. The suggestions were collectively approved by all the members of the board. Heritage Tourism area will help to inculcate interest in exploring tourism field further ahead career
- On the examination pattern, the board accepted the suggested paper pattern and nature of the semester end examination.
- All the members of the Board of studies, on this day of June 25th 2018 unanimously passed the Syllabus for the F, Y, S.Y and T.Y.B.A, prepared for the subject of History under the Autonomous Status of the College.




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PHILOSOPHY

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Minutes of the Board of Studies syllabus revision meeting for the course of Bachelor of Arts (B.A.) in Philosophy held on 15th June 2018

The meeting began with an introduction of all the invited members by the Principal Dr. Uma Maheswari Shankar. Thereafter the members started reviewing the proposed syllabus in Philosophy –

F.Y.B.A.

Semester I Paper code: SIUAPHI 11 Paper Name: Moral Philosophy

In Semester I as a part of Unit II, Prof. Dr. Deepti Gangavane and Dr. C.D. Sebastian suggested an inclusion of Heterodox Ethics. There was also a suggestion to include Epicureanism as a part of Unit IV.

Semester II Paper code: SIUAPHI 21 Paper Name: Moral Philosophy

For Semester II, the members recommended that Arindham Chakraborty be added as a reference. Mr. Suresh Nair suggested that there should be an inclusion of field work such as visiting NGOs, or students interacting with students of other disciplines, corporate visits and business ethics as a part of internal assessment for students. The focus would then be on both academic as well as practical aspects of ethics as a subject.

S.Y.B.A.

Semester III Paper code: SIUAPHI 31 Paper Name: Social Philosophy

For the syllabus of SYBA Social Philosophy, Dr Gangavane recommended the inclusion of 'The Feminist concept of family' instead of the philosophy of Simone De Beauvoir in Unit I. The members moved the committee to change the title of Unit II from 'social awareness' to 'Discrimination.' The topic of Simone De Beauvoir was to be included in this unit. The idea of gender discrimination as a project was also mooted by the members. The committee would also be looking into the possibility of increasing the number of lectures for the said unit. It was also decided that the topic of 'Dr Ambedkar on Caste' to be shifted to the paper of political philosophy.

For Unit III, it was decided to encourage the students to make projects connecting theories of war with terrorism. This was aimed at challenging the students to think in the present context. It was recommended by the members that Charles Taylor be included in some fashion as a part of Unit IV. The committee also spoke about the pros and cons of the exclusion of orientalism.

Semester III Paper code: SIUAPHI 32 Paper Name: Political Philosophy

For the paper of Political Philosophy, there was a debate on the inclusion of Marxism as a part of Unit I

The absence of the philosophies of Hobbes, Locke and Rousseau were inquired into in detail for Unit II.

It was decided that the philosophy of Robert Nozick be replaced by the philosophy of Amartya Sen. It would result in an inclusion of an Indian voice in a syllabus that otherwise seems dominated by western thought.

Semester IV Paper code: SIUAPHI 41 Paper Name: Schools Indian Philosophy




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In the subject of Indian Philosophy, Semester III, the topic of Jaina metaphysics was changed to include the concept of Anekantavada. The Buddhist philosophy syllabus was modified to include the topics of momentariness and pratitya samutpada. The topics of Panchasheela and Brahmavihara were added as a part of Buddhist ethics.

Semester Iv Paper code: SIUAPHI 42 Paper Name: Greek & Medieval Philosophy

In the paper titled Greek and Medieval Philosophy, it was suggested that there be an addition of the philosophy of St Augustine in Unit IV along with Peter Abelard. Avicenna was to be included as a part of Islamic philosophy and finally the topic of Moses Maimonides was to be replaced with that of Thomas Aquinas. The topic would now include the distinction between philosophy and theology, and the reconciliation of Christianity and philosophy.

Semester III & IV Paper code: SIUACOR 31 & 41 Paper Name: Comparative Study of Religions

For the topics in Comparative study of religions, it was suggested that there be a rewording of the idea of creation for Jainism, and change of words where 'God' or 'man' was used.

T.Y.B.A.

Semester V Paper code: SIUAPHI 51 Paper Name: Classical Indian Philosophy

Coming to the syllabus of TYBA, it was insisted that there be an inclusion of the topics of prama, aprama, and pramana along with the concepts of hetvabhasa in the Nyaya and Vaisesika section of the paper Classical Indian Philosophy. The concepts of Purva Mimamsa and Uttar Mimamsa were to be made into separate units i.e Unit III as Purva Mimamsa and Unit IV as Uttar Mimamsa.

Semester VI Paper code: SIUAPHI 61 Paper Name: Western Philosophy (Advanced)

For the paper Western Philosophy, Semester VI it was decided to include the Cartesian Method in the Unit of Rationalism, The Scepticism of Hume in Empiricism and Transcendental Idealism of Immanuel Kant in Unit III.

Semester V & VI Paper code: SIUAPHI 51 & 61 Paper Name: Philosophy of Religion

In the Paper Philosophy of Religion Semester VI, Unit III, the topic 'c' titled 'Sankara's view on evil' to be changed to 'Indian approaches to suffering.' In Unit IV, there was a decision to have a relook on M.N. Roy's humanism as a challenge to religion.

Semester V&VI Paper code: SIUAPHI 51 & 61 Paper Name: Living Ethical Issues

For the paper of Living Ethical Issues, Semester V, Unit II, it was suggested that the topics be reworded. For Semester VI, Unit I be named as 'Bio-medical ethical issues.' Unit IV, topic 'A' is to be re-titled as Media ethics rather than sexual ethics.

Semester V & VI Paper code: SIUAPHI 51 & 61 Paper Name: Philosophy of Bhagavad Gita

For the paper of Bhagawad Gita, Semester VI it was suggested that Unit II and Unit III be swapped, so that a flow is maintained.


Semester V & VI Paper code: SIUAPHI 51 & 61 Paper Name: Philosophy of Yoga

In the paper Philosophy of Yoga, Semester V, it was suggested that Unit II be changed to include Raja Yoga and Hatha Yoga. In Semester VI, it was suggested that the units III and IV to be interchanged to maintain a proper order.

The syllabus of the paper on Plato's Republic & Logic was passed without any change.

The meeting ended with the Principal and Head of the Department, Philosophy Dr Uma Shankar thanking all the members for their attendance and insights.




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17/6/19

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Minutes of the Meeting Board of Studies of Politics

Held on June 19, 2018 at 11.00 a.m.

The meeting began with a full quorum of Panelist comprising of the following members

- Chairperson Dr. Rashmi Bhure, Vice-Principal and Head, Department of Politics, SIES College
- Dr. Vanita Banjan, Assistant Prof, SIES College.
- Dr. Sanjot Apte, Associate Prof., Department of Political Science, S. P. College Pune
- Dr. Chaitra Redkar, Assistant Prof, Department of Political Science, SNDT University Mumbai.
(Both subject experts in Politics from other Universities)
- Dr. Vaibhavi Palsule, Associate Prof, Vice-Principal and Head, Department of Political Science, Ramnarain Ruia College Matunga . (Co-opted member)
- Ms Akshaya Desai, Assistant Prof. in Law at Amity University Panvel. (Meritorious student)
- Mr. Mayuresh Ganapatey, Reporter, News Channel Aaj Tak, (Industry representative).

The Chairperson Dr. Rashmi Bhure apprised the panel about the granting of autonomy to SIES College by UGC in May 2018 and the acknowledgement received from the University of Mumbai in June 2018. Considering that the academic year 2018-19 had begun and the College still awaited the List of Vice Chancellors nominee to hold BOS meeting it was recommended by the VC's office that the Departments should hold Ad hoc BOS meetings and get the Syllabus approved. Dr. Bhure informed the panel on the structure of the Department comprising of Undergraduate teaching and PhD Centre. The panel was given to understand that the syllabus for under graduate courses would be considered for approval in the meeting where as the Course work syllabus for PhD would be considered later as there was no immediate requirement for doing so. The Panel acquainted themselves to the Mumbai University system of papers offered at the Undergraduate level for each year.

The draft syllabus was screened for the benefit of the panel and a hard copy also was circulated. The panel made the following recommendations:

FYBA Semester I Paper Indian Political System

1. Module 2 was revised to include: a) 2.1 Fundamental Rights b) 2.2 Directive Principle of State Policy and c) Relation between Fundamental Rights and Directive Principle of State Policy




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2. Module 3 was revised to include: a) 3.1 Role of Parliament and its relation with Executive and Judiciary. b) Module 3.2 Supreme Court c) Democratic Decentralization: Urban and Rural.
3. Dr. Redkar and Dr. Apte suggested that students can take projects on local self government and elections. The Election Commissions office did provide generous grants for viable projects undertaken by Institutes.

FYBA Semester II Paper 2 Political Theory

1. The word 'Elections' was removed from Module 2

SYBA Semester III Paper I Political Theory

1. Module 2 removed 'Market' from the title of the module and from 2.3.
2. Module 4 removed 'Law' from the title and the sub topics were revised as 4.1 Political Obligation 4.2 Political Disobedience 4.3 Revolution
3. Dr Apte suggested to add Sushila Ramswamy's book on Political Theory

SYBA Semester IV Paper 1 Political Theory

1. Module 1 and two were swapped
2. Module 3 was revised as 3.1 Principles of Liberal Democracy 3.2 Theories of Democracy 3.3 Debates about pre-conditions of successful democracy
3. Module 4 was revised as 4.1 Meaning characteristics of Ideology 4.2 Age of Ideology 4.3 End of Ideology.
4. Dr Apte suggested to add Gauba and Heywood's books on Ideology

SYBA Semester IV Paper 2 Public Administration

1. Module 1 was revised to include 1.1 Evolution and constitutional context and salient features 1.2 State Administration 1.3 District Administration

TYBA Semester V Paper 3 Political Process in Maharashtra

1. Module 2 sub topic 2.2 was revised to include Dandekar and Kelkar Committee 2.3 Politics of Statutory Development Board
2. Module 3.2 was swapped to 3.3 and vice versa

TYBA Semester V Paper 4 Political Sociology

1. Module 1 was revised to 1.1 Meaning and nature of scope of Political Sociology 1.2 Evolution of the discipline 1.3 Systems Approach- David Easton, Power, Legitimacy and Hegemony.
2. Module 2 will be replaced by Module 3 Approaches to Political Sociology 3.1 Weberian Approach 3.2 Marxian Approach and 3.3 Behavioral Approach




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TYBA Semester VI Paper 1 India in World Politics

1. Suggestion was made to include books on India's foreign policy in the reading list

TYBA Semester VI Paper 4 Political Thought

1. The panel suggested to rename the title of the paper to State and Nation in Indian Political Thought and rearrange the thinkers as follows

Module 1.1 Mahadev Govind Ranade [1842-1901] and 1.2 Lokmanya Bal Gangadhar Tilak [1856 – 1920]

Module 2: 2.1 Mohandas Karamchand Gandhi [1869-1948] and 2.2 Vinayak Damodar Savarkar [1883-1966]

Module 3: 3.1 Rabindranath Tagore [1861-1941] and 3.2 Muhammad Iqbal [1877-1938]

Module 4: 4.1 Bhimrao Ramji Ambedkar [1891-1956] and 4.2 Hamid Umar Dalvai [1932-1977]

TYBA Semester VI Paper 4 Politics of Modern Maharashtra

1. It was suggested to retain the same title for Semester V and VI and just demarcate as I and II.

2. Module 3 was revised as Contemporary issues 3.1 Agrarian Issues 3.2 Tribal Issues and 3.3 Identity based issues.

3. Books of Milind Bokil was suggested to be added in the reading list.

TYBA Semester VI Paper 4 Political Sociology

1. Module 1 Public Opinion was shifted as Module 3.

2. It was suggested to keep Module 1: Theories of Change 1.1 Modernization and Development 1.2 Revolution

3. Module 2 was renamed as Structure of Interest Aggregation

4. Module 4 was rearranged as 4.1 Social Movements: Old and New 4.2 Consumer, Anti-graft and Green movements

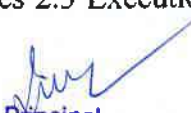
5. Ghanshyam Shah's book on Social Movements was recommended to be added in the reading list.

SYBA Applied Component Semester III Introduction to Law

1. It was suggested to remove the word 'Law' from the title of Module 1 and the sub topics were changed as follows 1.1 Meaning, Nature and classification of law 1.2 Classification of International and National Law 1.3 Sources of law

2. Module 2 was revised as Module 2: Constitution of India 2.1 Citizenship and definition of state 2.2 Fundamental Rights and Directive Principles, Fundamental Duties 2.3 Execution of Art. 32




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and Art. 226 (Writ Petitions)

SYBA Applied Component Semester IV Introduction to Law

1. Module 1 title revised as Common Law

2. Module 2 was revised as Module 2: Family Laws 2.1 Marriage, Divorce and Maintenance (Hindu, Muslim, Parsi and Special Marriage Act) 2.2 Succession and Adoption 2.3 Perspectives on Uniform Civil code.

3. Module 3.1 was renamed as Cruelty: IPC Section 354 A to D, 376 and 498 A

The BOS with above changes unanimously passed the syllabus of FYBA, SYBA and TYBA Politics syllabus along with two applied component papers of SYBA –Travel and Tourism and Introduction to Law.

Dr. Bhure thanked all the members for their valuable inputs to the syllabus framing.

Dr. Rashmi Bhure

Vice-Principal and Head, Department of Politics

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DEPARTMENT OF PSYCHOLOGY

Minutes of the Meeting of Board of Studies in Psychology

23rd June 2018

The Board of Studies meeting was held on 23rd June at 12.30 pm at SIES college of Arts, Science and Commerce. The meeting was attended by Dr. Sovani (member other than parent University), Dr. Tatke (Ad hoc VC nominee) Dr. Mandira Basak (Industry Expert from HPCL), Ms. Shama Todurkar (HOD Psychology), Ms. Kamal Srinivasan, Ms. Amruta Padhye (member). Dr. Azizuddin Khan and Radhika Chandrasekaran were unable to attend the meeting.

Agenda:

- ❖ To discuss and finalise the syllabi for FY, SY, TY Psychology courses

Minutes:

1. **FYBA-** Dr. Tatke suggested that the book be changed to Ciccarelli from Myers. The proposed syllabus did not have Thinking and Language as their component, which was to be added. The committee suggested that all the books mentioned for reference should be available in the main library.
2. **SYBA-** BOS suggested to change the name of one of the options for Internal Assessment (from 'Literature Review' to 'Reviewing Literature'). They also suggested that in order to ensure that good material be read one national and one international paper be read. Social psychology 14th edition of the book was suggested. Since Developmental Psychology Syllabus seemed very vast hence the committee asked to remove physical development component and cover it by showing some film to the class. Students can be asked to talk to any other age group person and submit a report on the same. Subscription to softwares like Proquest was also suggested.
3. **TYBA-**


A. Psychological Testing:

After discussion it was decided to eliminate the chapters on Statistics from the syllabus of Psychological Testing and BOS members suggested that those chapters can be covered in the 'Orientation to Experimentation' (in the paper of Practicals). It was suggested by Dr. Sovani and Dr. Tatke that as a part of Internal Assignment for the paper of Testing, students can be asked to talk to Mental Health Professionals to gather information about the tests used in India. They suggested to add the chapter of 'Major Contexts of Test-use in India'

B. Abnormal Psychology:

The book by Ray was suggested as the textbook, since it has Indian perspective also. Dissociative Disorders and Sexual Disorders was suggested to be combined into one Unit and a new Unit of 'Neurocognitive Disorders' was suggested to be added.




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BOS suggested not to give the option of Book Review/ Movie review. Instead reviewing short film option was retained.

C. Industrial Psychology:

No major changes in the syllabus or Internal Assessment options were suggested. BOS appreciated manner of evaluation for Research Projects (one of the options for internal assignment)

D. Cognitive Psychology:

BOS suggested to include the module of 'Organizing Knowledge' in the chapter of Retrieving Memories from Long-term Storage. They suggested to delete the module of Levels of Processing Model since it is covered in practicals.

E. Practicum in Psychology:

Syllabus of Practical was approved without major changes.

F. Counseling Psychology:

Dr. Tatke suggested to use recent edition of a book by Gladding because the recent edition has included the context of Indian scenario in many chapters. The chapters were reshuffled to suit the logical sequence. No major changes were suggested in the options given for Internal Assessment.

BOS opined that if Psychology at FY, SY is taught by Psychology teachers, it will help the students to developed required, scientific approach towards the subject. Dr. Mandira Basak seemed ready to offer internship to students at HPCL (if available) as a part of Internal assessment in Industrial Psychology.



Ms. Shana Todurkar
Coordinator,
Department of Psychology




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DEPARTMENT OF BIOCHEMISTRY**

Minutes of BOS Meeting 2018-2019

- The meeting of the Board of Studies in Biochemistry was held on Wednesday, 27th June 2018 at 2.00 pm in the college premises
- The meeting was preceded by the Chairman Dr Deepali Kothekar, Head, Department of Biochemistry
- The names of the members participated in the BOS meeting were as listed below

Subject experts from outside University

- Dr. Laxmi Ananthnarayan (Affiliation: Institute of Chemical Technology, Mumbai)
- Dr. Debjani Dasgupta (Affiliation: Dr. D. Y. Patil School of Biotechnology and Bioinformatics, Navi Mumbai)

Subject experts from the parent University

- Dr. Nandita Mangalore (St. Xavier's College-Autonomous, Mumbai)
- Dr. Chinmoyee Vatsyayan (Sophia College for Women, Mumbai)

Expert from Industry

- Dr. Kripa Murzello (Bharat Serums and Vaccines Pvt. Ltd.)

Faculty

- Sandhya Nambiar ((Ad-Hoc Faculty)
- Mr. Chirag Jasani (alumnus) was granted leave of absence as he was out of town.
- The Copies of the proposed syllabus and evaluation pattern for TYBSc (3Units and MSc Part I and II (Sem I, II, III and IV) in the subject of Biochemistry, were distributed to the BOS members, followed by which Dr. Deepali explained the changes made in the proposed syllabi to the BOS members.
- Initially TYBSc (3Units) syllabus was discussed which was followed by discussion for MSc part 1 and 2.
- The proposed syllabi and evaluation pattern for TYBSc (3Units) in the subject of Biochemistry and MSc Part I and II (Sem I and Sem III) were thus scrutinized and approved with changes by the BOS members.
- MSc Semester I and III syllabus and evaluation pattern was discussed and approved.
- It was decided to deliberate further on MSc Sem II and IV syllabus in the next BOS meeting.




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The changes suggested by the BOS members are stated below:

		Suggested title changes
1	US3BCH501	Nutrition, Biomolecules and Biophysical Chemistry I
2	US3BCH502	Physiology, Metabolism and Applied Biochemistry I
3	US3BCH601	Nutrition, Biomolecules and Biophysical Chemistry II
4	US3BCH602	Physiology, Metabolism and Applied Biochemistry II

US3BCH501	Unit 1	<ol style="list-style-type: none"> Title change : Basic Concepts in Nutrition; Carbohydrates To shift 'Nutritional importance of carbohydrates' to next section after discussing the 'chemistry of carbohydrates' (before 'commercial importance of carbohydrates')
	Unit 2	<ol style="list-style-type: none"> Title change : Amino acids and proteins To add 'forces stabilizing' after 'tertiary and quaternary structure of proteins'. To remove 'forces stabilizing' before 'protein denaturation' section. To add t-RNA (Structure and function)
	Unit 3	<ol style="list-style-type: none"> Title change : Nucleic acids; Enzymes To add the term 'active site' before starting with 'mechanism of action of enzymes'.
		<ol style="list-style-type: none"> To add 'types of rotors' with 'types of centrifuges'
		<ol style="list-style-type: none"> To remove 'with diagram of the Analytical Ultracentrifuge'
	Unit 4	<ol style="list-style-type: none"> Title change : Spectroscopy; Centrifugation

Practicals (501 & 502)		<ol style="list-style-type: none"> Under volumetric analysis to add 'Benedicts method' with option of 'Cole's method' To add the term "soluble" in 'Proteins by Biuret method' To shift 'glucose by Folin Wu' to demonstration experiments and instead to add 'Glucose/ Maltose by DNSA method'. To shift 'optimum pH of amylase' before 'Km of amylase'.
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US3BCH502	Unit 1	<ol style="list-style-type: none"> 1. To remove the term "schematic account of" gluconeogenesis 2. To remove His ,Trp and Glu from brackets and to write as 'decarboxylation of His,Trp,Glu'
	Unit 2	<ol style="list-style-type: none"> 1. Title change: Amino acid metabolism; Bioenergetics 2. To add the concept of "Qcycle" in oxidative phosphorylation 3. To remove 'role of Jasmonic acid, salicylic acid, oligosaccharins' from plant growth regulators and it was suggested that these topics can be given as assignments to the students
	Unit 3	<ol style="list-style-type: none"> 1. Title change: Plant growth regulators; Endocrinology
	Unit 4	<ol style="list-style-type: none"> 1. Title change: Fundamentals of Molecular Biology

US3BCH601	Unit 1	<ol style="list-style-type: none"> 1. Title change : Basic Concepts in Nutrition; Lipids 2. To add the concepts of 'energy utilization' while discussing nutrition with respect to lipids 3. To shift 'nutritional importance of lipids' to the next section after discussing the 'chemistry of lipids'
	Unit 2	<ol style="list-style-type: none"> 1. Title change: Membrane biochemistry and Concept of pH and Buffers 2. To remove the topics like 'sorensen's reaction' and 'formol titration of amino acids'

US3BCH602	Unit 2	<ol style="list-style-type: none"> 1. Title change: Basics of Immunology
	Unit 3	<ol style="list-style-type: none"> 1. Title change : Industrial Biochemistry; Basics of tissue culture 2. To add 'wine or beer' as optional with 'alcohol production' 3. To include 'animal tissues culture' with the concepts of 'plant tissue culture' 4. To reframe the title as "Basics of Tissue Culture" 5. To generalize the topic of 'applications of




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		plant tissue culture' to 'applications of tissue culture' so that applications with prospects of both plant and animal cell culture can be taught.
	Unit 4	1. Title change : RecombinantDNA technology; Introduction to Bioinformatics

Practicals (601 & 602)	I	1. To replace 'qualitative analysis of lipids' with 'Isolation of DNA and its detection'
	II	1. To replace 'qualitative analysis of lipids' with 'Tests for lipid quality - Acid Number' Suggested to include 'estimation of Vitamin B1' and to keep it as optional with 'estimation of Vitamin C'.
	III	1. To replace 'Ouchterlony immunodiffusion' with 'precipitation reaction'
	IV	1. To add two experiments to the demonstration experiments : <ul style="list-style-type: none"> • Preparation of media and colony counting • Bioinformatics: Sequence retrieval; introduction to protein structure database




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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE,
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DEPARTMENT OF BOTANY

MINUTES OF THE BOS MEETING

Department of Botany, SIES College of Arts, Science and Commerce, Sion (West), Autonomous College with effect from academic year 2018 – 19. A meeting of Board of Studies was organised on Tuesday, 19th June, 2018 at 11.30 a.m. onwards for approval of syllabus for Post-graduate classes.

The following points were discussed in the meeting:

- It was resolved in the meeting that the internal assessment breakup for all the semesters of M.Sc. will be 30M Presentation + 10M Class Participation.
- A new unit on Applied Phycology has been added in Semester I – Paper 1.
- The syllabi for Semester I – Paper IV have been restructured.
- A submission of survey – report on Endemic and Exotic species of plants in a Protected Area is included for Semester III – Practical III (Specialization – Environmental Botany) is included.
- The proposed syllabi with amendments for M.Sc. semester I, II, III and IV for the academic year 2018 – 19 was approved and passed.




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HOD, Botany

Meeting of the Ad-hoc Board of Studies held on 16.06.2018

Minutes of the meeting (WG)

A meeting of the Adhoc Board of Studies (BOS) of Department of Chemistry was conducted on Saturday, 16th June 2018. The meeting was attended by four external members and six internal members. Dr. Nandita Madhvan, IIT Mumbai stressed on the conducting aptitude test in mathematics to identify students who need extra tutorials. So that a bridge course could be conducted for the students in basic mathematics required for physical/analytical chemistry problems.

Dr. MMV Ramana and Dr. Gomathi S emphasized on conducting an induction lecture about learning objectives. Moreover, the significance and importance of the topic should be included and discussed upon. Dr. Nandita Madhvan and Dr. Gomathi S said that the learning objective has to be a measurable objective.

The BOS members suggested following changes in the syllabus:

FYBSc:

- i) HSAB concept (Unit 2.2) to be deleted from FYBSc and be included in SYBSc syllabus (Semester III).
- ii) Isotope effect and E1cb (Unit 3.2) to be deleted from FYBSc and be included in TYBSc syllabus.

SYBSc:

- i) Delete epoxide (Unit 3.2.3) and reduce the number of lectures to 6 lectures. Increase the number of lectures to 6 lectures in reaction and reactivity of halogenated hydrocarbon (Unit 3.1)
- ii) Carbonyl compounds need to be reframed.
- iii) Increase the number of lectures in Boron Compounds (Unit 3.2.3)
- iv) Keto-enol tautomerism (Unit 3.1.5) in carbonyl compounds to be included in FYBSc syllabus.
- v) Concept of congruent and incongruent equilibria (Unit 1.2.4) to be removed.
- vi) Short step preparation of organic compounds to be changed to one step preparation of organic compounds in SYBSc Practicals.
- vii) Dicarboxylic acid to be removed.
- viii) Uses and Environmental chemistry of volatile oxides and oxo-acids (Unit 3.1.6) to be include with catalysis (Unit 1.2.3).
- ix) Add Industrial/institutional visit.

TYBSc:

- i) Reframe the heterocyclic chemistry and merge unit 3.3.3 and unit 3.3.4 together.
- ii) Include Iron ore in metallurgy (Unit 4.1)



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[Signature]
Head, Department of Chemistry 20

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Department of Chemistry

Meeting of the Board of Studies (PG) held on 21.07.2018

Minutes of the meeting (PG)

A meeting of the Board of Studies (BOS) of Department of Chemistry was conducted on Saturday, 21st July 2018. The meeting was attended by four external members and six internal members.

Prof. MMV Ramana and Prof. Vijay Dhabholkar emphasized on conducting an induction lecture about learning objectives. Moreover, the significance and importance of the topic should be included and discussed upon. All the BOS members emphasized the need for hands on training in the form of internship. So, one of the semester could be dedicated to the industrial/academic exposure. The BOS members suggested following changes in the syllabus:

MSc - I:

The MSc part I draft syllabus was thoroughly studied by BOS members and accepted. A few suggestion regarding practical's were suggested.

MSc – II: Organic Chemistry

All the board members came upon a common consensus as the university syllabus for MSc was discussed thoroughly and followed. A few suggestions like shifting of few topics to the other semester were made. Two step synthesis for the preparation of commercially available compounds should be included in Semester III practical.

MSc – II: Inorganic Chemistry

The University syllabus for MSc was discussed thoroughly and all the board members came upon a common consensus. Prof. Bhanage suggested appropriate sequencing of topics with respect to organometallics.




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Head, Department of Chemistry

MINUTES OF THE FIRST BOARD OF STUDIES MEETING IN MATHEMATICS (SIES-AUTONOMOUS)

Date: 25th June 2018

Location: Multimedia Room at SIES College of Arts, Science and Commerce

Present: A list of attendees is attached to the minutes.

Meeting opened: 11.30 a.m.

The meeting was called to order at 11.30 a.m. The Chairperson welcomed the members to the first meeting of BOS under Autonomy.

Purpose of the Meeting: This meeting was held to get the proposed syllabi of the First year, Second year and Third year classes approved and endorsed by the subject experts.

Items discussed:

1. The proposed FYBSc syllabus was first discussed.
There was a change proposed with regard to the sequence of the Units to be taught. Also, introduction to logic and writing proofs in Mathematics was introduced in paper II, Semester I. It was recommended that the book 'FOUNDATION COURSE IN MATHEMATICS' by Dr. Kumaresan and Dr. Ajit Kumar, would help the students for the same.
2. The proposed SYBSc syllabus was discussed. In Paper III, Unit 3 of Semester 4 varies from the University Syllabus, as 'System of Differential Equations' has been introduced instead of 'Numerical Methods in solving Differential Equations'.
Local Existence and Uniqueness theorem for non-linear systems was asked to be added, which has been incorporated. A first course in Differential Equations and its Modelling Applications by D. G. Zill, Differential Equations by Hirsch, Smale and Devaney and Differential Equations and Dynamical Systems by Lawrence Perko were recommended.
3. The proposed TYBSc syllabus was discussed. Changes in Paper I and III were suggested. Reorganization of topics in Semester VI (Paper I and III) was recommended, which has been incorporated with some modification. The book, 'Number Theory and Applications' by




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Koshy was recommended for Paper IV.

The meeting adjourned for lunch.

4. The proposed TYBSc-Applied Component Syllabus was accepted with no modifications required.
5. The proposed FYBCom syllabus was then discussed. It was suggested that the sequence of Units in Statistics be changed in Semester II. This change has been incorporated. Now, Elementary Probability Distribution is the first Unit, followed by 'Correlation-Regression' and then 'Time series and Index Numbers'.
6. The proposed SYBA (Applied Component) syllabus was then discussed. It was suggested to modify the number of lectures allotted for each Unit, but this could not be done as it would modify the question paper pattern.

Closing Remarks:

The Chairperson expressed gratitude for all the positive suggestions and the response to the proposed syllabi. Colleagues were asked to continue with the final modifications.

Meeting closed: The meeting closed at 3.30 p.m




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SIES College of Arts, Science and Commerce - Autonomous

Mathematics Department

Composition of Board of Studies in Mathematics – June 2018

Courses:

1. B.Sc. semesters I,II,III,IV,V,VI (Mathematics)
2. B.Sc. semesters V,VI (Applied Component- Computer Programming and System Analysis)
3. B.Com. Sem I,II (Mathematical and Statistical Techniques)
4. B.A. Semesters III,IV(Applied Component- Computer Programming)

Sr. No.	Name of the BOS Member	Ststus
1	T. Asha Venkatramana HOD, Mathematics Department, SIES	Chairman of BOS
2	Rekha Watve-Paradkar Associate Professor, Mathematics Department, SIES	Member
3	Geeta Paluskar Associate Professor, Mathematics Department, SIES	Member
4	Vaishali Falnikar Associate Professor, Mathematics Department, SIES	Member
5	Surjeet Kaur Associate Professor, Mathematics Department, SIES	Member
6	Anoop Varghese Assistant Professor, Mathematics Department, SIES	Member
7	Dr. G.V.V. Hemasundar SIWS College, Mumbai	V.C. Nominee
8	Dr. Ajit Kumar Singh I.C.T. Mumbai	Member from other university
9	Dr. Anisa Chorwadwalla IISER, Pune.	Member from other university
10	Mr. Jaidev Iyer, The Times Group	Member from industry
11	Ms. Shruthi Subhash, Assistant Professor, Mathematics Department NMIMS, Vile Parle.	Meritorious Alumnus




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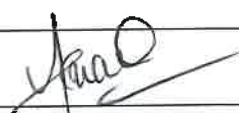

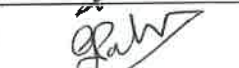
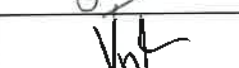
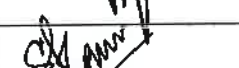
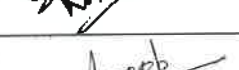



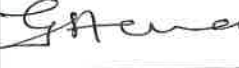
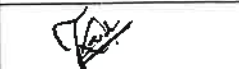
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DEPARTMENT OF MATHEMATICS

The undersigned hereby declare that the proposed syllabus and evaluation pattern for the following subjects was discussed:

1. F.Y.B.Sc. in the courses Mathematics I & II and practicals (semesters I & II).
2. S.Y.B.Sc. in the courses Mathematics I, II & III and practicals (semesters III & IV).
3. T.Y.B.Sc. in the courses Mathematics I, II, III & IV with practicals (semesters V & VI) and 'Computer Programming and System Analysis' (applied component) with practicals (semesters V & VI).
4. F.Y.B.Com. in the course 'Mathematical and Statistical Techniques'(semesters I & II).
5. S.Y.B.A. in the course 'Computer Programming I & II' (applied component) (semesters III & IV).

Above mentioned courses have been scrutinized and approved unanimously by the members in the meeting of Board of Studies in Mathematics held on 25th June, 2018 at 11.00 a.m. in the college premises. The list of moderators has also been approved during the meeting.

Sr no.	Designation	Name	Signature
1.	Chairperson	Associate Prof. T. Asha Venkataramana	
2.	Faculty representatives	Associate Prof. Rekha Watve Paradkar	
		Associate Prof. Geeta Paluskar	
		Associate Prof. Vaishali Falnikar	
		Associate Prof. Surjeet Kaur	
		Assistant Prof. Anoop S Varghese	
3.	Subject experts from outside parent university	Dr. Ajit Kumar	
		Dr. Anisa Chorwadwala	
4.	Vice Chancellor's Nominee(Adhoc)	Dr. Hemasundar	
5.	Industry Representative	Mr. Jaidev Iyer	
6.	Post Graduate Meritorious Alumnus	Ms. Shruthi Subhash	




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Date: 19/6/2018

DEPARTMENT OF MICROBIOLOGY

MINUTES OF THE BOS MEETING

The following syllabi of F.Y.B.Sc, S.Y.B.Sc and T.Y.B.Sc Microbiology, S.I.E.S. College of Arts Science and Commerce (autonomous) are proposed for implementation for 2018-2019 onwards for 3 years.

Following BOS members were present for the meeting and all 3 syllabi were approved unanimously.

Sr No	Name of the BOS members
1	Prof Seema Ronghe
2	Prof Khurshid Italia
3	Dr. Manju Phadke
4	Dr. Pramod Ghogare
5	Dr. Ajay Jadhav
6	Prof Girish Kukreja
7	Dr. Prafull Ranadive
8	Dr. Lolly Jain
9	Dr. Santhini Nair
10	Dr Unnati Padalia
11	Mr. Sachin Rajagopalan



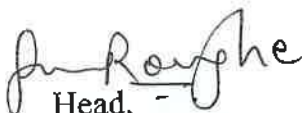

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A meeting of the members of the Board of Studies in Microbiology S.I.E.S. College, Mumbai, was held in the Microbiology Department of the college on Tuesday 19th June 2018 at 11am.

The agenda of the meeting was approval and passing of the F.Y.B.Sc, S.Y.B.Sc and T.Y.B.Sc syllabi for the implementation from the year 2018-2019. The syllabi will be effective for 3 years. The following BOS members were present:- Prof Seema Ronghe, Prof Khurshid Italia, Dr. Manju Phadke, Dr. Pramod Ghogare, Dr. Ajay Jadhav, Prof Girish Kukreja, Dr. Prafull Ranadive, Dr. Lolly Jain, Dr. Santhini Nair, Mr. Sachin Rajagopalan.

Suggestions and improvements were put up. The meeting broke for lunch after discussing F.Y.B.Sc & S.Y.B.Sc syllabus. Post lunch, T.Y.B.Sc syllabus was taken up.

All 3 syllabi were unanimously approved.


Head,
Department of Microbiology




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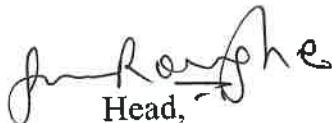
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DEPARTMENT OF MICROBIOLOGY

The following syllabi of M.Sc I & M.Sc II Microbiology, S.I.E.S. College of Arts Science and Commerce (autonomous) are proposed for implementation for 2018-2019 onwards.

Following BOS members were present for the meeting and both syllabi were approved unanimously.

Sr No	Name of the BOS members
1	Prof Seema Ronghe
2	Prof Khurshid Italia
3	Dr. Manju Phadke
4	Dr. Pramod Ghogare
5	Dr. Ajay Jadhav
6	Prof Girish Kukreja
7	Dr. Prafull Ranadive
8	Dr. Lolly Jain
9	Dr. Santhini Nair
10	Dr Unnati Padalia
11	Mr. Sachin Rajagopalan


Head,

Department of Microbiology




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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
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PHYSICS DEPARTMENT**

Meeting of BOS was held on 14th June at 11.30am in the T.Y.BSc physics laboratory (1st Floor).

The Chairman of BOS and HOD, Physics Dept, Mr. Vinod Menon welcomed all the BOS members present.

BOS unanimously coopted Ms. Pratibha.P.Pai, former Head of the Physics Department. She was actively involved in the making of new syllabi.

Dr. Vinita Dhulia could not attend the meeting due to unavoidable circumstance and her absence may be condoned.

The chairman explained the basic goal in designing the syllabi. He said that in the very first year the college would like to retain the University syllabi with minimum changes.

Mr. Suketu Shah suggested that all 12 units in FY need not be made compulsory. But it was decided to retain the University pattern and follow university guidelines in the Questions paper.

Dr. Ameeya Bhagwat suggested that we should conduct bridge course in mathematics for FY students who do not have strong maths foundation or those who have not taken math in the XI & XII standards.

Mr. Suketu suggested that student be encouraged to work in industry as interns. This will help students to gain work experience and students may be given credit for this work.

Dr. Vivek Parker suggested that we should approach BARC, TIFR etc. so that MSc students gain experience in research projects.

There should be collaborative tie-ups and consultancy type work so that students can work for the industry to solve their




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problems which can fetch monetary gains & experience to the students.

Following changes are suggested in the proposed syllabus and some of these are incorporated.

SYBSc

1. Dirac δ function added in SY sem –III P-I unit –I

TYBSc.

1. Sem –V

P- III

Additional Ref Book : Quantum Mechanics by Mathews in place of Atomic physics by H.E. white

Paper IV Unit –I

Method of images : Conducting sphere to be added P-IV.\

Uniqueness theorem with proof .

2. Sem-VI

P-III Sem- VI

Additional Ref.

For Detectors : Nuclear detectors by Kapoor & Rammoorthy

3. Sem VI Applied Component

Additional Ref. for C^{++} : Tony Gaddis

BOS members suggested the following changes which can be incorporated in the next revision.

M.Sc.

1. Additional elective subject like Nano-tech may be introduced.
2. Electrodynamics & Mathematical Physics in P G needs to be spread over two semesters, instead of covering in one semester.

Chairman thanked BOS members for taking time to attend the meeting and making valuable contribution.




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(Vinod Menon)

Department of Statistics

Minutes of the meeting conducted on 16th June 2018

Syllabi of First year, Second year & Third year BSc program for Theory and Practicals was deliberated upon by all the members of the Board of Studies.

As per the suggestions of the committee members some more practicals on MS Excel were added in FYBSc syllabus and practical on Excel solver was added in SYBSc syllabus.

It was decided to include ' Classification' instead of 'Reliability' which is more relevant in industry.

The committee felt that Case studies with respect to the topics included in the syllabus should be discussed and Data Visualization techniques to be covered in detail .

After incorporating the above changes the committee unanimously approved the syllabus.



Pallavi Rege



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Minutes of the meeting of the Board of Studies (*Ad hoc*) in the subject of Zoology

The first meeting of the Board of Studies (*Ad hoc*) in the subject of Zoology was held in the Department of Zoology, SIES College of Arts, Science and Commerce, Sion (West), Mumbai, on Saturday 16th June 2018 at 10:00 am. The meeting was scheduled to discuss and finalize the proposed Undergraduate (F.Y.B.Sc, S.Y.B.Sc and T.Y.B.Sc) and Postgraduate (M.Sc) syllabi for the Autonomous status conferred on the college, effective from academic year 2018-19. The proposed syllabi drafts were forwarded to the Board members beforehand for their critical analysis.

Board Members:

1. Dr. Satish Sarfare – Head, Department of Zoology (Chairman)
2. Mr. Pushparaj Shetty – Faculty (Member)
3. Ms. Rupali Vaity – Faculty (Member)
4. Mr. Madhavan Gopalan – Faculty (Member)
5. Dr. Aditya Akerkar – Faculty (Member)
6. Ms. Shraddha Patil – Faculty (Member)
7. Dr. Manoj Mahimkar– Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai
8. Mr. Kedar Gore – Director, The Corbett Foundation, Mumbai
9. Dr. Sasikumar Menon – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai
10. Dr. Meenakshi Sundaresan – Associate Professor and Head, Department of Zoology, D.G. Ruparel College, Matunga (West), Mumbai
11. Ms. Uma Bandekar – Centralised Monitoring Lead, IQVIA


- Dr. Aditya Akerkar and Mr. Kedar Gore were not present for the meeting with prior intimation.
- Mr. Kedar Gore had given valuable suggestions for the proposed syllabi before the meeting through emails.

Action Plan:

- ✓ Proposed syllabus for F.Y.B.Sc which ideally (not mandatory) should be different to some extent from the existing syllabus
- ✓ Proposed teaching, learning strategies which ideally should be different to some extent from the existing teaching, learning pedagogy and would justify the need for autonomy
- ✓ Evaluation system for the examination of students which would follow (60:40) pattern in which 40% would be the component for internal examination (theory)
- ✓ Scheme and mode of examination for the 40 % internal examination which could be 20 marks for Class test and remaining 20 marks which could be review of book/newspaper article/ research paper; small assignment/project relevant and linked to the practicals performed by the students; seminar presentations etc.
- ✓ Documentation of outreach activities or best practices of staff/students
- ✓ Documentation of Departmental library
- ✓ Documentation of inculcating research culture amongst undergraduate students
- ✓ Add on course/value added course/short term course (a few days or a few weeks duration) to be proposed by the department (if yes, then an outline or skeleton of the same)



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HOD Sign

- ✓ Establishing linkage/Memorandum of Understanding (MOU)/collaboration with academia/industry
- ✓ Power point presentation giving summary of all the above (maximum 10 slides)

Minutes

Opening remarks

The meeting started with an introductory presentation on 'Academic Autonomy' by Dr. Satish Sarfare. He emphasized that although autonomy symbolizes responsibility and signifies a paradigm shift to academic freedom, however, freedom also comes with responsibility. Through academic freedom, inquiry based learning can be instilled in students to seek for more knowledge, which is instrumental in promoting academic excellence. It was also mentioned by him that the college has been granted 'Academic Autonomy', however, we will continue our affiliation to University of Mumbai. The following points were thereafter put forth in the introductory session: Academic Autonomy means the college will be entitled to certain privileges such as:

- ✓ Freedom to determine and prescribe our own courses of study and syllabi.
- ✓ Restructure, Redesign and Refine the course/curriculum to make it locally relevant.
- ✓ Implement innovative teaching, learning and evaluation techniques.
- ✓ Evolve methods of continuous assessment of students' performance.
- ✓ Conduct examination and notification of results.
- ✓ Degree shall be awarded by the University of Mumbai but with the name of the college on the degree certificate.
- ✓ Prescribe rules for admission and fix fees of the courses at college level.

College has been granted Academic Autonomy based on the factors such as:


- ✓ National Assessment and Accreditation Council (NAAC) 'A' grade (Score of 3.51/4.0)
- ✓ Academic reputation and performance in university examinations.
- ✓ Academic/co-curricular activities of the students.
- ✓ Academic/extension achievements of the faculty.
- ✓ Quality and merit in the selection of students and faculty.
- ✓ Quality of institutional management.

Key points

- ❖ The T.Y.B.Sc. syllabus (2017-18) of the Mumbai University (Parent University) should be retained as the T.Y.B.Sc. syllabus for autonomy for the academic year 2018-19, since the current T.Y.B.Sc. students have followed the Mumbai University syllabi for F.Y.B.Sc. and S.Y.B.Sc.
- ❖ It will be apt to introduce Research component/ project component in the T.Y.B.Sc. syllabus, as the S.Y.B.Sc. syllabus has Research Methodology as one of its units and will find its practical application through the project component. Also, the project component is an attempt to demystify research and inculcate critical thinking, with the basic amenities available to the students in the college laboratory.
- ❖ For the process of relearning by the students and to have a holistic approach, a continuity in the syllabi of F.Y.B.Sc., S.Y.B.Sc. and T.Y.B.Sc. has to be maintained.



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- ❖ Teaching animal type study without dissection is a half-hearted attempt. So, a Dissection Monitoring Committee has to be formed as soon as possible, and students need to be oriented and sensitized about animal ethics by a discussion over it at the start of their practical sessions for the year. For dissections, preserved specimens or dead/ narcotized animals should be used.
- ❖ For taxonomy studies in the syllabi, Indian species should be used as examples.
- ❖ Field visits to local Zoo, Sanjay Gandhi National Park, Aarey Colony, Godrej Mangroves Centre, Mangrove Interpretation Centre (Airoli), Conservation Education Centre of BNHS and other local places of educational value should be encouraged, so that students become aware of the immense educational value of these places which are easily accessible.
- ❖ In semester IV for M.Sc., Project component to be introduced in the form of internship in various research institutes. There should be continuous evaluation of these students by taking seminars/ presentations/ debates on their work in the industry.

Suggestions and Comments of Board Members

Dr. Sasikumar Menon

1. Include study of leukemic cells and organs of the immune system (thymus, spleen and lymph nodes) as identification practical in USZO502.
2. Effect of a drug as an enzyme inhibitor should be introduced in USZO602 practical.
3. Effect of drugs along with effect of enzymes in detergents should be introduced in USZO602 practical.
4. For every year, common departmental projects can be given to students viz., vermiculture, calibration of all the laboratory instruments, etc.
5. For Project component, the number of hours in terms of credits should be specified.
6. To introduce polyploidy induction with colchicine for practical on study of mitosis in USZOP3 practical.
7. Glucose to be used along with NaCl for practical on Osmosis in USZOP4.
8. Practical based on Community analysis in USZOP4, to be done on field/ data on different ecosystems like grassland, etc. to be given and minimum two habitats to be given for comparison and analysis. Also, analysis of data to be done on excel sheet.
9. If S.Y.B.Sc. syllabus will have Elective paper then, topics like Pet care, Maintenance of aquarium and Fishery Biology to be introduced.
10. The term 'colonization' to be replaced by 'formation of colonies', in Unit 1 of USZO101.
11. To introduce basic laboratory safety w.r.t. to accidents which may occur while working in a laboratory (chemical spillage, burns, etc.), and basis of fire extinguishers in USZOP1.
12. For separation of egg white proteins by agarose gel electrophoresis, make use of protein ladder or standard protein sample in USZOP1.
13. For practical on mounting of septal nephridium of earthworm in USZOP2, mention that mounting will be done from preserved specimen.
14. Planar chromatography for separation of amino acids to be done by ascending paper chromatography and TLC in USZOP1.
15. In USZOP2 for TLC of lipids, readymade TLC plates and TLC plates prepared by students should be used.
16. To appoint a Co-ordinator for running the Postgraduate section of the department.



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Dr. Manoj Mahimkar

1. For toxicology practical in USZO603, to include the study of the effect of a drug that can induce enzymes in liver (Role of liver in detoxification along with the effect of a toxin [CCl₄] on liver to be studied).
2. For Internal assessment of 20 marks at the departmental level, essay writing, debates on research papers should be included in addition to review.
3. In USZO102, Unit 3: Genetics, 'Concept of gene and gene expression' to be replaced by 'Concept of genetics vs heritability/ Genetics vs heritable traits'.
4. In the same unit, 'Risk of recurrence of hereditary diseases in a family' should be explained with examples like thalassemia, haemophilia, etc.
5. 'Concept of mutation vs polymorphism' to be introduced in the same unit.

Ms. Uma Bandekar

1. In USZO102 Unit 1: Molecular basis of life I, classification of proteins based on structure and function to be added.

Dr. Satish Sarfare

1. Pet care, Maintenance of aquarium can be taken as Add on courses.
2. To reach a consensus whether, the M.Sc. Oceanography syllabus should have all four papers based on Oceanography or to retain the old pattern of Biotechnology-Oceanography.

Dr. Sasikumar Menon and Dr. Manoj Mahimkar

1. In biostatistics problems in USZO603 practical, give samples/ raw data viz., data on colour intensity, age, aberrations, etc. for analysis.
2. In the references for the syllabi, relevant research papers or reviews of research papers should be enlisted.
3. For Gram staining practical in USZOP4, to give a mixture of bacteria and yeast cells as sample.
4. To include the study of efficacy of sanitizers by Gram staining in USZOP4. This can also be taken as a project.

Dr. Sasikumar Menon and Dr. Satish Sarfare

1. To introduce a practical on activity of digestive enzymes from gut of cockroach, and mounting of trachea and spiracles from cockroach in USZOP1.



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Mr. Kedar Gore

1. In USZO504 Unit 1, 1.3: Dermal derivatives of Vertebrates, examples of Indian species like Indian Pangolin instead of Armadillo and Spotted Deer/ Sambar instead of Caribou to be introduced.
2. In USZO504 Unit 1, 1.4: Special derivatives of integument (epidermal), instead of African mandrill as an example, Langur/ Macaque to be included.
3. Field visits to local Zoo, Sanjay Gandhi National Park, Aarey Colony, Godrej Mangroves Centre, Mangrove Interpretation centre (Airoli), Conservation Education Centre of BNHS must be included instead of visit to local fish market to study invertebrates and vertebrates.
4. In USZO601 Unit 2, 2.3: Superclass Tetrapoda: Class Amphibia, Himalayan Newt should be introduced other than Amphiuma.
5. In the same paper Unit 3, 3.3: Class Mammalia, basic three Orders to be introduced first – Monotremata, Marsupialia and Placentalia. Thereafter each Order to be further classified by giving specific examples based on their habitat types, feeding habits, taxonomical differences, etc. Also, *Lorisidae*: Slow and Slender Loris to be introduced in addition to Lemur.
6. In USZO303 Unit 1, 1.2: Aspects of Animal Behaviour, study of various symbiotic associations – mutualism, commensalism and parasitism to be included. Also, students should be exposed to Indian ungulates than African as a lot of research has already been done in this area and the students must be exposed to these aspects.
7. In USZO401 Unit 3, 3.2: Scientific writing, students should be encouraged to write a paper based on a short-term research project they undertake. Also in 3.4: Ethics, National Board for Wildlife (NBWL), Forest Advisory Committee (FAC), National Tiger Conservation Authority (NTCA), State Wildlife Advisory Boards should be studied as authorities concerned for approval in animal research.
8. In USZO202 Unit 3, 3.1.3: Ecological niches and adaptations, should be explained on the field rather than in class. Also, for 3.2: Biodiversity, Indian examples should be given while explaining this topic and all four biodiversity hotspots in India should be dealt with.

Discussion on Practical Paper Pattern

Following changes were suggested:

a. T.Y.B.Sc.

1. Paper I (Semester V):


- a. Q.1 (a) Identify and describe w.r.t. levels of organization
- b. Q.1 (b) Identify and classify
- c. Q.2 and Q.3 Identify and describe w.r.t. phylogeny and adaptations

2. Paper II (Semester V):

- a. Determination of serum LDH should be made as one of the options for Q.2 instead of Q.3
- b. Q.4 should have two options as:
Latex agglutination test – Rheumatoid Arthritis OR Slide test for pregnancy



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3. Paper III (Semester V):

a. Two options of Q.2 clubbed together as:

Demonstrate packaging of glassware for sterilization and demonstrate transfer of liquids between burners aseptically.

b. Make temporary mounting of chick embryo and identify the age of the embryo by Hamilton-Hamburg method as one option for Q.2

c. Q.4 Identification Spot e on chick embryology to be replaced by osteology (human axial/appendicular skeleton)

4. Paper I (Semester VI):

a. Q.4 Field report and viva based on it for 10 marks

b. Q.5 Journal and viva based on theory for 10 marks

5. Paper III (Semester VI):

a. Q.5 Spot c: Identify and describe w.r.t. economic importance of insects.

b. Q.2 rephrased as 'Using Bioinformatics tools, explore the given DNA/protein sequences'. Students should be given various oligonucleotide sequences like antibody, neuropeptide, non-human primate sequences, etc.

b. S.Y.B.Sc.

1. Paper III (Semester III):

a. Q.4 Project submission and viva based on the project should be on visit to local fish market/ fish landing centre.

1. Paper I (Semester IV):

a. For Q.1 Study of population density by line transect/ quadrant method, two fields/ habitats to be given for analysis, and should be prepared on A3 size paper; 3"x 3" quadrants of metal or cardboard and thread to be given as a line.

Discussion on Examination Pattern

The Examination Pattern will be as mentioned in the syllabi:

- ❖ Theory component of the Course will be evaluated as –
 1. Internal Assessment with 40% marks
 2. Semester End Examination (written) with 60% marks
- ❖ Practical component of the Course will be evaluated by conducting Semester End Practical Examination of 50 marks.

Conclusion:

A well-designed syllabus can be an essential tool to provide students with opportunities to share, discover and participate actively in the learning process. This being the theme of the meeting, the Board Members enthusiastically contributed to the fabrication of the Undergraduate and




Postgraduate syllabi for the Autonomous status conferred on the college. Their valuable suggestions and comments will be incorporated in the syllabi as soon as possible.


The next session will be held at the end of the first term of this academic year for discussion on the proceedings of the proposed syllabi been discussed in this meeting and for further upgradation of the curriculum.

Meeting adjourned at 3:30 pm

Minutes submitted by:


Dr. Satish Sarfare
Chairman,
Board of Studies (*Ad hoc*) in the subject of Zoology
Head, Department of Zoology
SIES College of Arts, Science and Commerce
Sion (West), Mumbai – 400 022

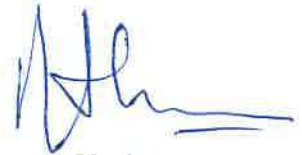



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**SIES College of Arts, Science and Commerce (AUTONOMOUS)
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**Minutes of the Commerce Board of Studies Meeting held on Thursday, 14th June 2018
at 10:00 am in College premises**

1. The Head of the Department of Commerce and Chairperson of the BOS, Mr. Roy Mathew welcomed and introduced the members of the Board of Studies.
2. The syllabus and the evaluation pattern for FYBCOM, SYBCOM and TYBCOM was displayed on the screen.
3. The syllabus and evaluation pattern proposed was scrutinized and discussed by the members.
4. It was suggested by Dr. Seetha Lakshmi that project/assignment can be presented by students in the class which will enhance their confidence.
5. Mr. CA Anand K Iyer appreciated the inclusion of the topic ISO 14000 in Environmental Studies and IFRS in Financial Accounting and Auditing.
6. It was suggested to increase the weightage for objective questions in the evaluation pattern for Indirect Tax paper by Dr. (CA) Seema Gosher.
7. Dr. Vanita Banjan of the Politics Department of our College joined the meeting for FY and SY Foundation Course syllabus.
8. The Commerce Board of Studies Meeting approved the syllabus and evaluation pattern for the FY, SY and TY papers.
9. The Meeting also approved TYBCOM Moderators list.
10. The meeting concluded with vote of thanks by the Chairperson.
11. The meeting was attended by the following members:
 - i. Mr. Roy Mathew
 - ii. Mrs. Maria Fernandes
 - iii. Mrs. Nitya R Mahajan
 - iv. CA Avin K Shah
 - v. Mr. Krishnan Ramchandran
 - vi. Mr. Jobi Joseph
 - vii. Dr. (CA) Seema Gosher
 - viii. Dr. Shobha Dedhia
 - ix. Dr. N Seetha Lakshmi
 - x. CA Anand K Iyer
 - xi. Mrs. Tushari Vinayak



Chairperson





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MINUTES OF BMM BOS TEAM 2018-19

- Date and Time: June 23, 2018 , 10:45am
- Location: MMR Room Ground floor
- Purpose: To discuss syllabus on account of gaining autonomy.

INTRODUCTION: A formal introduction was given to the members by Ms. Vaneeta Raney which included information about college turning autonomous. Also, main objective of the meeting was; to increase syllabus bar and to add or delete some modules or topic for better understanding of the subject by students. Changes like collaborations of two subjects which are overlapping in nature.

Mrs. Mira Desai suggested that instead of the word 'media leaders' communication leaders should be used since media is a tool of communication; which was agreed upon by the other members.

Dr. Hanif Lakdhawala gave his inputs on various topics-

1. **Semester 4 Introduction to Advertising:** He initiated the fact that online research methods should be used as a case study in the course with 5 marks weightage; approved by all the members. Notes will be provided by him.
2. **Semester 5 Copywriting:** It was suggested that a component of lyrics writing should be added in internal syllabus; supported by Saurabh Khanna with a story in sales concept, this was approved by everyone.
3. **Semester 6 (Ad) - Agency management:** Sir suggested to add some business point of view and also some innovation for the subjects. 7 marks weightage should be given to this topic.

These changes proposed by Dr. Hanif Lakdhawala were approved by all other members.

Prof. R.N. Bhaskar also suggested a number of changes subject-wise, these are:

1. Mr. Bhaskar proposed some additions to the Semester 2 subject **Introduction to Literature**, these are:
 - Novel: Brave New World by Aldous Huxley
 - Poetries by T.S. Eliot
 - Plays by Tennessee Williams
 - Arthur miller's Crucible as a Reference book for the Literature.
 - Literature should incorporate politics with it, he pointed out this as a big gap which was supported by everyone.
 - Here, Dr. Hanif Lakdhawala contributed by pointing out different ideologies of advertisement and journalism by saying that, advertising is more of emotions, whereas journalism is more perspective oriented and both these topics of specialization should be collaborated by teachers.




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2. In the subject syllabus of '**Fundamentals of Mass Communication**' Semester 1, Prof. R.N.Bhaskar suggested that the subtitle 'Impact of mass media' should be changed to 'Culture and Mass Media.'
3. Similarly in the subject '**Introduction to Sociology**' Semester 1, he proposed that the subtitle 'Collapse Communication' should be changed to 'Centralized Govt. Communication'.
4. In the subject '**Landmark Events in 20th Century World, India & Maharashtra**' he suggested an Addition of 'evaluation' of communication
5. In the Semester 1 subject syllabus of '**Introduction to Economics**', Sir emphasized about the importance of including 'how to read a budget paper'.
 - Here, Member of Board and the present visiting faculty in charge of the subject, **Mrs. Rajalakshmi Ganesh** suggested that recent issues such as demonetization and GST should also be added to this unit.
6. For the subject semester 1 '**Introduction to Computers**', Sir suggested that the data structuring in different forms should be added to this unit. This was supported by all members.
7. For the subject semester 2 '**Political Concepts and the Indian Political System**' Mr. R.N. Bhaskar suggested that the History of Riots in India and History of Scams should be added to this unit. All members of board supported this proposition.
8. In the Semester 2 subject '**Political Concepts and the Indian Political System**' - C.K.Pralad's book should be added to the unit.
9. Mr. Bhaskar further suggested clubbing certain aspects of '**Introduction to Journalism**' with '**Introduction to Public Relations**' in the form of 'Disinformation' as a topic which should be added in both these subjects. This statement was strongly supported by Chairperson Ms. Vaneeta Raney.
10. In Journalism Semester 5 subject '**Editing**' Mr. Bhaskar suggested that Style books should be added to the subject. In the same subject's Module 4 - Government Politics, should include the recent case of How Facebook influenced the recent US Presidential Elections. Bhaskar Sir also suggested that Arthur Miller's Nobel Acceptance Speech should be included in the Suggested Reading section.
11. In Journalism Semester 6 subject of '**Press Law Ethics**', a document by Kaushik Basu on bribery should also be included. The semester 6 subject of '**Digital Media**' (for both advertising and journalism) should have a suggested reading of Mary Meeker. Mrs.Mira Desai suggested that script writing, storyboard etc. also be should be incorporated here. For the Semester 3 subject '**Understanding Cinema**' Ms. Vaneeta Raney suggested that insights of regional cinema should be included in here. This statement was supported by everyone.
 - In the semester 4 subject '**Mass Media Research**', it was suggested by Dr. Hanif Lakdawala that that Ethics in Research should be included in Research Process Unit.
 - He further stated that weightage should be given to Unit 11 in the subject.
 - Dr. Lakdhawala also added that in Unit 12, Content Analysis should be made into a practical component.




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In the semester 1 subject 'Landmark Events in 20th Century World, India & Maharashtra', Dr. Renu Nauriyal and Ms. Amanjeet Ma'am both suggested that Age of Revolution should be made as Chapter 1 and that Chapter 5 – Nelson Mandela should be deleted from the subject.

Here, Mrs. Mira Desai suggested that Riots should be added as a Case Study in the subject.

Exam Weightage:

It was suggested by the members that for the 40 marks of Internal, 20 marks which is assigned to Class test should be then converted to 10 marks. The remaining 30 Marks shall remain for Practicals assessments and projects,if feasible..

Mr. Saurabh Khanna suggested that a Foreign language as a subject should be made compulsory for all students. This was disapproved by most of the board members.

It was further discussed and decided that the semester 3 subject Introduction to Creative to Writing and semester 4 subject Print Production & Photography do not need class tests as they are practical oriented subjects.

Appointment of Faculty:

It was decided that a list should be prepared for possible faculty members which will be approved by BoS members. The Board suggested to evolve their own system.

Mrs. Renu Nauriyal also suggested to have external examiners for the 40 Marks examination, if possible. This was approved by everyone.

The meeting was ended by a Vote of Thanks given by Ms.Vaneeta Raney.



Vaneeta Raney
HOD
Mass Media Department



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DEPARTMENT OF BIOTECHNOLOGY

Board of studies- Minutes of the meeting

Date: 23.06.2018

Time: 10.00 am

Venue: Undergraduate Lab, Dept. of Biotechnology, SIES College of Arts, Science and Commerce.

The board of studies meeting was conducted at the UG laboratory at 10.00 am on 23rd July 2018 for discussing and finalizing the F.Y, S.Y and T.Y autonomous syllabus (2018-19).

The meeting was attended by Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University), Dr. Swati Jadhav (Gencrest, Ajanta Pharma, Andheri), Mr. Nikhil Kadlag (PhD Scholar, ICT, Mumbai), Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N Khalsa College, Matunga), Dr. Deepali Kharkhanis (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members at the department. The attendance record is attached herewith. A copy of the details of the syllabus to be discussed and university syllabus was provided for reference.

The session was initiated by Dr. Tara Menon, who welcomed the members and introduced them to the University syllabus and exam pattern. The first session of the meeting started with detailed discussion of the F.Y.BSc Autonomy Syllabus by Dr. Richa Singh. The old and the new syllabus were compared. Few topics were interchanged from Semester I to Semester II and vice-versa for a smoother transition between topics. In addition to the changes made, the board members suggested few more topics to be added for the industrial perspective. It was suggested to include irradiation methods, Nutraceuticals, Food packaging and processing techniques and application of enzymes and buffers.

Few changes were also suggested with respect to practicals such as Comparative study of growth curve of two different organisms. The evaluation pattern was also discussed.




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This was followed by discussion of S.Y.BSc syllabus by Ms. Vibha Udyawar. Few deletions were made in order to avoid repetition with F.Y Syllabus. Few addition were made to the existing topic for enhancing the knowledge of the students. The Board members suggested following additions such as effector response of immune system, banding techniques etc. In addition to the regular bioinformatics practicals, the students would be given training on basic computer skills like MS excel, Power point etc

T.Y.BSc syllabus was discussed by Dr. Tara Menon. The topics already covered in S.Y and proposed M.Sc (Part I) syllabus were replaced that included Vaccines instead of Spectroscopy. Suggestion for T.Y.BSc practicals were made for inclusion of Replica plate technique, RFLP, PCR, Phenol Coefficient, food adulterant analysis etc.

MSc (Part I) and MSc (Part II) were also discussed. Paper II on Immunology was rearranged and structured. The Paper III of Molecular Biology was spread across two semester instead of one which was approved by the board members. The entire paper IV on Biosafety was deleted as it was already being covered in the proposed T.Y.BSc syllabus. MSc (Part II) syllabus was left untouched.




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Tara Menon
11/1/19

SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE, SION (W)

DEPARTMENT OF COMPUTER SCIENCE

BOARD OF STUDIES

MINUTES OF THE MEETING held on 4th July 2018

The BOS Members were introduced by the Chairperson, Mr. Manoj Singh

Time: 10.00 am

Venue: Undergraduate Lab, Dept. of Computer Science, SIES College of Arts, Science and Commerce.

1. The board of studies meeting was conducted at the UG laboratory at 10.00 am on 4th July 2018 for discussing and finalizing the F.Y, S.Y and T.Y autonomous syllabus (2018-19).
2. The meeting was attended by Mr Shahjahan Khan, Dr BMN College of Home Science , Affiliated to SNTD University, Ms Manjot Kaur, Dr BMN College of Home Science , Affiliated to SNTD University, Dr. Amol Joglekar Mithibai College, Mr. Manoj Singh (Chairperson, Board of Studies) and the other faculty members at the department. The attendance record is attached herewith. A copy of the details of the syllabus to be discussed and university syllabus was provided for reference.
3. The session was initiated by Mr. Manoj Singh, who welcomed the members and introduced them to the University syllabus and exam pattern. The meeting started with detailed discussion of the F.Y.BSc Autonomy Syllabus by Mr. Gauraang Kelkar. The old and the new syllabus were compared. Few topics were edited, added & removed. In addition to the changes made, the board members suggested few more topics to be added for the industrial perspective.
4. Few changes were also suggested with respect to practicals. The evaluation pattern was also discussed.
5. This was followed by discussion of S.Y.BSc, T.Y.B.Sc syllabus by Dr. Abuzar Ansari. Few deletions were made in order to avoid repetition with F.Y Syllabus. Few additions were made to the existing topic for enhancing the knowledge of the students.




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Chairperson

BOS CS



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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE , SION (W)

DEPARTMENT OF COMPPUTER SCIENCE

BOARD OF STUDIES

MINUTES OF THE MEETING held on 1st August 2018

The BOS Members were introduced by the Chairperson, Mr. Manoj Singh

Time: 10.00 am

Venue: Postgraduate Lab, Dept. of Computer Science, SIES College of Arts, Science and Commerce.

1. The board of studies meeting was conducted at the PG laboratory at 10.00 am on 1st August 2018 for discussing and finalizing the M.Sc. (Part-I) & M.Sc. (Part-II) autonomous syllabus (2018-19).
2. The meeting was attended by Dr Anita Chaware , Head Computer Science SNDT University, Dr. Siby Abraham Associate professor, Department of Mathematics Khalsa College Mr. Manoj Singh (Chairperson, Board of Studies) and the other faculty members at the department. The attendance record is attached herewith. A copy of the details of the syllabus to be discussed and university syllabus was provided for reference.
3. The session was initiated by Mr. Manoj Singh, who welcomed the members and introduced them to the University syllabus and exam pattern. The meeting started with detailed discussion of the MSc (Part I) and MSc (Part II) Few deletions were made in order to avoid repetition with T.Y Syllabus. Few additions were made to the existing topic for enhancing the knowledge of the students.
4. Few changes were also suggested with respect to practical. The evaluation pattern was also discussed.
5. Encourage students for live projects.
6. Encouraging students for paper presentation at various level.
7. Industry academia gaps is to be minimized with support of internship training.
8. More Guest lectures to be conducted from Industry Experts.




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Chairperson

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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE

SION (W)

DEPARTMENT OF INFORMATION TECHNOLOGY

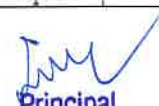
BOARD OF STUDIES

MINUTES OF THE MEETING held on 15th June 2018

1. The BOS Members were introduced by the Chairperson, Ms. Sudha.B
2. It was suggested by Dr.Hiren Dand ,Ms. Srivaramangaiand Dr. KamatchiIyer that syllabus committee is to be formed and Course type to be included in the subject list for all the semesters.
3. The suggestions in the contents of individual papers is mentioned below:-

Year/Semester	Paper Code	Name of the paper	Suggestions	Suggested By
FYBSc(IT), Semester I	SIESITB105	Communication Skills	Unit V:Presentation Process was removed since it was already covered in Unit II under the topic Business Presentations.	Dr.Hiren Dand and Ms. Srivaramangai
FYBSc(IT), Semester II	SIESITB202	Microprocessor Architecture	The topics in Unit III,IV, and V to be rearranged. The topic "The Pentium and Pentium Pro microprocessors"to be removed. The recent microprocessors to be included in the last unit.	Dr. Hiren Dand
	SIESITB204	Numerical and Statistical Methods	It was suggested that the applications of each topic to be discussed in theory.	Dr. Hiren Dand
	SIESITB2P3	Web Programming Practical	Programs to be done with Apache Server	Mr. VagishDwivedi
SYBSc(IT), Semester III	SIESITB305	Applied Mathematics	The topics in Unit III, IV, and V to be rearranged. The topic	Dr. Hiren Dand




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			"Differential equation of the first order of a degree higher than the first" from unit II to be removed.	
	SIESITB3P1	Python Programming Practical	Add the following practicals:-Programs based on data analytics and automation	Mr. VagishDwivedi and Dr. KamatchiIyer
SYBSc(IT), Semester IV	SIESITB405	Computer Graphics and Animation	The first reference to be changed to "Computer Graphics, Hearn, Baker" The contents of the paper to be changed according to the said reference book	Dr. Hiren Dand
TYBSc(IT), Semester V	SIESITB501	Software Project Management	Case Studies to be done along with theory	Dr. KamatchiIyer
	SIESITB5P2	Internet of Things Practical	Real time projects to be done	Mr. VagishDwivedi
The paper in Semester 5 "Security in Computing" to be swapped with the paper "Artificial Intelligence" in Semester 6				Ms. Sudha.B

Chairperson

BOS - IT



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College of Arts,
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RISE WITH EDUCATION

SIES College of Arts, Science and Commerce

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Jain Society, Sion West, Mumbai 400 022.

MEETING AGENDA & MINUTES

Meeting Name:	Board of Studies Meeting for the academic year 2018-2019		
Date of Meeting:	23 rd June, 2018	Time:	12:30pm – 02:30pm
Convener:	Ms. Umadevi Kokku	Location:	Multimedia Room, Gr. Flr.

1. Meeting Agenda

To formally introduce the Board of Studies members of BMS Department

To get the Board of Studies members approval for the proposed syllabus, scheme of evaluation, paper pattern, project work and internship for learners of BMS course.

2. Attendees

Name	Name
Ms. Umadevi Kokku, Chairperson	Mr. K. Saravanan Nadar, Faculty Member
Dr. Nooruzia Qazi, Subject Expert	Dr. Kinnary Thakkar, Subject Expert
Dr. Richa Jain, Subject Expert	Dr. Veena Prasad, Subject Expert
Mr. Vaibhav Agarwal, Industry Expert	Mr. Dhairya Kajaria, Student Representative

3. Meeting Minutes / Action Items

- The meeting began with the introduction and welcoming of the Board of Studies members
- A power point presentation on the semester wise proposed syllabus, Scheme of Evaluation, Paper Pattern, project work, list of examiners and Moderators for the course was given for the members approval
- Suggestions were noted down by the board members on separate sheet provided to them
- Feedback was received in respect of syllabus, scheme of evaluation, paper pattern, project work, internships and list of examiners and moderators
- Inputs were received from Mr. Dhairya Kajaria, the student representative (Alumini) regarding the inclusion of certification courses and introduction of Harvard Business Review (HBR) case studies as a part of internal assessment
- It was decided that the revisions would be incorporated gradually, beginning with first year BMS in the upcoming year
- It was resolved in the meeting that Business Maths paper in the semester II will be included in Semester I and Business Statistics which was originally part of Semester I will be included in Semester II
- It was also resolved that the subject Business Environment will be replaced by Introduction to Cost Accounting paper in Semester II
- An Add on course on Mathsimplified was approved
- The meeting concluded with the vote of thanks proposed by the chairperson

Signature of Convener

U Kokku
(CHOD-BMS)









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SIES COLLEGE OF ARTS SCIENCE AND COMMERCE
ECONOMICS DEPARTMENT

14.06.2019

Board of Studies of the Department of Economics

Category	Name of the person in-charge	Signature
Chairperson	Dr. Shruti R Panday	
Faculty members of the department	Mr. Sampath.V. Sambasivan	
Subject Experts from outside Mumbai University	1. Dr. Pushpa Trivedi	Absent-
	2. Dr. G.Mythili	
Vice- Chancellor's Nominee	Dr. Mala Lalwani	
Co-opted Member	Dr. Devayani Ganpule	
Industry Representative	Dr. Shubhada Rao	Absent-
Post-Graduate Meritorious Alumnus	Dr. Sandhya Krishnan	




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**SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
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DEPARTMENT OF ECONOMICS

Agenda of the BOS meeting to be held on 14/06/2019

1. To inform BOS members regarding change in composition of BOS due to retirement of former chair person.
2. Review of the last academic year syllabus and semester end question papers.
3. Discussion on internal assessment pattern and its components.
4. Proposal to swap Financial Economics of TYBA Semester V with Indian Financial System of TYBA Semester VI.
5. Proposal to review odd semesters (I, III & V) syllabus in first BOS meeting and even semesters (II, IV & VI) in second BOS meeting to be held in the second term.
6. To seek suggestions for running certificate courses.
7. Approval of the minutes of the last meeting of BOS held on 21/6/2018.




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Spanday

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)

DEPARTMENT OF ECONOMICS

Minutes of Board of Studies Meeting

The Department of Economics successfully conducted its second Board of Studies meeting on June 14, 2019 at 11 am in the Board Room of the College with the required quorum of 6 out of 8 members. Dr. Pushpa Trivedi and Dr. Shubhada Rao were granted leave of absence.

1. The meeting began with the new chairperson, Dr. Shruti R. Panday, explaining the agenda of the meeting which included the following:
 - a) Informing the members about the change in the composition of the BOS due to retirement of the former chairperson Dr. Manashree Kusnur and non-regularisation of new vacancies in the department.
 - b) Review of syllabus and question papers – The members were informed about the time constraints that were faced in completing the syllabus. The questions papers of end semester exams were given to the members for their comments and suggestions. Assignment component of internal assessment was explained to the members and their suggestions were sought.
 - c) Minor changes involving addition and deletion of topics in odd semester syllabus of FY/SY/TY BA & B.COM were proposed for the approval of the members.
 - d) **A proposal to swap Financial Economics of TYBA Semester V with Indian Financial System of TYBA Semester VI was placed before the members for their approval.**
 - e) Suggestions for certificate courses were sought from the members
 - f) Minutes of the last BOS meeting were placed before the members for their approval.
2. The members agreed to the inclusion of features of monopolistic competition in TYBA (Sem V) paper III. All members unanimously agreed to the proposal of swapping of Financial Economics of TYBA Semester V with Indian Financial System of TYBA Semester VI.
3. Dr. Mala Lalwani opined that primary survey, if given as assignment, should be grounded strongly in theory and must be systematically and scientifically administered with well-designed questionnaires. She suggested that certificate courses should branch off from the syllabus and must be designed in accordance with the target group and the availability of proficient faculty. She proposed research methodology (with computer application) as a potential certificate course.
4. Dr. G. Mythili suggested actuarial economics as a potential certificate course that can be launched by the department.
5. Dr. Devayani Ganpule suggested blindfolded evaluation of assignments of a teacher by other teachers in the department to avoid possibilities of revaluation as permitted by new rules. She suggested Economic Literacy and Behavioural Economics as potential certificate courses that can be launched by the department.
6. Dr. Sandhya Krishnan suggested rephrasing 'Different themes of World Development Report' (a new topic proposed to be included in TYBA, Semester V, Paper II) as 'Contemporary issues in world development'.
7. The minutes of the last meeting, syllabus with proposed changes, the list of examiners and new list of moderators were approved.
8. The meeting ended at 12:30 pm.



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DEPARTMENT OF ENGLISH

Board of Studies Meeting held on 17th June 2019 at 2 pm.

Agenda:


1. Approval of the minutes of the previous BoS meeting.
2. Review of the Syllabus
3. Review of the Semester End Question papers
4. Any other matter

Minutes of the Second BoS (English) Meeting held on 17th June 2019 at 2 pm.

1. The minutes of the first Bos meeting was read and approved by the members.
2. Leave of absence was granted to Vidya Hariharan, Saikumar Shanmugham and Dr. Saroja Ganapathy.
3. The syllabus and the question papers of the academic year 2018-19 were reviewed and approved by the members of the BoS.
4. It was suggested that the period-wise division of British Literature across four papers be reduced to one during the next syllabus revision.
5. A thematic approach towards World Literature was also proposed by the members for the next syllabus revision.
6. The initiative of making internships compulsory for TYBA Literature students was much appreciated.
7. Dr. Mala Pandurang informed the members about the change in her designation as Professor and Principal.
8. Ms. Mythili Mukundharajan informed the members about the change in her designation as Vice-Principal.




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Dr. Lakshmi Muthukumar
Chairperson, BoS &
Head, Dept. of English

**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (W)
DEPARTMENT OF ENGLISH**

Board of Studies

Attendance taken on 17th June 2019 during the meeting of the Board of Studies

Signatures:

1. Dr. Lakshmi Muthukumar, Chairperson Lakshmi
2. Ms. Seema C., Member Seema
3. Ms. Vidya Hariharan, Member Absent
4. Dr. Mala Pandurang, Subject Expert Mala Pandurang
5. Dr. Saroja Ganapathy, Subject Expert Absent
6. Ms. Mythili Mukundharajan, Subject Expert Mythili Mukundharajan
7. Mr. Saikumar Shanmugham, Industry Representative Absent
8. Ms. Lakshmi Pillai, Alumni Representative Lakshmi Pillai
17/06/19





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DEPARTMENT OF HINDI

Agenda for the Board of Studies meeting to be held on Saturday, 22nd June, 2019.

1. To approve and record the minutes of previous BOS meeting.
2. To review Internal Assessment methods used for students' evaluation.
3. To explore more methods of Internal evaluation for Semesters 5 & 6 in TYBA
4. To discuss Semester III & IV syllabus as it is observed that there is difficulty in completing the portion.
5. To appraise One Year Diploma Course in Translation (Hindi to English & Vice-versa) Introduced by the Dept. of Hindi in AY 2018-19.
6. Any other point with the permission of the chair.


Mr. Dinesh S. Pathak
Head & BOS Chairperson in Hindi




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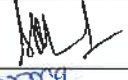

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DEPARTMENT OF HINDI

Attendance of the members of the Hindi Board of Studies meeting held on 22nd June, 2019 at 10 am in the college premises.

Sr. No.		Name	Signature
1	Chairman	Mr. Dinesh Pathak	
2	Faculty Representative	Dr. Shaileshkumar Dubey	Absent
3	Subject Experts from outside Parent University	Dr. Sunita Sakhare	S. Sakhare
		Dr. Usha Mishra	
4	Vice-Chancellor's Nominee	For A-7. 2019-20 V.C. nominee yet to be received.	
5	Industry Representative	Shri Navendu Bajpai	- Absent -
6	Post Graduate Meritorious Alumnus	Mr. Ashok Gupta	
7	Experts from outside College	Dr. Satish Pandey	
		Dr. Mithilesh Sharma	




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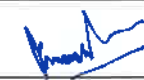
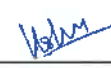


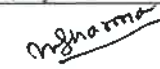
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DEPARTMENT OF HINDI

The undersigned hereby declare that the syllabus and evaluation pattern for FYBA Hindi Compulsory and Optional, SYBA Paper II and III and TYBA Paper I, II, III, IV, V, VI, Diploma Course in Translation (Hindi to English & Vice - versa) and Question Papers of Internals & Semester examinations have been reviewed by the members in the meeting of the Board of Studies in Hindi held on 22nd June, 2019 at 10 am in the college premises.

Sr. No.		Name	Signature
1	Chairman	Mr. Dinesh Pathak	
2	Faculty Representative	Dr. Shaileshkumar Dubey	- Absent -
3	Subject Experts from outside Parent University	Dr. Sunita Sakhare	S. Sakhare
		Dr. Usha Mishra	
4	Vice-Chancellor's Nominee	For year 2019-20 V.C. Nominee yet to be received.	
5	Industry Representative	Shri Navendu Bajpai	- Absent -
6	Post Graduate Meritorious Alumnus	Mr. Ashok Gupta	
7	Experts from outside College	Dr. Satish Pandey	
		Dr. Mithilesh Sharma	




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Department of Hindi

Minutes of the Board of Studies meeting held on 22nd June, 2019

The Board of Studies meeting for the academic year 2019-2020 started with the welcome address by Mr. Dinesh Pathak, Chairperson and Head, Department of Hindi.

Dr. Shailesh Kumar Dubey notified his absence as he was on medical leave.

Minutes of the first meeting held on 15th June, 2018 was read and approved by the members.

All the classes Syllabi were reviewed one by one and the internal assessment method adopted for students' evaluation was explained to the board members.

The SYBA syllabus was reviewed and it was suggested that it should be reduced from 3 to 2 texts in semester 3 and 4 for Paper I, as it was found difficult to cover the syllabus with 3 texts.

All the other FYBA, SYBA and TYBA papers were approved without any changes.

Dr. Satish Pandey suggested that internships programme for 1 month duration should be introduced for students of Translation course (Hindi to English and Vice Versa).

Dr. Sunita Sakhare suggested that there should be more expert lectures for the Translation course (Hindi to English and Vice Versa), especially people from banks and other government organisations and media should be invited for lectures.

All the members approved the syllabus of one year Diploma Course in Translation (Hindi to English and Vice Versa).

The meeting culminated with a formal vote of thanks by Mr. Dinesh Pathak.


Mr. Dinesh Pathak
Head &

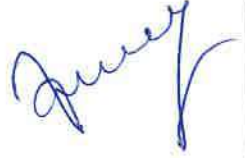
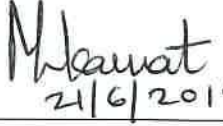

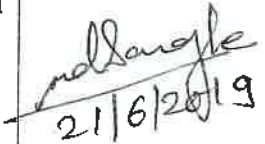



BOS, Chairperson in Hindi




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Date: 21/6/2019

Department of History: Autonomous Board of Studies Composition

1.	Chairperson	Ms. Varsha Muley	Head, Department of History	Signature
	Faculty members of the department	Single member department with 3 Units in TYBA	Associate Professor & Head, Department of History, SIES College of Arts, Science & Commerce, Sion West. Mobile: 9870215871	
2.	Vice Chancellor's Nominee	Dr. Manjiri Kamat	Professor, Department, of History, University of Mumbai. Mobile: 9820737536	 21/6/2019
3.	Subjects experts from outside the University of Mumbai nominated by Academic Council	Dr. Manjiri Bhalerao	Associate Professor, Indology and Ancient Indian History Tilak Maharashtra Vidyapeeth, Deemed university, Pune. Mobile: 9422010782	 21-6-2019
		Dr. Meherjyoti Sangle	Assistant Professor, Head Department of History, SNDT Women's University, Mumbai. Mobile: 9869174511	 21/6/2019
4.	Subject Expert/ Co-opted Member	Dr. Mohasina Mukadam	Associate Professor, Department of History, Ramnarain Ruia Autonomous College, Matunga. Mobile: 9867203162	
5.	Professional experts from industry or any other field	Ms. Anuja Joshi	Deputy Manager, Yatra Online Pvt. Ltd., Mumbai. Mobile: 8452874902	
6.	Post-graduate meritorious alumnus nominated by the Principal	Ms, Steffi Noronha	Research Scholar on Independent Projects. Mobile: 9892027577	 21/6.




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**SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)
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DEPARTMENT OF HISTORY

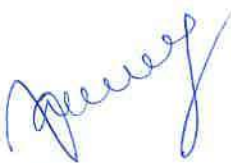
Agenda for the BOS, 2019-2020

After the successful completion of one year under autonomy, this is the first BOS meeting in the new academic year of 2019-2020.

The agenda for the BOS meeting of 21st June 2019 is, the review of the syllabus that has been implemented under autonomy during 2018-2019.

Reviewing of the question Paper pattern for the three year course, FY, SY and TYBA

Any other agenda suggested by the Chairperson.



Varsha Muley

HOD, History



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Minutes of the BOS Meeting in History held on 21st June 2019

Meeting of BOS, for the academic year 2019-2020 was held on 21st June 2019 at 2.00 PM. All the members were present for the meeting.

Members reviewed the syllabus introduced under autonomy in the year 2018-2019.

Review of the History theory papers theory examination of 60 marks was undertaken and the question papers were found satisfactory and balance of questions is well maintained.

In all FY, SY and TY classes few sections in modules which are comparatively comfortable for self-study, members recommended to give such topics in the beginning of the term and the discussion could be conducted on the self-studied topics, to increase the participation and involve the students in class room study.

While reviewing the T.Y.B.A syllabus, for the History paper 2, Code-SIUAHIS 52- Modern Maharashtra (1818-1960), and paper 2, SIUAHIS62- History of Contemporary India (1947-1984), the suggestion came from Dr. Manjiri Kamat and Dr. Mohsina Mukadam, regarding the title of modules.

1. Module I- Formation of Maharashtra to make it more clearly for students to understand, to be reframed as Maharashtra in the 19th Century. Module IV- the order of the sub topics was suggested to re arrange module as, Development in Education, Theatre and Cinema, instead of the Development of Education, Maharashtra Culture.
2. Module III - Contemporary India paper, instead of the title, Years of Lal Bahadur Shastri and Mrs. Indira Gandhi, it was suggested to have a title of the module as- Political development in India during 1964 to 1975 to match with module IV, which has the continuation of the year from 1975 to 1984.

All these changes were unanimously accepted by all the members as it did not change the frame of the module still clarified the requirement of the module and will give students more clarity.

Dr. Mukadam and Dr. Sangle recommended more varied patterns for the projects and presentations such as visits to the Historic and heritage sites, Models of monuments, Photo albums of the historical monuments, News Paper cuttings and certificate/ short term courses in various areas of history..

Ms. Varsha Muley concluded the meeting thanking all the members.

Varsha Muley,
HOD, History




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Department of Philosophy

Agenda for the Board of Studies meeting to be held on Monday, 10th June 2019.

1. To approve and record the minutes of previous BOS meeting.
2. To review Internal Assessment methods used for students' evaluation.
3. To explore more methods of Internal evaluation for Semesters 5 & 6 in TYBA- Logic
4. To discuss Semester 3 Social Philosophy's content in each unit, since there is a lot of topics to be taught and it is observed that there is difficulty in completing the portion.
5. To appraise six months Diploma Course in Yoga Upasana (the course was introduced in 2018, six members enrolled and successfully completed it from Nov.' 18 to Apr.' 19).
6. Any other with the permission of the chair.

Dr. Uma Maheswari Shankar
Principal, Head &
BOS, Chairperson in Philosophy





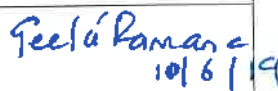
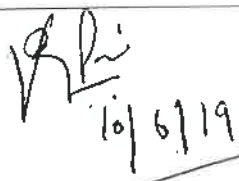
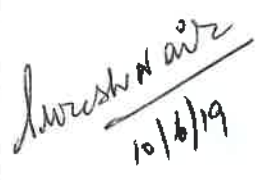
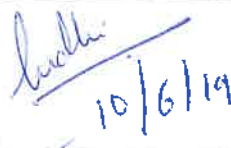


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Date: 10th June, 2019

Department of Philosophy 2019-2020

The Members, Board of Studies in Philosophy under Autonomous Status appraised the FYBA, SYBA & TYBA syllabi on Monday, 10th June, 2019 at 2:00 p.m.

Sr. No.	Function	Name of the person-in-charge	Designation	Signature
1.	Chairperson	Dr. Uma Maheshwari Shankar	Principal & Head, Department of Philosophy	 10/6/19
2.	Faculty members of the department	Ms. Kamala Srinivas	Assistant Professor	 10/6/19
		Ms. Vrushali Gupte	Assistant Professor	 10/6/19
3.	Subjects experts from outside the University of Mumbai	(i) Dr. C.D. Sebastian	Professor, Humanities and Social Sciences, IIT Mumbai, Powai, Mumbai-400076	 10/6/19
		(ii) Dr. Deepti Gangavane	Associate Professor, Head, Department of Philosophy, Fergusson Autonomous College, Savitribai Phule Pune University	Absent
4.	Vice-Chancellor's Nominee from the University of Mumbai	Dr. Geeta Ramana	Associate Professor, Head, Department of Philosophy, University of Mumbai	 10/6/19
5.	Co-opted Subject expert	Ms. Vatsala Pai	Associate Professor, Head, Department of Philosophy, Ramnarain Ruia Autonomous College, Matunga	 10/6/19
6.	Professional expert from industry or any other field	Mr. Suresh Nair	Director, IRC Credit Management Services Limited Naman Midtown, A Wing, 21st floor, Senapati Bapat Road, Elphinstone West, Mumbai 400013	 10/6/19
7.	Post-graduate meritorious alumnus nominated by the Principal	Mr. Sudhindra Maganahally	NET-JRF Scholar	 10/6/19




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Department of Philosophy

Minutes of the Board of Studies meeting held on 10th June, 2019

The Board of Studies meeting for the academic year 2019-2020 started with the welcome address by Dr. Uma Shankar, Principal, Chairperson in Philosophy and Head, Department of Philosophy.

Dr. Deepti Gangavane had notified her absence through email and the leave was granted.

Minutes of the first meeting held on 13th June, 2018 was read and it was approved by the members.

All the classes Syllabi was reviewed one by one and the internal assessment method adopted for students' evaluation was explained to the board members. Mr Suresh Nair suggested the implementation of Blog writing to be considered as a means for internal assessment, as this would in principle lead the students to an exposure of the real world.

The topics for the first and second semesters of FYBA class were passed without any changes.

It was noted that the internal assessment for visually challenged students in the subject of logic to be done through an oral viva. It was also suggested by Dr. Vatsala Pai that the topics of Bhagavad Gita and Plato be used as interchangeable subjects, which would help the students to be familiar with both the philosophical works.

For the SYBA Social Philosophy third semester, it was suggested that part of unit I b was to be put forth as self-study for individual evaluation. The other option suggested was to extend the topics within unit I b and c, as this would help in completing the portion.

With regard to the SYBA applied component paper Comparison Study of Religions, Dr Geeta Ramana noted that the term primitive be erased from the topic primitive indigenous religions, to which Dr. C.D. Sebastian disagreed stating the term primitive as being inclusive part of religion. Furthermore the members suggested that the topic of folklore be given more emphasis. There was no change in the title.

All the other SYBA and TYBA papers were approved without any changes.

All the members approved the syllabus of six months Diploma Course in Yoga Upasana (the course was introduced in 2018), without any change.

The meeting culminated with a formal vote of thanks by Dr. Uma Shankar.

Dr. Uma Maheswari Shankar
Principal, Head &
BOS, Chairperson in Philosophy




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Department of Politics

Minutes of the Board of Studies meeting held on June 20, 2019 at 11.00 am

The meeting was attended by Prof. Uttara Sahasrabuddhe (Co-opted Member), Dr. Sanjyot Apte (Subject Expert from Other University), Dr. Vaibhavi Palsule (VC Nominee), Mr. Mayuresh Ganapatye (Industry Expert), Ms. Akshaya Desai (Meritorious Alumnus student) and faculty members of the department Dr. Rashmi Bhure, Dr. Vanita Banjan and Mr. Ajinkya Gaikwad. Dr. Chaitra Redkar was granted leave of absence.

Dr. Rashmi Bhure made the opening remarks laying the agenda for the meeting.

Minutes of last meeting dated 19 June 2018 were approved by members.

Dr. Bhure acquainted the committee to the policy decisions taken by the college regarding only minor changes to be introduced in the syllabus and major revision to be done only after completion of three academic years.

As per the college policy, Swayam-NPTEL courses and other add-on courses introduced in the college will now be credit-based. Students doing these courses would be given 2 extra credits per year. Dr. Bhure informed the members about the MoU with Praja Foundation. Students doing internship with Praja will also be given 2 credits. The Board accepted both the proposals.

Mr. Ajinkya Gaikwad proposed changes to the FYBA Indian Political System (SIUAPOL11).

Dr. Vanita Banjan proposed changes in the SYBA paper Political Values and Ideologies (SIUAPOL41). Dr. Apte suggested reconsidering the term 'values' for the SYBA paper Political Values and Ideologies (SIUAPOL41). Dr. Vanita Banjan gave justification for the same.

Dr. Rashmi Bhure proposed changes to the SYBA paper Introduction to Public Administration (SIUAPOL41) and TYBA Films and Politics (SIUAPOL55).

All the changes proposed in the syllabi were unanimously accepted and passed by the members.



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Question papers were reviewed by BOS members. In the paper Politics of Modern Maharashtra-I (SIUAPOL53) Prof. Uttara Sahasrabuddhe and Dr. Sanjyot Apte suggested that the questions need to be more open ended than being value based.

The details of the meeting with Praja Foundation representative Mr. Ashish Dangre were also discussed. The Board members appreciated the initiatives like Workshops on RTI, Constitutional debates, good governance, urban governance systems, police reforms etc. Mr. Ganapatye gave his inputs for the RTI Workshop stressing on the online registration system for RTI especially w.r.t Government of Maharashtra.

Dr. Bhure thanked all the members and concluded the meeting.

Dr. Rashmi Bhure

Vice-Principal, Head & BOS Chairperson,

Department of Politics



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SIES College of Arts, Science and Commerce, (Autonomous), Sion (West), Mumbai – 400 022

Attendance sheet for meetings conducted at the Institution (Degree/Junior)

Date: 20/06/2019 Time: 11 a.m Place/Venue: Board Room [SIES ASC]

Agenda/Topic: Overview of the Syllabus under Autonomy - 2019-20

Meeting conducted/convened by: Dr. Rashmi Bhure

Serial No.	Name of the faculty	Department	Signature
1.	Rashmi Bhure	Politics, SIES	
2.	Vanita Banjan	Politics, SIES	
3.	Mayuresh Ganapaty e	Times Group	
4.	Sanjay Apté	Political Sc, SIES College	
5.	Uttara Sahasrabudde	UIDCP, Univ of Mumbai	
6.	Vaibhari Patil	Political Science	
7.	Akshaya Desai	Arbitry Uni. Law	
8.	Shikha Gaikwad	Politics, SIES	



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DEPARTMENT OF POLITICS

Proposed Changes in the Current Syllabus under Autonomy for year 2019-20


Sr. No	Class	Paper Title	Paper Code	Current	Proposed Changes
1.	FYBA	Indian Political System	SIUAPOL11	<p>Module 2: Citizens and the Constitution</p> <p>2.1 Fundamental Rights 2.2 Directive Principles of State Policy 2.3 Relationship between Fundamental Rights & Directive Principles of State Policy</p> <hr/> <p>Module 3: Legislature & Judiciary</p> <p>3.3 Democratic Decentralization- Urban and Rural</p> <hr/> <p>Module 4: The Executive Union</p> <p>4.1 The President 4.2 Prime Minister and Council of Ministers 4.3 Local Self-Government</p>	<p>Module 2: Citizens and the Constitution</p> <p>2.1 Fundamental Rights - I (Articles 14 to 24) 2.2 Fundamental Rights - II (Articles 25 to 32) 2.3 Directive Principles of State Policy <i>(Given the wide expanse of Fundamental Rights the intention is to cover most Fundamental Rights with their judicial interpretations)</i></p> <hr/> <p>Module 3: Legislature & Judiciary</p> <p>3.3 Democratic Decentralization <i>(conceptual framework will be focused)</i></p> <hr/> <p>Module 4: The Executive</p> <p>4.1 The President 4.2 Prime Minister and Council of Ministers 4.3 Local Self-Government <i>(Only a change in module title)</i></p>
2	SYBA	Principles and Concepts of Political Theory	SIUAPOL31	<p>Module 1: Introduction to Political Theory</p> <p>1.1 Definition and Scope of Political Theory 1.2 Approaches to the</p>	<p>Module 1: Introduction to Political Theory</p> <p>1.1 Definition and Scope of Political Theory 1.2 Approaches to the</p>



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				Study of Political Theory: Traditional 1.3 Approaches to the Study of Political Theory: Contemporary	Study of Political Theory: Traditional/Normative 1.3 Approaches to the Study of Political Theory: Behavioural and Post Behavioural <i>(The rationale is to enable the student to study in a focused manner the approaches rather than be vague.)</i>
3	SYBA	Political Values and Ideologies	SIUAPOL41	Module 4: Political Ideologies 4.1 Meaning and characteristics of Ideology 4.2 Age of Ideology 4.3 End of ideology	Module 4: Political Ideologies 4.1 Meaning and characteristics of Ideology 4.2 Age and End of ideology 4.3 Types of Ideology <i>(Though various types of ideology was taught in the class and also asked in the exam it did not feature specifically in the syllabus.)</i>
4	SYBA	Introduction to Public Administration	SIUAPOL32	Module 1: Introduction to Public Administration 1.3 Public Administration and Globalization Module 4: Contemporary Techniques and Practices in Administration	Module 1: Introduction to Public Administration 1.3. Public Administration and Public Policy Module 4: Contemporary Tools and Practices in Administration (Change in the title)
5	SYBA	Introduction to Law	SIUAILW41	Module 2: Family Laws 2.1 Marriage, Divorce and Maintenance (Hindu, Muslim, Parsi and Special Marriage Act)	Module 2: Family Laws 2.1 Marriage, Divorce and Maintenance (Hindu, Muslim laws) <i>(There is a wide range of topics to be covered under this module with a provision of 11 lectures.)</i>




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					Hence, the proposal is to move Parsi Marriage laws and Special Marriage Act as topics for Assignments/ Discussions
6	TYBA	Films and Politics	SIUAPOL55	Module 1: Understanding films as an expression of popular culture 1.2 Films as a tool to study basic principles in political science (with special reference to the concept of power and authority) 1.3 Films as a tool to study International Politics (with special reference to the concept of war, futility of war and peace)	Module 1: Understanding films as an expression of popular culture 1.2 Films as a tool to study basic principles in political science. 1.3 Films as a tool to study International Politics



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1. Dr. Sanjayot Apte
(SP College, Pune) *[Signature]*
2. Dr. Uttara Sahasrabudhe
(Dept. of Civics & Pol. Univ. of Mumbai) *[Signature]*
3. Vaibhavi Palankar
(Rannarain Zia College)
4. Akshaya Desai
(Amity University) *[Signature]*
5. Mayuresh Gorapatye
(Times Group, Mirror Now) *[Signature]*
6. Rashmi Bhure
(SIES College) *[Signature]* 20/6/19
7. Vanita Banjan
(SIES College)
8. Ajinkya Gaikwad
(SIES College) *[Signature]* 20/6/19

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)

SION (W), MUMBAI- 400022

Department of Politics

Agenda for the BOS Meeting to be held on Thursday, 20 June 2019

1. To approve the minutes of the previous BOS meeting held on 19 June 2018.
2. Review of FYBA, SYBA & TYBA syllabi.
3. Review of Semester Examination Question papers of FYBA, SYBA & TYBA.
4. Any other agenda proposed by the Chairperson.

Dr. Rashmi Bhure

Vice-Principal, Head & BOS Chairperson,

Department of Politics



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DEPARTMENT OF PSYCHOLOGY

BOS Meeting- 15th June 2019

Minutes of the Meeting

Meeting of BOS Members of Department of Psychology was held on 15th June 2019 at 10am. Following was the agenda of the meeting:

1. To read minutes of previous BOS meeting
2. To review syllabi, Internal Assessment methods implemented by the Department and to review question papers.
3. To discuss and seek guidance for teaching Counseling Psychology for Sem 5 (since there is lot of material to be taught in Sem 5 than in Sem 6-in TYBA)
4. To discuss possible Internal Assessment methods for the paper of Psychological Testing for Sem 6
5. To discuss short courses that can be started by the Department
6. To discuss probable 'Mental Health Plan' for the college, to be initiated by Psychology department under the aegis of Internal Quality Assurance Cell of the College

The meeting was attended by all the BOS members.

Following are the minutes of the meeting:

- Ms. Amruta Padhye read the minutes of the last BOS meeting held on 23rd June 2019.
- College is planning to formulate and implement Mental Health Plan. Principal Dr. Uma Shankar briefed the BOS members about the need to have such a plan. BOS members emphasized on assessing the mental health concerns of students and their severity. They further suggested that the teachers can be asked to volunteer for this project and those teachers can be trained to support students and they can be instrumental in creating accepting, non-judgmental environment. Dr. Basak opined that the current senior students or past students can be requested and can be trained to be 'buddies' of current/ junior students.
- Department of Psychology had collected feedback about book for study and Internal Assessment methods of each paper of Psychology. Ms. Shama Todurkar shared major findings from this survey. Ways to improve pedagogy and internal assignment methods were discussed.
- Dr. Kamala Srinivas shared her experience of implementing FY, SY (Social Psychology) syllabi. Ms. Vrushali Gupte was invited to share her experience of implementing Developmental Psychology syllabus. BOS members agreed that the current syllabi and methods of internal assessment and the evaluation pattern implemented by Dr. Kamala and Ms. Vrushali can be continued.




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- The question papers of FY, SY, TY were reviewed. BOS members appreciated the application-based questions set by the faculty members.
- Ms. Amruta Padhye shared her experience and student's feedback about Internal Assessment methods implemented for the paper of Abnormal Psychology. Dr. Sovani and Dr. Tatke suggested some improvements that can be done in order enhance learning.
- Ms. Shama Todurkar shared challenges experienced in teaching Counseling Psychology (TYBA) for Semester V. BOS members suggested using innovative teaching methods, group discussions etc to help students learn quickly and effectively.
- Ms. Shama Todurkar shared concern about data collection for Semester VI assignment for the paper of Psychological testing (TYBA). BOS members suggested newer methods of collecting information about tests and psychological assessment in different settings.
- BOS members suggested that Department can start short-course on basic helping skills for teachers under Mental Health Plan of the College. They opined that short-courses on Stress-management, Study-skills and courses to enhance employability skills can be relevant.

Shodurkar

Shama T.



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DEPARTMENT OF BIOCHEMISTRY

Attendance of the members of the Board of Studies-Biochemistry for the meeting held on 11th June 2019 at 2:00 pm in the college premises.

Sr. No.		Name	Signature
1	Chairman	Dr. Deepali K. Kothekar	<i>Deepali K. Kothekar</i> 11/6/19
2	Subject Experts from outside Parent University	Dr. Debjani Dasgupta	—
		Dr. Laxmi Ananthnarayan	<i>Laxmi Ananthnarayan</i> 11/6/19
3	Vice-Chancellor's Nominee	Dr Anita Nadkarni	—
4	Industry Representative	Dr. Kripa Murzello	<i>K. Murzello</i> 11/06/19
5	Subject Experts (Co-opted)	Dr Nandita Mangalore	<i>Nandita Mangalore</i> 11/6/19
		Dr Chinmoyee Vatsyayan	<i>Chinmoyee Vatsyayan</i> 11/06/19
6	Post graduate Meritorious Alumnus	Mr. Chirag Jasani	—
7	Faculty	Dr Sandhya Nambiar	<i>Sandhya Nambiar</i> 14/06/19



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)
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DEPARTMENT OF BIOCHEMISTRY**

Minutes of BOS Meeting 2019-20

- The meeting of the Board of Studies in Biochemistry was held on Tuesday, 11th June 2019 at 2.00 pm in the college premises
- The meeting was chaired by Dr Deepali Kothekar, Head, Department of Biochemistry
- The members present for the BOS meeting are as listed below

Subject experts from outside University

- Dr. Laxmi Ananthnarayan (Affiliation: Institute of Chemical Technology, Mumbai)

Subject experts from the parent University

- Dr. Nandita Mangalore (St. Xavier's College-Autonomous, Mumbai)
- Dr. Chinmoyee Vatsyayan (Sophia College for Women, Mumbai)

Expert from Industry

- Dr. Kripa Murzello (Bharat Serums and Vaccines Pvt. Ltd.)

Faculty

- Sandhya Nambiar ((Ad-Hoc Faculty)

- Dr. Debjani Dasgupta and Mr. Chirag Jasani (alumnus) were granted leave of absence.
- As per the agenda, a feedback of the teachers on the revised TYBSc syllabus was taken and was decided to continue without any change.
- Dr. Nandita Mangalore suggested to take a written feed back from students regarding the relevance and depth of the revised syllabus.
- The evaluation pattern for TYBSc (3Units) in the subject of Biochemistry was reviewed and approved.
- The revised MSc syllabus (Semester 1 to semester 4) and their evaluation pattern was discussed and approved.

The changes suggested by the BOS members are stated below:

MSc I & II

- Unit 1, Paper 1 : Spell out for biologically important peptides : Structure and Function needs to be explained.
- Unit 3, Paper 1, 3.1 and 3.2 : Guided Self Study and to add glycolipids in 3.3



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- Unit 4, Paper 1, Shift 4.3 and to spell out eukaryotic and prokaryotic RNA after 4.1 and to delete central dogma of molecular biology from 4.1.
- To include experiments like Griffith, Hershey Chase and Avery Macleod and McCarty.
- Unit 3, Paper 2 :
 - i) To remove phytochromes, instead Sulphur and Phosphorus cycles to be deleted from section. Also to remove C4 and CAM plants from 3.4 and to add it to 4.2.2 as : anatomical features of C3, C4 and CAM plants ii) 3.5. Secondary metabolites in plants to be rephrased as secondary metabolites and phytoconstituents. To study any 3 and the medical importance needs to be stressed upon.
- Unit 1 , Paper 3 : To be taught with examples pertaining to biological phenomenon and to stress on applications.
- Change the title to Colligative properties and water and pH
- Unit 1, Paper 3, 1.3.3 Should include disposal aspects as well
- Unit 3, Paper 3, Part of 3.4 that is MALDI TOF goes to 4.2 and remove 4.2 that consists of special analytical methods
- Sem 2, Unit 1, Paper 1 : To include Vitamin C. Deficiency and functions to be spelled out.
- Sem 2, Unit 2, Paper 1: Classification of enzyme should include minimum of 2 digits. Combine 2.1 and 2.2. Not required to spell out characteristics .Enzyme activity units to be added. Specific activity to be included.
- Sem 2, Unit 3, Paper 1 : To add methods to estimate enzyme analysis. Various approaches to quantify enzyme. These can be given as assignments. To add enzyme inhibitors and their clinical applications
- Sem 2, Unit 2, Paper 2 : Use of model systems as research tool and to include Zebra Fish, Dikti
- Sem 2, Unit 3, Paper 3: In 3.3.2, instead of Stroke, Alzheimers and Parkinsons to be included.
- Sem 2, Unit 1, Paper 4 : In 1.1.1, any 2 or 3 bioreactors to be discussed in detail. The parameters for monitoring bioprocess needs to be specified.
- Sem 2, Unit 2, Paper 4 : Production of biomass should be removed from 1.2.2 and to be put as a separate unit 1.2.3

Asphelkar

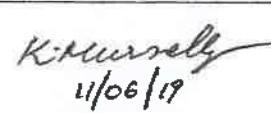


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DEPARTMENT OF BIOCHEMISTRY

The undersigned hereby declare that the proposed syllabi and evaluation pattern for MSc Part I and II (Sem I, II, III and IV) in the subject of Biochemistry have been scrutinized and passed by the members in the meeting of the Board of Studies in Biochemistry held on 11th June 2019 at 2.00 pm in the college premises. The list of MSc moderators has also been approved by the meeting.

Sr. No.		Name	Signature
1	Chairman	Dr. Deepali K. Kothekar	 11/6/19
2	Subject Experts from outside Parent University	Dr. Debjani Dasgupta	—
		Dr. Laxmi Ananthnarayan	 11/6/19
3	Vice-Chancellor's Nominee	Dr Anita Nadkarni	—
4	Industry Representative	Dr. Kripa Murzello	 11/06/19
5	Subject Experts (Co-opted)	Dr Nandita Mangalore	 11/06/19
		Dr Chinmoyee Vatsyayan	 11/06/19
6	Post graduate Meritorious Alumnus	Mr. Chirag Jasani	—
7	Faculty	Dr Sandhya Nambiar	 11/06/19




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**DEPARTMENT OF BOTANY, SIES COLLEGE OF ARTS, SCIENCE &
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MINUTES OF THE BOS MEETING

A meeting of Board of Studies in Botany was held on Friday, 14th June, 2019 at 2.00 p.m. The following points were discussed in the meeting:

- Minutes of the previous meeting were reviewed and approved.
- Syllabi for Undergraduate and Post graduate courses were reviewed and revised wherever necessary, as per the experts' suggestions.
- Minor changes were incorporated in the TYBSc and Applied component syllabus.
- As a part of RUSA grant activity, a new value added course on Vertical Wall Gardening is scheduled for the current academic year.
- Syllabi for M.Sc. were refined and restructured.
- The question papers for undergraduate and post-graduate courses were reviewed, discussed and suggestions were given by the experts.
- The proposed syllabi with amendments for undergraduate and post-graduate classes for the academic year 2019 – 20 were approved and passed.



HOD, Botany


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Composition of BOS in Botany (First half 2019-20)		
Internal members		
Mrs. Meena Potnis	Chairperson	Head, Dept. of Botany SIESASCS
Dr. Mahavir Gosavi	Member	Dept. of Botany SIESASCS
Mrs. Ashwini Deshpande	Member	Dept. of Botany SIESASCS
Dr. Neeraja Tutkane	Member	Dept. of Botany SIESASCS
Dr. V. VishnuPrasad	Adhoc member	Dept. of Botany SIESASCS
Ms. Snehal Unde	Adhoc member	Dept. of Botany SIESASCS
Ms. Deepali Mhapsekar	Adhoc member	Dept. of Botany SIESASCS
Ms. Vinaya Patil	Adhoc member	Dept. of Botany SIESASCS
External members		
Dr. Rajendra Shinde	Member	Principal, St. Xavier's College (Autonomous), & Chairperson, BOS in Botany, Univ. of Mumbai
Dr. Himanshu Dawda	Member	Vice- Principal, R. Jhunjhunwala College (Autonomous)
Dr. Jessy Pius	Member	Head, Dept. of Botany, R. Ruia College (Autonomous)
Dr. Smita Jadhav	Member	Dept. of Botany, Kirti College, & Member BOS in Botany
Dr. R. M. Mulani	Member	Prof. in Botany & Registrar, SRT University, Nanded
Dr. K. S. Rajput	Member	Asst. Prof. in Botany, Maharaja Sayajirao University of Baroda
Dr. Deepak Sohoni	Member	Sr. Manager, Regulatory Affairs, Wockhardt Ltd., BKC




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Composition of BOS in Botany (Second half 2019-20)		
Internal members		
Dr. Mahavir Gosavi	Chairperson	Head, Dept. of Botany SIESASCS
Mrs. Ashwini Deshpande	Member	Dept. of Botany SIESASCS
Dr. Neeraja Tutkane	Member	Dept. of Botany SIESASCS
Dr. V. VishnuPrasad	Adhoc Member	Dept. of Botany SIESASCS
Ms. Snehal Unde	Adhoc member	Dept. of Botany SIESASCS
Mrs. Sakshi	Adhoc member	Dept. of Botany SIESASCS
Ms. Vinaya Patil	Adhoc member	Dept. of Botany SIESASCS
Ms. Siddhi Tawade	Adhoc member	Dept. of Botany SIESASCS
External members		
Dr. Rajendra Shinde	Member	Principal, St. Xavier's College (Autonomous), & Chairperson, BOS in Botany, Univ. of Mumbai
Dr. Himanshu Dawda	Member	Vice- Principal, R. Jhunjhunwala College (Autonomous)
Dr. Jessy Pius	Member	Head, Dept. of Botany, R. Ruia College (Autonomous)
Dr. Smita Jadhav	Member	Dept. of Botany, Kirti College, & Member BOS in Botany
Dr. R. M. Mulani	Member	Prof. in Botany & Registrar, SRT University, Nanded
Dr. K. S. Rajput	Member	Asst. Prof. in Botany, Maharaja Sayajirao University of Baroda
Dr. Deepak Sohoni	Member	Sr. Manager, Regulatory Affairs, Wockhardt Ltd., BKC



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**DEPARTMENT OF BOTANY, SIES COLLEGE OF ARTS, SCIENCE &
COMMERCE (AUTONOMOUS), MUMBAI**

MINUTES OF THE BOS MEETING

A meeting of Board of Studies in Botany was held on Friday, 14th June, 2019 at 2.00 p.m. The following points were discussed in the meeting:

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- Minor changes were incorporated in the TYBSc and Applied component syllabus.
- As a part of RUSA grant activity, a new value added course on Vertical Wall Gardening is scheduled for the current academic year.
- Syllabi for M.Sc. were refined and restructured.
- The question papers for undergraduate and post-graduate courses were reviewed, discussed and suggestions were given by the experts.
- The proposed syllabi with amendments for undergraduate and post-graduate classes for the academic year 2019 – 20 were approved and passed.




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HOD, Botany

BOS meeting for academic year 2019-20

Gayatri Sehgal

Tue 6/18/2019 11:25 AM

To: nanditam@chem.iitb.ac.in <nanditam@chem.iitb.ac.in>; shridharsundaram@hotmail.com <shridharsundaram@hotmail.com>; archana.bahuguna6@gmail.com <archana.bahuguna6@gmail.com>; bm.bhanage@gmail.com <bm.bhanage@gmail.com>; vijaydabholkar@gmail.com <vijaydabholkar@gmail.com>; mmvramana@chem.mu.ac.in <mmvramana@chem.mu.ac.in>;

Dear Sir/Madam,

It gives me immense pleasure to invite you for the BOS meeting for review of B.Sc. and M.Sc. Syllabus. I look forward to meeting you on Friday, 21st June 2019 at 2.00 pm in Chemistry Staff Room No. 1, Laboratory, 2nd Floor.

Thanking you,

Sincerely,

Mrs. Gayatri Sehgal,
Head, Department of Chemistry,
SIES College of ASC, Sion (W)
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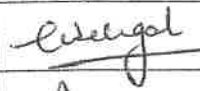

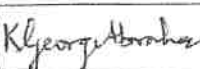
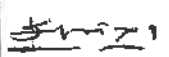


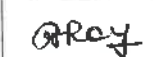


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DEPARTMENT OF CHEMISTRY

Date: 21st June, 2019

Following members attended the Board of Studies meeting held on Friday, 21st June 2019 at 2.00 pm.

Sr. No.	Function	Name of Person In-charge	Designation	Signature
1	Chairperson	Mrs. Gayatri Sehgal	Head, Department of Chemistry	
	Faculty members of Department	Mr. Shekar Aiyar	Associate Professor	
		Dr. George Abraham	Associate Professor	
		Dr. Santosh Katariya	Associate Professor	
		Dr. Nifin Mirgane	Assistant Professor	
		Mr. Santosh Tiwari	Assistant Professor	
		Dr. Pallavi T. Roy	Assistant Professor	
2	Two subject expert from outside the University of Mumbai, nominated by academic council	Dr. B. M. Bhanage bm.bhanage@ictmumbai.edu.in	Professor and Head, Department of Chemistry, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai - 400 019.	
		Dr. Nandita Madhavan nanditam@chem.iitb.ac.in	Associate Professor, Department of Chemistry, IIT Bombay, Powai, Mumbai - 400076.	
3	Vice-Chancellor's nominee	Dr. M.M.V. Ramana mmvramana@chem.mu.ac.in	Professor and Ex-Head, Department of Chemistry University of Mumbai, Vidya Nagari, Kalina, Santacruz (East), Mumbai - 400 098.	
4	One professional expert from industry or any	Dr. Archana Bahuguna archana.bahuguna6@gmail.com	Senior General Manager, Accutest Research Laboratories Pvt. Ltd.	




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	other field		A-31, Khairne MIDC, TTC Industrial Area, Khairne, Navi Mumbai - 400 709.	
5	Post graduate meritorious alumnaus	Dr. Gomathi Shridhar shridharsundaram@hotmail.com	Head, Department of Chemistry V.K. Krishna Menon College of Commerce and Economics & Sharad Shankar Dighe College of Science, Bhandup (East), Opposite Bhandup Railway Station, Mumbai-400 042.	
6	Co-opted member	Dr. Vijay Dabholkar vijaydabholkar@gmail.com	Professor, Department of Chemistry, K. C. College, 123, Dinshaw Vacha Road, Vidyasagar Principal K. M. Kundnani Chowk, Churchgate, Mumbai, Maharashtra 400020.	<i>Dabholkar</i>



[Signature]

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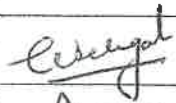
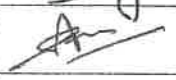

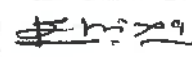


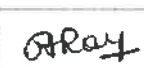


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DEPARTMENT OF CHEMISTRY

Date: 21st June, 2019

The undersigned hereby declare that the syllabi, evaluation pattern for B.Sc. and M.Sc. (Organic Chemistry and Inorganic Chemistry) and examination question papers under autonomous status have been reviewed and passed by the members in the meeting of the Board of Studies in Chemistry.

The meeting was held on Friday, 21st June, 2019 at 2.00 pm.

Sr. No.	Function	Name of Person In-charge	Designation	Signature
1	Chairperson	Mrs. Gayatri Sehgal	Head, Department of Chemistry	
	Faculty members of Department	Mr. Shekar Aiyar	Associate Professor	
		Dr. George Abraham	Associate Professor	
		Dr. Santosh Katariya	Associate Professor	
		Dr. Nitin Mirgane	Assistant Professor	
		Mr. Santosh Tiwari	Assistant Professor	
		Dr. Pallavi T. Roy	Assistant Professor	
2	Two subject expert from outside the University of Mumbai, nominated by academic council	Dr. B. M. Bhanage bm.bhanage@ictmumbai.edu.in	Professor and Head, Department of Chemistry, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai – 400 019.	
		Dr. Nandita Madhavan nanditam@chem.iitb.ac.in	Associate Professor, Department of Chemistry, IIT Bombay, Powai, Mumbai – 400076.	
3	Vice-Chancellor's nominee	Dr. M.M.V. Ramana mmvramana@chem.mu.ac.in	Professor and Ex-Head, Department of Chemistry University of Mumbai, Vidya Nagari, Kalina, Santacruz (East), Mumbai – 400 098.	



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4	One professional expert from industry or any other field	Dr. Archana Bahuguna archana.bahuguna6@gmail.com	Senior General Manager, Accutest Research Laboratories Pvt. Ltd. A-31, Khairne MIDC, TTC Industrial Area, Khairne, Navi Mumbai – 400 709.	
5	Post graduate meritorious alumnus	Dr. Gomathi Shridhar shridharsundaram@hotmail.com	Head, Department of Chemistry V.K. Krishna Menon College of Commerce and Economics & Sharad Shankar Dighe College of Science, Bhandup (East), Opposite Bhandup Railway Station, Mumbai-400 042.	
6	Co-opted member	Dr. Vijay Dabholkar vijaydabholkar@gmail.com	Professor, Department of Chemistry, K. C. College, 123, Dinshaw Vacha Road, Vidyasagar Principal K. M. Kundnani Chowk, Churchgate, Mumbai, Maharashtra 400020.	<i>Dabholkar</i>



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Department of Chemistry

Meeting of the Board of Studies (UG and PG) held on 21.06.2019

Minutes of the meeting


A meeting of the Board of Studies (BOS) of Department of Chemistry was conducted on Friday, 21st June 2019. The meeting was attended by three external members. External members reviewed the syllabus and question papers for the UG and PG.

Dr. Vijay Dhabolkar stressed on the point that the question papers should be framed as per the pattern followed by the competitive exams. The feedback of the Students should be taken about the question paper and copy of the student scoring highest marks should be kept for future reference

Dr. Nandita Madhvan, IIT Mumbai stressed on increasing the difficulty level and the distribution for easy: difficult should preferably be 8:2. PG students should be given mini project pertaining to their syllabus.

Dr. B.M Bhanage emphasized on the point that questions like explain, define should be avoided and should test the real understanding of the students rather than rote learning.




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Mathematics Department

The following members were present for the BOS Meeting in Mathematics on 29th June 2019.

Sr. No.	Name of the BOS Member	Status	Signature
1	T. Asha Venkatramana HOD, Mathematics Department, SIES	Chairman of BOS	
2	Rekha Watve-Paradkar Associate Professor, Mathematics Department, SIES	Member	
3	Geeta Paluskar Associate Professor, Mathematics Department, SIES	Member	
4	Vaishali Falnikar Associate Professor, Mathematics Department, SIES	Member	
5	Surjeet Kaur Associate Professor, Mathematics Department, SIES	Member	
6	Anoop Varghese Assistant Professor, Mathematics Department, SIES	Member	
7	Dr. G.V.V. Hemasundar SIWS College, Mumbai	V.C. Nominee	—
8	Dr. Ajit Kumar Singh I.C.T. Mumbai	Member from other university	—
9	Dr. Anisa Chorwadwalla IISER, Pune.	Member from other university	—
10	Mr. Jaidev Iyer, The Times Group	Member from industry	—
11	Ms. Shruthi Subhash, Assistant Professor, Mathematics Department NMIMS, Vile Parle.	Meritorious Alumnus	




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MINUTES OF THE SECOND BOARD OF STUDIES MEETING IN MATHEMATICS (SIES-AUTONOMOUS)

Date: 29th June 2019

Location: Board Room at SIES College of Arts, Science and Commerce

Present: A list of attendees is attached to the minutes.

Meeting opened: 11.30 a.m.

The meeting was called to order at 11.30 a.m. The Chairperson welcomed the members to the second meeting of BOS under Autonomy. Dr. Anisa Chorwadwala, Dr. Ajit Kumar, Dr. Hemasundar and Mr. Jaidev were unable to attend.

Purpose of the Meeting: This meeting was held to review the syllabus and the results after one year of Autonomy.

Items discussed:

1. It was decided that the syllabus needs no major modifications as of now. There were minor changes suggested. (Rearrangement of topics in SIUSMAT31)
2. Discussion of poor results: The following suggestions were made:
 - (i) Remedials to be held before exams
 - (ii) Regular tutorials to be graded.
 - (iii) Activities at the end of each month for students, to create interest and bring about more involvement.
 - (iv) Month end meeting with parents of defaulters. (attendance)
3. Value added courses in Mathematics:

It was suggested that training for competitive exams could be taken up as a Value-added course.
4. There was a suggestion to use Mathtype in WORD for typing Mathematical work.

Closing Remarks:

The Chairperson expressed gratitude for all the positive suggestions and the response to the present syllabi. It was decided that the minutes of the BOS Meeting would be mailed to all those who were unable to attend.

Meeting closed: The meeting closed at 1.30 p.m



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A handwritten signature in blue ink, appearing to be "Jaidev", written over a horizontal line.

Dear colleagues

Please make it convenient to attend our second BOS meeting for the academic year 2019-2020

On 28 th June 2019 at 11 am in board room for approval of syllabi for current academic year.

Thanks and Regards


Seema Ronghe

Head, Dept. of Microbiology

18/06/2019

Dr. Prafull Randive

Dr. Lolly Jain

Dr. Santhini Nair

Dr. Unnati Padalia

Mr. Sachin Rajgopalan

And Departmental Staff of Microbiology




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DEPARTMENT OF MICROBIOLOGY



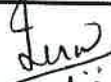

The following syllabi of FYBSc. SYBSc. TYBSc. MSc. I & II MICROBIOLOGY of SIES college of Arts, Science & Commerce are proposed for implementation for 2019-20 onwards

Following members were present for the Board of Studies meeting on 28th June 2019 and approved unanimously.

Sr No	Name of the BOS members	Signature
1	Prof Seema Ronghe	
2	Prof Khurshid Italia	—
3	Dr. Manju Phadke	
4	Dr. Pramod Ghogare	
5	Dr. Ajay Jadhav	—
6	Prof Girish Kukreja	—
7	Dr. Prafull Ranadive	
8	Dr. Lolly Jain	—
9	Dr. Santhini Nair	—
10	Dr Unnati Padalia	
11.	Mr. Sachin Rajagopalan	



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Sr No	Name of the BOS members	Signature
12.	Ms. CAROL BRAGGS	
13.	Ms. DEEPIKA TAMBE	
14.	Ms. HERA AZMI	
15.	Ms. FLEVIA ANTHONY	

Date: 28.06.2019

Department of Microbiology

Minutes of the BOS meeting

A meeting of the members of the Board Of studies in Microbiology SIES College Autonomous, Mumbai was held in the Board Room of the college on Friday 28th June 2019 at 11:45 AM. Following BOS members were present for the meeting.

Sr, No.	Name of the BOS Member
1	Prof. Seema Ronghe
2	Dr. Manju Phadke
3	Dr. Pramod Ghogare
4	Dr. Praful Ranadive
5	Dr. Unnati Padalia
6	Assistant Prof. Mr. Sachin Rajagopalan

The agenda of the meeting was approval of the FYBSc, SYBSc, TYBSc and M.Sc syllabi for the implementation from the year 2019-20. Improvements were noted and changes were made. Suggestions for future changes were noted. The following part of syllabi of FYBSc, SYBSc, TYBSc and M.Sc Microbiology are proposed for implementation.

Class	Semester	Topic/ Original	Amendment
FYBSc	Sem II	Paper I Unit III -3.2.Microbial associations with vascular plants	Nitrogen fixation by <i>Azotobacter</i> was added and <i>Actinorrhizae</i> with stem nodulating <i>Rhizobia</i> was removed.
		Paper I Unit III- 3.3. Human microbe interactions	Relationship between Microbiota and the host was removed
		Paper II Unit III- 3.1. Differences between infection and disease.	This heading was replaced as important terminology keeping the content same as previous syllabi.
		Paper II Unit III- 3.2. Factors affecting infection 3.3 Individual resistance	Under Microbial factors virulence factors were kept and rest all other factors were removed. Individual resistance was replaced with individual




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	Sem IV	Paper III Unit I- 3.3. Genetic analysis 3.4. Amino acid sequencing 3.5. Phylogenetic analysis 3.6. Phylogenetic tree: types	3.3, 3.4, 3.5 and 3.6 were removed and replaced by microarray, nucleic acid sequencing- types, phylogenetic tree: concept and added in 3.2.
		Paper III Unit II- 2.3. Metagenomics	This topic was changed to Introduction to 'ome' families.
		Paper III Unit III- 3.1. Biofertilizers 3.2. Biopesticides 3.3. Bioremediation	In this topic "Azolla as cattle feed, List of biofertilizer, production units, Constraints in biofertilizer technology, Biofertilizer strains developed" were removed. In this topic "basic requirement for establishment of biopesticide units, Biopesticides Formulations" were removed. In this topic "Phytoremediation- types" was added.
TYBSc	Sem V	Paper IV – Unit I- Strain Improvement and sterilization techniques	Name of the unit was changed to Upstream processing I 1.1. Introduction and 1.2. Screening methods were added to unit I. strain improvement of industrial microorganisms was numbered as 1.3 instead of 1.1. 1.2 Sterilization and achievement of aseptic conditions from unit I was shifted to Unit II.



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			From 1.4. Filamentous DNA phages, single stranded RNA phages & lysogenic cycle were removed.
		Paper I Unit II- Virology (Plant viruses)	2.1. Plant viruses & 2.3. TMV, CTV were added in Unit I as 3 & 4 respectively. 2.2 & 2.4 were removed. Unit II was renamed as Virology (Animal Viruses). Unit I & Unit II from Sem II Paper I were combined and added in Sem I paper I Unit II. Dengue and Ebola viruses were added in unit II. In Herpes virus, laboratory diagnosis, and treatment were added. From Sem II paper I Unit I 1.1. Influenza Viruses, 1.4. Varicella Zoster virus, Epstein- Barr virus, cytomegalovirus and from Unit II 2.2 Hepatitis Virus, 2.3 New reemerging viruses & 2.4 Viruses and Cancer were removed.



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		Unit II –Virology in relation to human health	Unit II was changed to Developmental Biology Part II.
		Paper II Unit III- Developmental genetics	Unit III was changed to Human and Quantitative genetics which include 1) pedigree analysis 2) Structural and numerical alterations of chromosomes 3) Quantitative genetics.
MSc Part II	Sem III	Paper I Unit IV 4.3 Biostatistics	In this topic concepts of Biostatistics were elaborated.
		Paper IV Unit III	In (ii) Marine microbiology “extreme environmental conditions” from Sem IV paper III Unit III (i) was added.
	Sem IV	Paper III Unit III	From (i) Marine life forms, Marine bacteria, & marine archea were removed.

Suggestions:

1. Field visits for BSc and MSc as per their syllabus requirement.
2. Collaboration with research institutes for MSc Dissertation work.
3. Certification courses in Scientific Communication for MSc students.
4. Topics such as Research ethics, Plagiarism and scientific writing should be included in MSc curriculum.
5. Addition of learning objectives and expected outcomes in syllabus.

All 5 syllabi were unanimously approved.



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[Signature]
Head,

Department of Microbiology

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
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19th June 2019

1. Mr. Vinod Menon (Chairman)
2. Mr. Kiran Nabar
3. Mr. Swapnil Jawkar
4. Mr. Anand Ambardekar
5. Dr. Vishal Dev Ashok
6. Dr. Vinita Dhulia
7. Dr. Vivek Parkar
8. Dr. Ameeya Bhagwat
9. Mr. Sukhetu Shah
10. Dr. Kamal Bhatia
11. Ms. Pratibha Pai

Dear Sir / Madam,

Greetings from SIES!

It has been a year since the UGC conferred autonomous status to our College under the University of Mumbai.

As per the Statutes of Autonomous College, every Department is required to conduct a yearly meeting of the Board of Studies. I wish to invite you for the meeting to be held on Saturday, 22nd June 2019 at 3:30 pm in the Board Room, SIES College of Arts, Science & Commerce, Sion West.

I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:

1. *Review the syllabus*
2. *Review the Question papers set at the semester end examination*
3. *Pass the syllabi for the Add-on Courses.*
4. *Any other matter*

Thanking you,

Sincerely,

Vinod Menon

Mr. Vinod Menon
Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, West, Mumbai 400 022



[Signature]
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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE

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DEPARTMENT OF PHYSICS

COMPOSITION OF BOS

Sr. No.		NAME	Name of the organization
1	Chairman	Mr. Vinod Menon	Associate Professor and Head, Physics Department SIES College of ASC
2	Faculty Representatives	Prof. Kiran Nabar	Associate Professor, Phy- Dept SIES College of ASC
		Prof. Swapnil Jawkar	Phy- Dept SIES College of ASC
		Prof. Anand Ambardekar	Phy- Dept SIES College of ASC
		Dr. Vishal Dev Ashok	Phy- Dept SIES College of ASC
3	Subject experts from outside parent university	Dr. Aameya Bhagwat	Associate professor Center for Excellence in Basic Sciences (Kalina)
		Dr. Vivek Parkar	Scientific Officer B A R C
4	Vice Chancellor's nominee	Dr. Vineeta Dhulia	Associate Professor and Head, Physics Department N.E.S Ratnam College, Bhandup
5	Industry Representative	Mr. Suketu Shah	Director, Beacon industrial electronics.
6	Post Graduate Meritorious Alumnus	Dr. Kamal Bhatia	Retired Professor
7	Co-opted member.	Prof. Pratibha Pai	Ex-HoD , Phy- Dept SIES College of ASC

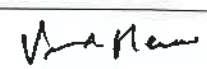

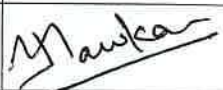
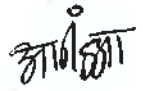
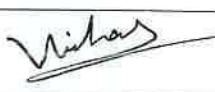

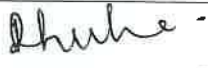
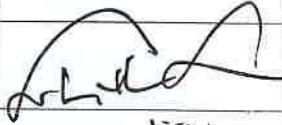
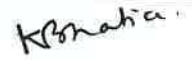
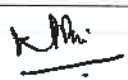



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DEPARTMENT OF PHYSICS
(2019-2020)

Attendance of meeting of the members of Board of Studies of Physics, held on 22nd June, 2019, in college premises (Board Room).

SR.NO.	DESIGNATION	NAME	SIGNATURE
1	Chairman	Mr. Vinod Menon	
2	Faculty Representatives	Mr. Kiran Nabar	
		Mr. Swapnil Jawkar	
		Mr. Anand Ambardekar	
		Dr. Vishal Dev Ashok	
3	Subject experts from outside parent university	Dr. Ameeya Bhagwat	
		Dr. Vivek Parkar	
4	Vice Chancellor's nominee	Dr. Vinjeta Dhulia	
5	Industry Representative	Mr. Suketu Shah	
6	Post Graduate Meritorious Alumnus	Dr. Kamal Bhatia	
7	Co-opted member.	Ms. Pratibha Pai	




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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
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PHYSICS DEPARTMENT

MINUTES OF THE FIRST BOS (PHYSICS) MEETING HELD ON 22-06-2019 FOR ACADEMIC YEAR 2019-2020

Meeting of BOS (Physics) started at 3.30 pm in the SIES board-Room (ground floor).

The Chairman of BOS and HOD, Physics Dept, Mr. Vinod Menon welcomed all the BOS members present. He informed the Board members that Dr. Ameeya Bhagwat could not attend the meeting due to unavoidable circumstance and that his absence may be condoned.

The main agenda for meeting was to review the syllabi and to discuss the syllabus of add-on courses. Mr. Vinod Menon proposed that the current syllabus may be continued for one more year. i.e. academic year 2019-20. All the members present for the meeting expressed their consent.

Next point in the agenda was the review of Question papers. A file containing all the question papers of odd and even semester-end examinations of all classes was made available. The Chairman explained the Question paper pattern and the mode of evaluation which is as follows:

Evaluation will be 20 mark internal tests (online exam except for TYBSc and MSc), 15 marks assignment (different types of assignment for different classes based on the subject of the paper.) 5 marks for class participation and attendance, 60 marks theory paper in-line with the University standards.

Next point in the agenda was the planning of Add-on courses for the students.

Chairman informed the members that the department has designed three different Add-on courses. They are inter-disciplinary in nature.

One student will be allowed to join only one add-on course. If a student wants to enroll in more than one courses, he/she should get special permission.

Exams are compulsory in add-on course. Evaluations will be in the form of internal evaluation, practical work and theory examination. All courses will be of 2 credit.

There was a detailed discussion about the add-on course in astronomy and its planning.

Chairman explained the members that the add-on course on *Characterization of Material* is very important for students who are inclined to do research.




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Mr. Kiran Nabar who designed the Add-on course on Digital electronics and Microprocessor explained the members that this course will be useful to students who takes up job in the field of Information technology and computer science.

Of 48 hours of add-on course, 16 hours are strictly kept for lab work and hands-on activity.

Programs on Add-on courses were appreciated by all the BOS members and unanimously accepted.

Mr. Suketu stressed that the students should be employable.

Dr. Vivek Parker is of the opinion that students should do Projects in Industry/ research institutions.

Meeting concluded with Chairman thanking the members for their useful suggestions

Vandit Maion
Chairman, BOS




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Minutes of the BOS Meeting for the subject of Statistics conducted on June 8, 2019:

- FYBSc syllabus was passed without any changes.
- The following changes were proposed:
 1. FYBSc Practical examination timing to be changed from 1 hour 30 minutes to 2 hours.
 2. In SYBSc syllabus for Semester III, unit named "Standard Continuous Distributions" to be replaced by unit from Semester IV named "Bivariate Probability Distributions".
 3. In SYBSc syllabus for Semester IV, unit named "Bivariate Probability Distributions" to be replaced by unit from Semester III named "Standard Continuous Distributions".
 4. SYBSc Practical examination timing to be changed from 1 hour 30 minutes to 2 hours.
 5. In TYBSc Semester V Paper II, a unit named "Linear Models" to be shifted to Semester VI paper IV.
 6. In TYBSc Semester V paper II, following changes were proposed:
 - Unit II to be modified and renamed "MVUE and Methods of Estimation". MVUE and CRLB from unit I to be added to Unit II.
 - Unit III called "Bayesian Estimation and Confidence Interval" to be split into two units. Unit III to be named "Bayesian Estimation" and Unit IV to be called "Confidence Interval".
 7. In TYBSc Semester VI Paper IV, a unit named "Control Charts and Acceptance Sampling" to be shifted to Semester VI paper III.
 8. In TYBSc Semester VI Paper III, the unit named "Capital Budgeting, Securities Market, Futures and Options" to be removed.



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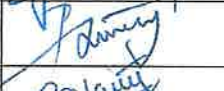
PALLAVI REGE

Department of Statistics

27th April 2019

**SIES college of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai
Department of Zoology**

Board of Studies meeting in the subject of Zoology (April 2019)

Sr. No.	Board Member	Signature
1.	Dr. Satish Sarfare	
2.	Mr. Pushparaj Shetty	
3.	Ms. Rupali Vaity	
4.	Mr. Madhavan Gopalan	
5.	Dr. Aditya Akerkar	—
6.	Dr. Chhaya Panse	—
7.	Dr. Manoj Mahimkar	
8.	Mr. Kedar Gore	—
9.	Dr. Sasikumar Menon	—
10.	Ms. Uma Bandekar	

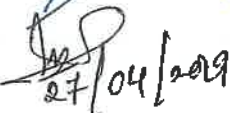
Special Invitees (Student Community) -


Yash Salastkar - 
Sureshi Poojary - 

Rojina Khatun - 

Dinesh Kumar Saroj - 

KRISHITA SANIL - 

Shraddha Patil - 
27/04/2019

Avadhesh Kumar - H. Ram 




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Meeting Minutes

Place and Time:

Meeting of the Board of Studies in Zoology was held in the Board Room (Ground floor) of SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai on Saturday, 27th April 2019 at 2:00 p.m.

Agenda/ Outline:

The meeting was called for the review of academic autonomy after completion of one academic year, and to discuss and finalize the revised syllabus for SYBSc to be effective from the academic year 2019-20. A discussion on the ban of dissections for academic purpose was also critical.

Board Members:

1. Dr. Satish Sarfare – Head, Department of Zoology (Chairman)
 2. Mr. Pushparaj Shetty – Faculty (Member)
 3. Ms. Rupali Vaity – Faculty (Member)
 4. Mr. Madhavan Gopalan – Faculty (Member)
 5. Dr. Aditya Akerkar – Faculty (Member)
 6. Dr. Chhaya Panse – Professor and Head, Department of Zoology, Principal, M.D College, Parel (Vice Chancellor's Nominee)
 7. Dr. Manoj Mahimkar – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
 8. Mr. Kedar Gore – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
 9. Dr. Sasikumar Menon – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be coopted by the approval of the Principal)
 10. Ms. Uma Bandekar – Currently working with IQVIA as Centralised Monitoring Lead (University Merit Ranker/ 1st position, One postgraduate meritorious alumnus to be nominated by the Principal/ One representative from industry/ corporate sector/ allied area related to placement)
- Dr. Aditya Akerkar, Dr. Chhaya Panse, Mr. Kedar Gore and Dr. Sasikumar Menon could not attend the meeting due to prior commitments and had informed in advance about their absence in the meeting.

Special Invitees to give their valuable feedback on Academic Autonomy:

- Ms. Sakshi Poojary and Mr. Yash Salastekar (FYBSc students – 2018-19)
- Ms. Rojina Khatun (TYBSc student – 2018-19)

List of Documents circulated:

The following documents were sent by Dr. Satish Sarfare via email for perusal by the board members few days prior to the meeting schedule:

- 1) SYBSc syllabus (2012-2013) of University of Mumbai as the basic framework for the autonomous syllabus to be implemented in the academic year 2019-20
- 2) Current FYBSc syllabus (effective from 2018-2019 under autonomy at SIES College) to give an overview for continuity for revising the SYBSc syllabus
- 3) Current SYBSc syllabus (2018-2019 under autonomy at SIES College which needs revision)




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The following documents were displayed at the meeting:

- 1) SYBSc syllabus (2012-2013) of University of Mumbai, current FYBSc and SYBSc syllabi (effective from 2018-2019 under autonomy at SIES College)
- 2) Articles related to use of animals for dissections:
 - 'Research on animals and current UGC guidelines on animal dissection and experimentation: A critical analysis', Bioethics Update, Volume 4, Issue 2, July–December 2018, Pages 119-139; by Kuldeep Kaushik and Ravi Vaswania, Department of Zoology, Dev Samaj College for Women, Ferozepur City, Punjab 152002, India
 - 'Dissection and Animal Experimentation in Zoology/ Life Sciences and allied disciplines in undergraduate, postgraduate and research programmes', UGC notification, 2014
 - 'Animal dissection: to be or not to be?' from Current Science, 2015 by Ananta Dnyanoba Harkal and Satish S. Mokashe
 - 'Reduction of Animal Sacrifice in Biomedical Science & Research through Alternative Design of Animal Experiments' by Jagdish Rai and Kuldeep Kaushik from Saudi Pharmaceutical Journal, 26 (2018) 896–902
- 3) Reference books: Biology – A Global Approach by Campbell, Biology by Sylvia Mader

Opening Remarks:

Dr. Satish Sarfare made the introductory statements on academic autonomy setting the tone for the session. He gave a brief verbal outline of the academic audit of the college that occurred in the month of April 2019 to assess the performance of the college in the first year (2018-19) of autonomy. He reviewed the meeting's purpose to discuss and finalise the SYBSc syllabus to be effective from academic year 2019-20, since the current SYBSc syllabus does not have any continuity and link with FYBSc revised syllabus.

Key Points:

- ✓ University of Mumbai SYBSc syllabus (2012-2013) was used as the basic framework and discussed to finalise the syllabus for SYBSc to be effective from 2019-20 so that a synergy is built among the current FYBSc syllabus and the revised SYBSc syllabus.
- ✓ Discussion to lift the ban on dissections by a constructive cooperation and dialogue from the student stakeholders; taking undertaking from the students in this context.
- ✓ Under academic autonomy, new evaluation scheme to be followed that uses Bloom's taxonomy.
- ✓ FYBSc and TYBSc students attended the meeting for giving their valuable feedback about academic autonomy.

Discussion:

- A review of the current FYBSc syllabus under autonomy was given by Ms. Sakshi Poojary and Mr. Yash Salastekar, FYBSc students (2018-19). It was a first-hand feedback given by these students wherein they mentioned how learning was made more interesting and effective. They also emphasised on how students were encouraged to read reference books and articles related to the curriculum.
- In a brief discussion on the TYBSc syllabus, a mention about the evaluation method for internal assessment at departmental level was made by Dr. Satish Sarfare. Students were evaluated on the basis of debates/ skits/ posters on topics in the syllabus from a social point of view, for example, Pathology lab and Business, a topic related to Haematology in the syllabus. The objective was to have a holistic approach to push students to reading more reference books and research papers, to become thorough with the topic and to present themselves in front of an audience which will help in boosting their confidence levels.




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- In relation to this Dr. Manoj Mahimkar suggested to have debates/ discussions on social factors like tobacco and alcohol – the industry, economy, industrial setback, etc.
- Ms. Rojina Khatun, TYBSc student (2018-19) gave her opinions about the internal assessment and the Project Component (Research project) introduced in the TYBSc syllabus. She mentioned how the research project has helped her in knowing an aspect of scientific study where your patience pays you off.
- A feedback emailed by Ms. Priya Menon, a TYBSc student on the syllabus was discussed wherein she mentioned about the research project in TYBSc that had inculcated out of box thinking in her about the subject and helped her know to focus on the minute aspects of any study that can have a significant impact, and to have a systematic approach for scientific study.

Comments and suggestions by Dr. Manoj Mahimkar:

Genomics to be discussed in terms of DNA methylation and the diseases linked with it; genomics to be linked with epigenetics; junk DNA in the genome to be discussed in relation to speciation. In the unit based on Evolution, significance of satellite DNA in speciation could be included. In the unit based on Biotechnology, clinical applications of monoclonal and polyclonal antibodies could be incorporated. In relation to stem cells, ICMR guidelines can be introduced.

Comments and suggestions by Ms. Uma Bandekar:

Semester III –

Tundra and polar biomes to be included in Paper I Unit 3: Ecology, 3.1.3

In 3.1.4, importance of population dynamics and concept of global change to be included.

In Paper II, Unit 2: Molecular Biology, 2.4 e) Post translational modifications to be included.

In Unit 3: Genetics, the concept of Pleiotropy from the current SYBSc syllabus can be added.

In Paper III, Unit 1: Introduction to Parasitology and Protozoan Parasites,

2.1: Introduction to Parasitology and types of Parasites and 2.2: Host-parasite relationship: Host specificity subtopics from the current SYBSc syllabus can be added.

Semester IV –

In Paper II Unit 2: Commercial Biotechnology and Bioinformatics, antibiotic production, cancer diagnosis and treatment by using monoclonal antibodies can be introduced.

In Unit 3: Evolution, subtopics 1.1: Related to origin of universe and life and 1.3: Theories of Organic evolution from the current SYBSc syllabus can be added.

Hardy-Weinberg calculation can be included and subtopic 2.6: Macroevolution and Megaevolution from the current SYBSc syllabus can be added.

In Paper III Unit 3: Animal Farming, in sheep and cattle farming veterinary care and precautions and common diseases that affect breeding of these animals could be introduced.

From the current SYBSc syllabus, topics like types of milk and dairy processing from Dairy Science can be included.

Subtopics from Vermiculture from the current SYBSc syllabus can be added.

Comments and suggestions by Dr. Satish Sarfare:

Semester III –

Paper I Unit 3: Ecology should be shifted from SYBSc syllabus and included in the FYBSc syllabus.

Paper II Unit 1: Biochemistry to be split and some topics under Metabolism to be studied under Bioenergetics titled as Energy and life.

Paper III Unit 1: Introduction to Parasitology and Protozoan Parasites, should include the topic – Host-parasite relationship.




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Unit 2: Economic Entomology, should involve advantages and disadvantages of bee keeping and economic importance to be specified from the current SYBSc syllabus.

The title of Unit 3: Animal Farming can be replaced by Animal Husbandry.

Semester IV –

Paper I Unit 3: Ethology to be replaced by Unit 3: Evolution from Paper II

Unit 2: Cellular organization from Paper I to be transferred to Paper II of Semester III

Unit 3: Evolution from Paper II to be replaced by Unit 2: Molecular Biology from Paper II Semester III

Dissections to be a part of academic studies as anatomy is incomprehensible without dissections.

Animals involved in the studies are not the endangered ones.

Star college activity is a back door entry for use of animals in academics.

Separate fees for Project Component in TYBSc to be included in the fee structure.

Comments and suggestions by Mr. Pushparaj Shetty:

In Paper III Unit 3: Animal Farming, latest examples of indigenous and exotic breeds to be included.

In Semester IV Paper II Unit 2: Commercial Biotechnology and Bioinformatics, Base ambiguity symbols and single letter amino acid code to be shifted and included in the unit on Molecular Biology. Concept of database to be included.

From the same unit, Pattern recognition and prediction to be shifted to the TYBSc syllabus.

Comments and suggestions by Mr. Pushparaj Shetty, Ms. Rupali Vaity and Mr. Madhavan Gopalan:

The above faculty members were of the opinion that TYBSc project component should not be a part of the TYBSc syllabus, and only students who are interested should be allowed to take up the research project and thereby such students can be given separate credits for the same. According to them not all the students are interested and enthusiastic about the project, moreover, not all the students have an analytical bent of mind, whereby although the project mentor (faculty) invests their time and energy mentoring students, the mentors had a tough time in instilling the research attitude in such students and therefore they believe that the project component should not be mandatory.

Conclusion:

A brain storming session on syllabus framing effected in some significant suggestions from the board members which will be incorporated in the new syllabus. The revised syllabus for SYBSc is hoped to have a continuance with the current FYBSc syllabus to produce a synergistic effect of the curriculum. The decision of whether to retain the project component in the TYBSc syllabus will be taken when the TYBSc syllabus will be revised in the next academic year (2020-21). For the academic year 2019-20 the project component will be mandatory as per the current TYBSc syllabus.

Meeting adjourned at 5:30 p.m.

Minutes submitted by



Dr. Satish Sarfare
Head and Associate Professor
Department of Zoology
SIES College of Arts, Science and Commerce (Autonomous)
Sion (West), Mumbai – 400 022




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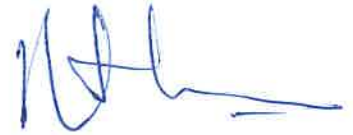
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The Commerce Board of Studies meeting will be held on 25th June, 2019 in the Department at 9.00 am.

Agenda

1. Welcome speech and introduction by the Chairperson.
2. Approval of the minutes of the last BOS meeting.
3. Review of syllabus and question paper pattern.
4. Review of previous semester end exam question papers.
5. Any other matter.
6. Vote of thanks.

21.06.2019



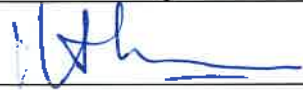





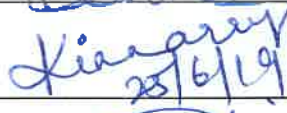


**Roy Mathew
Chairperson,
Board of Studies in Commerce**



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
(AUTONOMOUS)
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Attendance of the members of the Commerce Board of Studies Meeting held on 25th June 2019 at 9:00 am in the Commerce Department.

Sr. No.	Category	Name	Signature
1	Head of the Department	Mr. Roy Mathew	
2	Internal Faculty	Mrs. Maria Fernandes	
3		Mrs. Nitya R. Mahajan	
4		CA Avin K. Shah	
5		Mr. Krishnan Ramchandran	
6		Mrs. Rohini S. Hore	
7		Subject Experts from outside Parent University nominated by Academic Council	Dr. (CA) Seema Gosher
8	Dr. Shobha Dedhia		
9	Vice-Chancellor's Nominee	Dr. Kinnarry Thakkar	
10	Industry Representative	CA Anand K. Iyer	
11	Post graduate Meritorious Alumnus	Mrs. Tushari Vinayak	
12	Co-option by the HOD Experts from Outside the College when Special courses of study are formulated	Dr. N. Seetha Lakshmi	
13		Dr. Sheela Nabar	



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Chairperson
Board of Studies in Commerce. 109

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Minutes of the Commerce Board of Studies meeting held on 25/06/2019 at 9.00 am in the Department of Commerce.

1. The meeting started with introduction and welcome speech by the Chairperson.
2. The minutes of the previous BOS meeting was read out by the Chairperson and approved by the members.
3. In the meeting, the members reviewed the syllabi and semester exam question papers of FY, SY and TY.B Com and found them satisfactory.
4. The members also discussed other matters. Dr. Seetha Lakshmi suggested analysis of exam results. She also suggested more interaction with industry like industrial visit.
5. Dr. Kinnarry Thakkar suggested to consider workable problems in objective type questions for internal and semester end examination.
6. Dr. Seema Gosher and Dr. Shobha Dedhia suggested conducting more seminars and workshops.
7. Dr. Seetha Lakshmi and Dr. Kinnarry Thakkar suggested inclusion of chart and poster making competitions related to various subjects.
8. The meeting ended at 10.00 am with vote of thanks by the Chairperson.
9. The meeting was attended by the following members:
 - i) Mr. Roy Mathew
 - ii) Mrs. Maria Fernandes
 - iii) Mrs. Nitya R. Mahajan
 - iv) CA Avin K. Shah
 - v) Mr. Krishnan Ramchandran
 - vi) Dr. (CA) Seema Gosher
 - vii) Dr. Shobha Dedhia
 - viii) Dr. Kinnarry Thakkar
 - ix) CA Anand Krishnamoorthy
 - x) Dr. N Seetha Lakshmi



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**Roy Mathew
Chairperson,
Board of Studies in Commerce**

Meeting of the Board of Studies in Bioanalytical Sciences, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai. 400 022



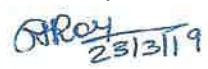

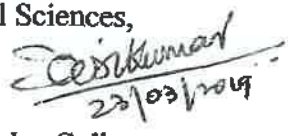


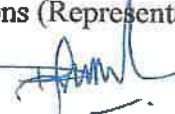
Date: 23/03/19

Time: 2.00 pm

Venue: Board Room, Ground Floor

Agenda: Curriculum design, framing of the syllabi and approval of the two years full time course of M.Sc in Bioanalytical Sciences.

Members of the Board of Studies in Bioanalytical Sciences

- ✓ Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College) 
- ✓ Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College) 
- ✓ Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College) 
- ✓ Professor (Dr.) Sunita Shailajan – Head, Department of Botany, Ruia College (Subject expert and University Nominee) 
- ✓ Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University)
- ✓ Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College) 
- ✓ Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
- ✓ Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject expert from outside the College) 
- ✓ Dr. Kamalakar Sonawne – Consultant, Pharmaceutical Industry (Subject expert from outside the College) 
- ✓ Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement) 
- ✓ Dr. Juliet Victoria – Research Scientist, Terravana Group (Post graduate, Alumnus, SIES College)




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Minutes of the Meeting of Board of Studies in Bioanalytical Sciences

The first meeting of the Board of Studies in Bioanalytical Sciences was held in the Board Room (Ground floor) of SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai on Saturday, 23rd March 2019 at 2:00 pm.

The agenda of the meeting was Curriculum design, framing of the syllabi and approval of the two years fulltime course of M.Sc in Bioanalytical Sciences.

Board members:

- Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College)
- Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
- Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)
- Professor (Dr.) Sunita Shailajan – Head, Department of Botany, Ramnarain Ruia College (Autonomous) (Subject expert and University Nominee)
- Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University)
- Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College)
- Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
- Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject expert from outside the College)
- Dr. Kamalakar Sonawne – Consultant, Pharmaceutical Industry (Subject expert from outside the College)
- Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
- Dr. Juliet Victoria – Research Scientist, Terravana Group (Post graduate, Alumnus, SIES College)

Dr. Savita Kulkarni, Dr. Naomita Dhume and Dr. Juliet Victoria could not attend the meeting due to prior commitments and had informed in advance about their leave of absence.

Minutes

Opening Remarks:

Dr. Satish Sarfare gave an introductory presentation wherein he mentioned that an interdisciplinary-multidisciplinary approach and inquiry-based learning concept are crucial for curriculum design. He also mentioned about Academic Autonomy received by the college (in the year 2018) which entitles certain privileges such as:

- ✓ Freedom to determine and prescribe our own courses of study and syllabi
- ✓ Restructure, Redesign and Refine the course/curriculum to make it locally relevant
- ✓ Implement innovative teaching, learning and evaluation techniques
- ✓ Evolve methods of continuous assessment of students' performance
- ✓ Conduct examination and notification of results
- ✓ Degree shall be awarded by the University of Mumbai but with the name of the college on the degree certificate
- ✓ Prescribe rules for admission and fix fees of the courses at college level

College has been granted Academic Autonomy based on the factors such as:

- ✓ National Assessment and Accreditation Council (NAAC) 'A' grade (Score of 3.51/4.0)
- ✓ Academic reputation and performance in university examinations
- ✓ Academic/co-curricular activities of the students
- ✓ Academic/extension achievements of the faculty




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- ✓ Quality and merit in the selection of students and faculty
- ✓ Quality of institutional management

Discussion on the syllabus started with the display (on LCD screen) of the current syllabus (Revised syllabus of 2014-15) of M.Sc in Bioanalytical Sciences of the University of Mumbai, which will be implemented with some modifications as per the board members' suggestions.

Key points:

- ✓ Fourth semester can have Specializations in Pharmacovigilance, Drug regulation or Bioanalysis.
- ✓ Selection of students can be based on an entrance exam followed by a personal interview.
- ✓ Eligibility of students: B.Sc. in Physics, Chemistry, Botany, Zoology, Biochemistry, Biotechnology, Microbiology and Life Sciences.
- ✓ Batch strength of 20.
- ✓ Staffing pattern:
 - At least two faculty members (full time), eligibility as per University norms
 - Guest faculty
 - One lab assistant
 - Two lab attendants
 - One instrument technician
- ✓ Changes to be made in the nomenclature of fee receipt.
- ✓ Research methodology to be introduced in the syllabus.
- ✓ A mention about Bloom's Taxonomy was also made.
- ✓ A bridge course with credits can be introduced. It should have one unit based on basic chemistry OR instead of a bridge course introduction of a unit based on some modules from Life Sciences Sector Skill Development Council (LSSSDC) can be done. Topics from LSSSDC can be based on Good Laboratory Practices such as maintenance of glassware/ plastic ware; maintaining healthy, safe and secure working environment, etc.
- ✓ Approved design and layout prepared by architects of Urban Infrastructures of the proposed Bioanalytical Sciences laboratory on third floor of the college was displayed and the minutes of the meeting to finalize the laboratory design/ layout with the architect were confirmed with the board members.
- ✓ List of books relevant to the course was discussed.
- ✓ List of examiners and moderators was discussed and confirmed.
- ✓ List of instruments to be procured was displayed.
- ✓ Board members were taken for a visit to Analytical Chemistry Instrumentation lab of the college on second floor and thereafter, they checked analytical instruments (HPLC (Shimadzu), UV-VIS Scanning Spectrophotometer (Shimadzu), GC (Varian), FTIR (Perkin Elmer), AAS (Perkin Elmer) in the lab. Students of Bioanalytical Sciences will be using the resources and instruments in the analytical chemistry lab for their practicals with mutual understanding with the Department of Chemistry.
- ✓ Institution will also coordinate with SIES Institute of Chromatography and Spectroscopy at Nerul campus to give exposure to students of Bioanalytical Sciences to analytical instruments and to optimize and use facilities available at Nerul campus for their practical curriculum.
- ✓ Board members visited and inspected the proposed Bioanalytical Sciences laboratory site on third floor of the college.

Comments and suggestions of Board Members during the meeting:

Dr. Ajit Datar

- Classification of Chromatography can be introduced in Unit 103.1: Theory of Chromatographic separation and TLC
- IR, FTIR and Raman spectroscopy should be included in Unit 103.4: Spectroscopy – I
- In Unit 104.1: OMICS, the sequence of the sub-topics should be Genomics, Proteomics, Metabolomics and Lipidomics




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- Ultra performance liquid chromatography (UPLC), Liquid chromatography (LC), 2D and preparative chromatography can be added in Unit 203.2: HPLC – 2
- Practical based on residual solvent in drug can be introduced
- Headspace GC can be introduced in Semester III
- In Unit 302.1: MS basics, Hybrid MS can be included
- Headspace MS can be included in Unit 302.2: Hyphenation
- The title of Unit 302.4: Analytical methods needs to be changed
- Quality by design (QBD) and Process development, Total quality management (TQM) can be included in Semester III

Dr. Ajit Datar and Mr. Hemant Deshpande

- Drug regulation / Pharmacology can be introduced
- One paper should be based on Drug discovery, Drug regulation, Analysis and Bioinformatics

Dr. Sasikumar Menon

- In Unit 102.3: Drug Act and Regulations, current guidelines to be included
- In Semester III/ IV latest spectroscopic methods can be included; for Raman spectroscopy the Raman instrument should be shown to the students
- Categorization, labeling, gate pass can be included in the practicals
- Assignments to be given on Unit 202.3: IPR and Patenting – 2
- In Unit 202.4: Packaging in Pharma industry, labeling and inserts can be included
- The term 'OS' to be introduced
- In Unit 303.3: Concepts of Biostatistics, example of SPSS can be given, SAS can be introduced
- Unit 303.4: Good Manufacturing Practice, should to be added in the practicals
- In the fee structure, on job training, industrial visit and deposit money charges to be increased. Also industrial visit coordination fee can be charged.
- Original copy of Indian Pharmacopoeia (IP) can be introduced to the students
- The mark sheet should have paper titles and the degree certificate should have the specialization mentioned in brackets

Professor (Dr.) Sunita Shailajan

- Bridge course can be conducted on four Sundays
- Practical component of GLP should include calibration, preparation of solutions and validation
- Field note book in 102 (GLP, Drug Act and Quality Management) practical should be based on the study of plants seen by the students in their field visit
- In Unit 301.1: Basic Microbiology and its application in pharmaceuticals, Study of microbial load of raw materials used for drug preparation (example plant material) to be included
- Control of microbial contamination, sources of contamination of pharmacological products can be included
- Reshuffling of the sub-topics of Unit 303.1: Standardization of ASU drugs to be done; sub-topics 5,6,7 (approaches to standardization, raw materials, in-process materials) should come first in sequence followed by others

Dr. Satish Sarfare

- For Unit 204.1: NCE and its development into a new drug and enzymes, more elaboration required
- Unit 204.3: Basic Pharmacokinetics, pharmacodynamics and drug properties to be split into separate units
- Unit 204.4: Laboratory safety measures with respect to handling of chemicals and biological materials to be merged and incorporated with Unit 102.1: Good Laboratory Practice (GLP)



Dr. Tara Menon

- Internship in Semester IV

Dr. Sasikumar Menon and Dr. Satish Sarfare

- One paper of Semester IV to be removed and its contents to be clubbed with some component in Semester III

Others points noted

- Unit 301.2: Genomics to be merged with OMICS
- In Unit 301.3: Basic and Regulatory Toxicology, current guidelines can be included
- In Unit 301.4: Regulatory Microbiology and its application in pharmaceutical and food industry, Biosafety levels can be introduced
- In practicals of 301 (Basic Microbiology, Genomics, Capillary Electrophoresis and Toxicology – I), central streak with Bacillus species and isolation of microbes from contamination can be included
- The Examination Pattern: Theory component of the Course will be evaluated as –

1. Internal Assessment with 40% marks: Research paper review, research abstract writing, poster presentation or field/ industrial visit with submission of report

2. Semester End Examination (written) with 60% marks

Practical component of the Course will be evaluated by conducting Semester End Practical Examination of 50 marks.

Conclusion:

Curriculum design is an integral core of academics and a well-framed syllabus can be a game changer for both the institution and the student stakeholders. Many valuable suggestions came from the board members for the restructuring of the syllabus. These inputs will be incorporated in the new syllabus.

M.Sc in Bioanalytical Sciences has received a favourable response from pharmaceutical industries, therefore this course will serve as a platform for industry-academia collaboration and for industrial placement and employment of the post graduate students. The active interaction with pharmaceutical industries will make a significant difference to the institution in terms of reaccreditation by NAAC in the future.

The interdisciplinary approach of the course will inculcate cross disciplinary research culture in the institution with active interaction among the different departments of chemical and biological sciences.

Introducing this course will be a logical extension of the academic pursuits of the institution and a significant step towards achieving academic excellence.

Meeting adjourned at 5:30 pm

Minutes submitted by



Dr. Satish Sarfare
Coordinator, Bioanalytical Sciences
Head, Department of Zoology
SIES College of Arts, Science and Commerce
(Autonomous), Sion (West), Mumbai – 400 022
Email: satishs@sies.edu.in



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DEPARTMENT OF BIOTECHNOLOGY

ATTENDANCE SHEET

Board of studies meeting conducted at UG laboratory at 2.00 pm on 29.06.2019

Sr. No.	Name	Signature
1.	Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University)	
2.	Dr. Savita Kulkarni (Associate Professor, Department of Life Sciences, HBNI, Anushakti Nagar)	
3.	Dr. Swati Jadhav <i>Advanced enzymes ltd. Thane</i> (General Ajanta Pharma, Andheri)	<i>Swati Jadhav</i>
4.	Mr. Nikhil Kadalag (PhD Scholar, DBT-ICT Centre for Energy Bioscience, ICT, Mumbai)	<i>NK</i> <i>29/6/19</i>
5.	Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N.Khalsa College, Matunga)	<i>SS Panvalkar</i> <i>29.6.19</i>
6.	Dr. Deepali Karkhanis (Head, Dept of Biotechnology, Vaze College, Mulund)	
7.	Dr. Varsha Mane Kelkar (Head, Dept of Biotechnology, University of Mumbai)	
8.	Dr. Tara Menon (Chairperson)	<i>Tara Menon</i>
9.	Dr. Subi Yoosuf (Member)	<i>Subi Yoosuf</i>
10.	Mr. Pramod Kamble (Member)	<i>Pramod Kamble</i>
11.	Mr. Prajith Nambiar (Member)	<i>Prajith Nambiar</i>



[Signature]
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12.	Ms. Anju James (Member)	Call
13.	Dr. Richa Singh (Member)	Richa
14.	Ms. Vibha Udyawar (Member)	Vibha
15.	Ms. Priti Pandit (Member)	P. Pandit
16.	Ms. Archana Nambiar (Member)	Nambiar



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DEPARTMENT OF BIOTECHNOLOGY

Board of studies- Minutes of the meeting

Date: 29.06.2019

Time: 2.00 pm

Venue: Board room, SIES College of Arts, Science and Commerce.

The board of studies meeting was conducted in the board room at 2.00 pm on 29th June 2019 for discussing and finalizing the F.Y, S.Y, T.Y, MSc part I and II autonomous syllabus (2019-20).

The meeting was attended by Dr. Swati Jadhav (Scientist, Advanced Enzymes), Mr. Nikhil Kadlag (PhD Scholar, ICT, Mumbai), Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N Khalsa College, Matunga), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department. A copy of details of the syllabus to be discussed and first year autonomy syllabus was provided for reference.

The session was initiated by Dr. Tara Menon, who welcomed the members and read out minutes of the meetings for previous BOS. The first session of the meeting started with detailed discussion of the undergraduate autonomy syllabus by Dr. Tara Menon. Few deletions were made in order to avoid repetition. Some additions were made to the existing topic with respect to entrance examinations. All the changes proposed by us were accepted by the board members. The board members suggested changing the name of blue green algae mentioned in the FYBSc syllabus to cyanobacteria and to incorporate Urea estimation from milk in TYBSc practical syllabus.

This was followed by detailed discussion of MSc syllabus by Dr. Subi Yoosuf. DNA topology was introduced in semester I and IPR in semester IV; Biostatistics and Bioinformatics papers were shifted to semester III from semester IV considering its importance in dissertation. Topics under Biostatistics and Bioinformatics have also been re-organized to give it a better flow. These changes were approved by the board members. The board members suggestions were to include method development for Gas Chromatography and Signal peptide detection in MSc Part I practical syllabus, and application oriented study of synthetic biology in the theory syllabus. These suggestions shall be incorporated from the current academic year.




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Tara Menon

19/7/19

6/18

SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Members for Value Added Course
Cyber Security – Basics
Academic Year: 2019-20

A meeting of the Ad-hoc Board of Studies of Department of Computer Science of SIES College of Arts, Science and Commerce (Autonomous), Sion (W), Mumbai was held on 29/07/2019 at 01.00 PM in the Department of Computer Science. The following members were present:

(Internal Members)

- 1). Mr. Manoj Singh, Coordinator & Asst. Professor, Dept. of Computer Science
- 2). Dr. Abuzar Ansari, Asst. Professor, Dept. of Computer Science
- 3). Ms. Maya Nair, Asst. Professor, Dept. of Computer Science
- 4). Mr. Gauraang P. Kelkar, Asst. Professor, Dept. of Computer Science

(Representatives from other than parent university)

- 5). Mr. Shahajahan Khan, Dr. BMN College of Home Science, Affiliated to SNDT University
- 6). Ms. Manjot Kaur, Dr. BMN College of Home Science, Affiliated to SNDT University

(Vice-Chancellor's Nominee)

- 7). Dr. Amol Jogalekar, Assistant Professor, Mithibai College, Vile Parle (W)

(Representative from industry)

- 8). Mr. Saurabh Chakrabarthy, Engineering Manager, Smartiply

(Alumnus Member)

- 9). Ms. Kameshwari Ayyapola, Consultant, Capgemini



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SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Members for BSc Computer Science
Academic Year: 2019-20

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SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Members for M.Sc. Computer Science
Academic Year: 2019-20

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(Representatives from other than parent university)

- 5). Dr. Anita Chaware, HOD- Dept. of Computer Science, SNDT University
- 6). Dr. Ganesh Magar, Associate Professor, SNDT University

(Vice-Chancellor's Nominee)

- 7). Dr. Siby Abraham, Associate Professor, Dept. of Mathematics, Khalsa College

(Representative from industry)

- 8). Mr. Kunal Shah, SocialTitli

(Alumnus Member)

- 9). Ms. Kameshwari Ayyapola, Consultant, Capgemini




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Minutes of the Board of the Studies meeting for BSc Computer Science

The Board of Studies meeting of Computer Science was conducted on 29/07/19 at 01:00 pm. The following points were discussed:

1. Exam pattern to be modified by removing the objective type questions and keeping only theoretical questions.
2. Project Documentation to be implemented in Semester V and Project implementation in Semester VI instead of two projects.
3. Creating movies or other creative methods to teach various concepts like Information and Network security.
4. 20 marks component of Internal Evaluation to be evaluated using MCQ based on all the three units. Option can be given to students to complete a certificate course (NPTEL or equivalent) and marks obtained in the course can be considered for the same.




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Minutes of the Board of the Studies meeting for MSc Computer Science

The Board of Studies meeting of Computer Science was conducted on 29/07/19 at 01:00 pm. The following points were discussed:

1. The internal marks can be evaluated using any of the following methods

1. Review of Research papers specific to subjects
2. Attending Conferences
3. Mini project specific to subject
4. Presentation specific to subject

OR

1. Research paper publication.



A handwritten signature in blue ink, appearing to be "M. S. S.", written over the printed name of the Principal.

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Minutes of the Board of the Studies meeting for Value Added Courses


The Board of Studies meeting of Computer Science was conducted on 29/07/19 at 01:00 pm to approve the course contents of Cyber Security – Basics under Value Added Courses.

The detailed RUSA syllabus on Cyber Security Basics was presented to BOS members.

The points given below were discussed by the BOS members

1. The Contents of Syllabus, Paper Pattern, duration, course fees was discussed by BOS members.
2. Eligibility criteria for the course was discussed.
3. Course is proposed to introduced to second semester students across all under graduate courses.
4. Course Certificate to be issued by the College.
5. Course will also carry additional credits along with regular course.
6. Course will be conducted during vacation/week ends.




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DEPARTMENT OF INFORMATION TECHNOLOGY
BOARD OF STUDIES

MINUTES OF THE MEETING held on 29th July 2019

1. The meeting commenced in the presence of the BOS members at 2.30P.M
2. The BOS Members were welcomed by the Chairperson, Ms. Sudha Bhagavatheeswaran.
3. Total members present :- 9
4. It was decided to continue with the syllabus passed in 2018-19 for the following courses:-
FYBSc(IT), SYBSc(IT), TYBSc(IT) & MSc(IT) - Part II.
5. The value added course on Cyber Security-Basics was approved.
6. A new syllabus for MSc(IT) – Part I was proposed.
7. The suggestions for MSc(IT) –Part I syllabus is as mentioned below:-

Year/Semester	Paper Code	Name of the paper	Suggestions	Suggested By
MSc(IT),Part I – Semester I	SIPSIT11	Advanced Security in Computing	Ransomware be included in theory.	Mr. Vagish Dwivedi
MSc(IT),Part I – Semester I	SIPSITP11	Advanced Security in Computing Practical	The following practicals to be included:- i)Software based attacks ii)Web based exploitation	Mr. Vagish Dwivedi
MSc(IT),Part I – Semester I	SIPSITP11	Advanced Security in Computing Practical	Cryptography related programs to be included	Dr.Srivaramangai
MSc(IT),Part I – Semester I	SIPSIT12	Cloud Computing	i) Proactive monitoring with Advisor to be excluded in theory - unit V ii) Open Stack to be included	Dr. Hiren Dand
MSc(IT),Part I – Semester I	SIPSITP12	Cloud Computing Practical	Remove the following practicals:- i) Managing private cloud with app controller ii)Using advisor for proactive monitoring iii) Open Stack to be included	Mr. Vagish Dwivedi




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MSc(IT),Part I – Semester I	SIPSIT13	Research Methodology	i) Include topics of scientific research in Unit III and IV ii) The student must publish the research paper in a conference/ journal	Dr. Anup Palsokar
MSc(IT),Part I – Semester I	SIPSITP14	Big Data Analytics Practical	Add Data Scraping and Analysis using Python	Mr.Vagish Dwivedi
MSc(IT),Part I – Semester II	SIPSIT22	Digital Image Processing	The following topics to be removed in theory:- i) Extensions to Functions of two variables and properties of the 2-D DFT and IDFT in Unit II ii) Wavelet and other Image Transforms in Unit IV	Dr. Anup Palsokar
MSc(IT),Part I – Semester II	SIPSITP22	Digital Image Processing Practical	Bit plane slicing to be included	Dr. Anup Palsokar


Chairman
Ms.Sudha.B




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DEPARTMENT OF INFORMATION TECHNOLOGY

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Chairman

Ms.Sudha.B



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AGENDA & MINUTES of BOS Meeting (BMS Department)

Meeting Name:	Board of Studies Review Meeting for the academic year 2019 - 2020		
Date of Meeting:	22 nd June, 2019	Time:	01:00pm – 02:30pm
Convener:	Ms.Umadevi Kokku	Location:	Board Room, Gr. Floor

1. Meeting Agenda

- To review the minutes of the last meeting(held on 23rd June 2018)
- To formally present before the Board of Studies members, the highlights of Academic year 2018-19 with regard to implementation of approved syllabus, Scheme of evaluation, Semester End Question Paper, Project Work, Internships and Placements
- To get the Board of Studies members feedback on the scheme of evaluation, Semester End Question paper, project work and internship and placement for learners of BMS course.

2. Attendees

Name	Name
Ms. Umadevi Kokku, Chairperson	Mr. K.Saravanan Nadar, Faculty Member
Dr. Veena Prasad, VC Nominee	Mr. Dhairya Kajaria, Student Representative

3. Meeting Minutes / Action Items

- The meeting began with the introduction and welcoming of the Board of Studies members
- A feedback on the semester wise proposed syllabus, Scheme of Evaluation, Paper Pattern, project work, list of examiners and Moderators for the course was given to the members.
- Feedback and suggestions was received in respect of syllabus, scheme of evaluation, paper pattern, project work, internships and list of examiners and moderators
- Inputs were received from Mr. Dhairya Kajaria, the student representative (Alumini) regarding the inclusion of live projects for marketing and finance as a part of internal assessment
- VC Nominee Dr.Veena Prasad proposed to include few application based question along with concepts and terms in the exam question paper
- It was decided that the revisions would be incorporated gradually in the upcoming year
- The meeting concluded with the vote of thanks proposed by the chairperson

Signature of Convener

Umadevi Kokku
 (BMS Course Coordinator)



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Minutes of the BoS Meeting conducted on 13th June, 2019

All the Board of Studies (BOS) members arrived at SIES by 10:30, they mingled with each other while looking through the latest edition of the college magazine Dakshinayanam that was presented to them along with a copy of the syllabus.

At around 10:45am, Chair-person, Ms. Vaneeta Raney gave the opening speech and welcomed the BOS members. She then put forward the agenda of the meeting.

She also displayed the latest composition of the BOS committee for the assistance and understanding of the members.

After which Vaneeta Ma'am read the minutes and the members reviewed with approval the Minutes of the previous BOS meeting held on 23rd June, 2018. The inputs and additions suggested by the BOS members in the previous meeting was shown to have been incorporated successfully in the syllabus and in practice via power point presentation respectively.

Ms. Ruchita Karmokar, the newly appointed assistant professor at the Department of Mass Media at SIES on Ad-hoc basis, introduced herself to the Board members and explained about the subjects taught by her.

After this thorough run through of the Minutes, it was inferred that the recommendations objectives set were implemented successfully. Subsequently, the members also reviewed the 60:40 marks pattern with the divisions of the marks.

Following which a methodical appraisal of the Exam Question Papers was done. Mrs. Renu Nauriyal (Expert from the Parent University) and Dr. Mira Desai (Subject expert from outside Parent University) took a detailed interest in this matter. Dr. Desai, expressed her hesitation about whether it is acceptable to use a specific brand name in the papers, referring to the unintentional endorsement factor or other legal aspects. Ms. Vaneeta Raney addressed her concern and assured her that it is more than acceptable to mention brand names in the paper, in fact using brand names increases relativity and real-factor for answering the questions for students. Dr. Hanif Lakdawala (Faculty Representative), further reinforced Ms. Raney's statement stating that for Academic purposes we can use Brand names and all other members also agreed to the same.

Ms. Vaneeta Raney further pointed out that all question papers in every subject offer a balance between practical and theory questions, i.e. the paper is highly option based and student –market centric.

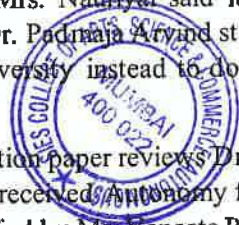
Mrs. Renu Nauriyal, keenly observed and suggested in one of the question papers (Semester: Introduction to Journalism) where in the Short Notes section the question stated 'Real Journalism' to be replaced with 'Real-Time Journalism'.

Dr. Padmaja Arvind (Vice Chancellor's nominee), stated that since SIES is Autonomous we have the freedom of providing any level of academic excellence that we want to provide to the students. She said that students would rather see college name and repute instead of the subjects and syllabus. That is, students don't question the subjects offered and its teaching proficiency in a college rather they gave more importance to college brand value as a motivating factor.

Here, Mrs. Nauriyal agreed with her. Further, at this stage the members compared the syllabi pattern and the elective choosing decision of BMM to that of BMS. They collectively became conscious of the fact that BMS allows students to choose their preferred elective in the second year itself rather than in their third and final year unlike BMM. In reply to the same, Dr. Arvind declared that both these courses are rather different from one another.

Ms. Raney suggested a probability of a specialisation in Public Relations as a new elective that can be offered in the BMM curriculum. Here, Dr. Padmaja Arvind was not on board with this idea, even Mrs. Renu Nauriyal expressed concern over the same. Mrs. Nauriyal said it might be difficult due to the controversial aspects involved in the same. To this Dr. Padmaja Arvind stated that it is not required to go along with the decisions taken by the Mumbai University instead to do our own thing and to become unique in such regard.

After progressing to the Third and Second Year question paper reviews Dr. Padmaja Arvind revealed that she was unaware about the fact that the college has received Autonomy for all the three classes i.e. FY, SY, and TY and not just for FY. This query was clarified by Ms. Vaneeta Raney and Dr. Hanif Lakdawala.



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In progression to the discussion Ms. Vaneeta Raney suggested reconsidering the Semester 6 Advertising subject Financial Management (FM), as it is difficult for students from Arts/Science backgrounds to cope with the same. However, Mrs. Renu Nauriyal countered this and stated that Financial Management is a really important subject that should not be scrapped. To this, Dr. Padmaja suggested presenting Financial Management as an optional subject instead of completely discontinuing it. Here, Mr. Saurabh Khanna (Post Graduate Meritorious Alumnus), expressed his opinion stating that, while Financial Management is a difficult subject it is essential to students in their future, especially if they plan to pursue further studies like MBA or any other such fields. Thus, Ms. Vaneeta Raney agreed that Financial Management is a necessary subject but tutorials or bridge course to be conducted for the same.

Dr. Mira Desai expressed concern about the external & internal elective option that presents itself here. She pointed out that under Management course, Financial Management is a compulsory and relevant subject. The difference exists solely in the name of the subject, while in BMM its FM, in BMS its Accounting & Finance. Dr. Desai suggested an interdisciplinary approach wherein collaborative or combined lectures of BMM and BMS can be scheduled. Same is the case of the subject called 'Organisational Behaviour'. Dr. Hanif Lakdawala agreed that this is a good idea. Dr. Mira Desai, Dr. Hanif Lakdawala, and Dr. Padmaja Arvind were all were enthusiastic about this provided the syllabus and semester periods go hand in hand.

Dr. Mira Desai further stated that if not a permanent solution or if it seems difficult to administer in actuality then this concept can be transferred into joint workshops and seminars for these subjects which shall be open to students of both courses. Moreover, if unable to execute at college level a department level initiate can be taken, possibly.

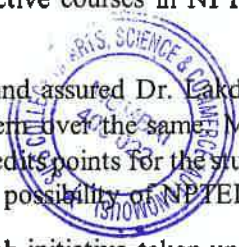
Consequently, Dr. Padmaja Arvind suggested that inclusion of case study based learning for subjects like psychology and sociology. Eg. Identify and explain the social concepts/phenomena in the given case study. She further emphasised the importance of theory and accentuated the role it plays in the application aspect in any question that is practical in nature and Vaneeta Ma'am oriented her that it is followed in most of the subjects and shall be followed prospectively.

At 11.20 am, Ms. Vaneeta Raney along with Ms. Ruchita Karmokar commenced that showcasing of the preceding year's academic and non-academic department level activities 2018-19. This in turn incited a discussion of the importance of documentation among the BOS members, Dr. Desai stated that it is a must, Dr. Lakdawala insisted that it is a NAAC requirement, whereas Dr. Arvind said that immediate action reduces or simplifies the tedious work of documentation. Dr. Lakdawala, called this 'Real Time Work'. Dr. Arvind stated that technology (IT) plays a major role in making documentation less comprehensive. She emphasized the importance of IT in favour of hard copy (for immediacy) it makes things easy and prompt. Dr. Padmaja Arvind spoke about her college (SIA College) and its competencies & achievements .i.e. Real Time Projects. She mentioned that college website has been created by her TY students as a part of the project.

The Power Point presentation of the various departmental activities was shown alongside the original word document at Mira Desai's insistence. Ms. Vaneeta Raney expressed concern about low attendance that is experienced during any ongoing college Festival, but mentioned that good representation at inter-collegiate level along with trophies as a result of good performance on the part of the students makes up for all. She further mentioned about the NPTEL examination programmes which is affiliated with Indian Institute of Technology, which is encouraged and thus quite popular among the students who wish to add to their profile and learn something new and valuable. She stated that BMM department has also received the Best Department award for generating maximum number of toppers in NPTEL. Photographs of all previous BMM students who have topped in their respective courses in NPTEL were displayed for the BOS members to comprehend.

Dr. Padmaja Arvind commended the NPTEL initiative and assured Dr. Lakdawala over its meritorious value and industry repute, when he expressed his concern over the same. Ms. Vaneeta Raney further mentioned that NPTEL exams accounts for a total of 4 credits points for the students who give the exams. Following which, Dr Arvind and Dr. Desai discussed the possibility of NPTEL as value added course.

Furthermore, Ms. Vaneeta Raney spoke of the Value Lab initiative taken up by the BMM department. The department was assigned the value of 'Time' and was asked to promote its importance as CSR initiative on the SIES campus. Dr. Desai asked for an elaboration of the same, to which Ms. Ruchita Karmokar replied by speaking about the various initiatives and activities that were undertaken. She also



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awareness about various social issues about the same in the form of discussions and street plays by the students as a part of their assignments. As a result, clubbing two important aspects i.e. Academic and CSR correspondingly. She further stated that it was an added bonus and a motivating factor for the students that they were successful in fulfilling the CSR objective.

Following this, Mrs. Renu Nauriyal broached the topic of Disinformation, and the importance of correlation with current events and happenings with subjects to make it factual and emphasize the role of propaganda and dilution in Media. She stated that unlike most colleges who focus on the entertainment factor, we must focus on real events. Ms. Vaneeta Raney strongly agreed with the same added that this will add a commendable impact in the subject to boot. And proposed a guest lecture by Shri R.N.Bhaskar to be organised for the same during the academic year 2019-20.

Subsequently, Ms. Vaneeta Raney read out aloud the Syllabus Agenda. Dr. Hanif Lakdawala wanted to become aware of the college management's stand over these decisions so as to better understand and move further. To soothe his query Ms. Vaneeta Raney relayed across the message sent by the Principal to the BOS members, i.e. no major changes have to be made to the syllabus, changes are recommended only if absolutely necessary and depending on the success rate of the same. Dr. Hanif Lakdawala construed that retaining the existing BMM syllabus, including the name. Whereas, Dr. Mira Desai stated that there should be a vote. Here, Dr. Padmaja Arvind pointed that it is up to the institution, and its nomenclature. She asked to be made aware of the expectations and requirements for a subject expert committee so that there is no need for a pointless debate to ensue.

Mrs. Renu Nauriyal stalwartly stated that the syllabus should be retained, that its nomenclature should be untouched, with the exception of the inclusion of an add-on course on Current Affairs. Ms. Rajalakshmi, Ms. Desai and Dr. Hanif with Ms. Amanjeet Kaur expressed their agreement on the same optimistically. Dr. Arvind agreed with this sentiment but stated that it was required especially in the subject, Political Science. She suggested allocating 25 marks from the subject to Current Affairs itself if possible.

Mrs. Renu Nauriyal disagreed with this because according to her Political Science and Current Affairs are two very different subjects that are vast, important and unique in nature too. She believed that combining both will dilute the subjects, instead of combining the two, she recommended to introduce it additionally as an Add-on course or subject to the syllabus.

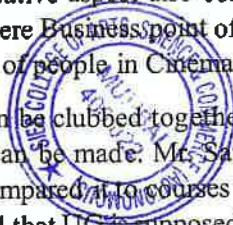
Mr. Jagwani emailed the inputs in the subject Advertising in contemporary society i.e. ACS, in TYBMM advertising semester five, Dr. Mira Desai said that emphasis should be drawn to the process of Global to local then Glocal, in that order. Thus, highlighting its importance in contemporary times. Dr. Padmaja Arvind and Mrs. Renu Nauriyal expressed their agreement towards the same. Dr. Desai along with Ms. Vaneeta Raney called attention towards the growing need of Rural Marketing (Principles of Marketing), both agreed that this topic has to be given more importance in the syllabus.

Mr. Narayan Thakur (Expert from the parent university), was absent for the meeting due to work commitments but sent across his inputs via email towards the subject of 'Understanding Cinema'. Ms. Ruchita Karmokar elaborated on his inputs thus inciting a discussion about the same amongst the BOS members. One of the suggestions delivered by Mr. Narayan Thakur to increase emphasis on 'physically disabled or challenged' portrayal and depicting in cinema, this can be considered as a social aspect in syllabus of Understanding Cinema. Ms. Ruchita commended this suggestion, however Dr. Desai asked for elaboration and specification under the common topics or headings since it is broad in nature. Dr. Padmaja Arvind agreed with her and stated that narrowing down the terms is required to put this into effect.

Another suggestion put forward by Mr. Narayan Thakur for the subject of Understanding Cinema was to try and link it appropriately to its business aspects. Here, creative aspect also comes into play to form a bridge. This might include Film & marketing as a module where Business point of view of cinema can be realised, or understanding Audience as a subject or Portrayal of people in Cinema.

Here, Mr. Saurabh Khanna enquired whether any subjects can be clubbed together. To which Dr. Arvind said that instead of combining subjects; sections and links can be made. Mr. Saurabh Khanna clarified that BMM is rather general and specialisation oriented. He compared it to courses that are offered abroad, and which are quite specific. Here, Dr. Padmaja Arvind stated that UG is supposed to be the base whereas PG is the specialization. Dr. Desai agreed upon the same.

Mrs. Renu Nauriyal expressed concern as to go to get students to work harder, in terms of their learning



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Dr. Padmaja stated that reshaping the entire syllabus because deviation from core is taking place. She further stated that there should be three objectives only, otherwise it gets too much. She also mentioned that Learning Outcome to such objective is important.

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Dr. Padmaja Arvind and Mrs. Renu Nauriyal spoke passionately about the same. Mrs. Rajalakshmi Iyer, Dr. Mira Desai and Dr. Hanif Lakdawala also joined in on the discussion. Further, Ms. Vaneeta Raney

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Further, Dr. Hanif Lakdawala and Dr. Padmaja Arvind wanted to know the specifications involved in calculation of the credits. Here, Ms. Vaneeta Raney expressed, illustrated and clarified the same. She further proposed to go ahead as follows i.e. FY - new university syllabus, SY - old syllabus, and TY - old syllabus. Dr. Padmaja was not on-board with going along with the University's syllabus for the First Years in 2019-2020. Dr. Hanif Lakdawala agreed with the same. Here, Ms. Vaneeta Raney explained that if we were to introduce the new syllabus in FY itself, whereby this new FY batch will completely follow the new syllabus in their respective FY, SY, and TY. This shall be smoother than confusing students with different syllabi patterns in every year. If not the students will have completely different syllabus which shall be confusing and tough for them.

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Dr. Padmaja Arvind stated that since SIES's Autonomous the Fee structure for BMM will naturally upsurge hence the syllabus should accordingly be good in terms of its value and standard that it offers. She feels that there has to be remarkable changes to justify same. Here, Dr. Arvind also expressed concern over the donation problem that is still prevalent in a lot of universities.

To increase course value and to justify fees and standard Dr. Hanif Lakdawala suggested including Internships done by students under the valuation of the credit system along with an assurance of guaranteed placements or at least fair placement opportunities shall be taken into consideration. Dr. Mira Desai further mentioned about non-credit based Internship.

With regards to implementing the Mumbai University syllabus for the first years Dr. Padmaja Arvind suggested, replacing the subject Foundation Course 1 and Foundation Course 2 with EVS 1 (paper 1) and EVS 2 (paper 2), in Semester 1 and 2 respectively. Thus, the credits shall match. Further, to introduce choice based subjects in second year. Ms. Vaneeta Raney pointed out that to implement these changes in agreement with all board members is essential and will have to be must into effect without any hassles related to admission, examination and evaluation procedure at a constant pace respectively.

Dr. Padmaja Arvind stated that it is necessary to provide justification as to why a student should choose our college. Dr. Mira Desai further stated that being an autonomous college can experiment a third specialisation. Ms. Vaneeta Raney suggested introducing a 3rd specialization i.e. Public Relations (PR) in the long run shall be a prospective move.

Dr. Padmaja Arvind recommended against the same seeing as the cost of the 3rd specialization in proportion to the number of students that'll opt for it might not prove a match and it shall be difficult to manage it will be an obstacle.

Dr. Renu Nauriyal and Dr. Hanif Lakdawala said that in such a case if a 3rd specialization has to be created it cannot be circumstantial and that it shall be management's decision. Ms. Vaneeta Raney agreed and stated that it can be converted into a Value added course if required in a diploma course certification which was readily acceptable by all.

Thus, it was decided that the 120 credits shall be maintained, that is at par with the University with the new FYs.

Dr. Padmaja Arvind still expressed concern with FY syllabus and emphasised on retaining the social science papers too. Here, Ms. Vaneeta Raney reminded Dr. Arvind about the 'EVS for credits' option that she had suggested as a solution in consultation with Principal and agreement of all the board members.



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Dr. Renu Nauriyal stated that if there are any changes to be made in the First Year subjects it has to be presented in a creative and attractive manner to retain face value and attract students to one's college, entertainment factor should be maintained. Dr. Padmaja Arvind reminded that AC approval may be a problem.

Mr. Saurabh Khanna agreed and referred to Mrs. Renu Nauriyal opinion about credit linkages to help create a path and guidance for students as they feel that they are studying a single flow of subjects rather than 30 different subjects, thus, creating a link with the new FY syllabus introduced by university of Mumbai to be considered next year with certain deviations if any. All the board members were sounding positive about the same.

Ms. Vaneeta Raney pointed out that managing KT students with the implementation of old and new syllabus and the examination complexities with the introduction of restructured syllabus at FY level shall be a hasty move at this juncture and approval in the Academic council meeting shall be an unruly call. All the board members were sceptical about the same too.

Thus, Chairperson, Ms. Vaneeta Raney, concluded that the existing subjects are to be retained for now and next year any changes that are to be made to the syllabus can be administered. Dr. Hanif Lakdawala and Ms. Amanjeet Kaur agreed upon the same. Mrs. Renu Nauriyal and Dr. Mira also agreed with the retention plan along with the addition of the value-added courses. Mrs. Rajalakshmi also gave a thumbs up for the same.

Other matters discussed such as; Dr. Hanif Lakdawala suggested creating an in-house studio, along with an introduction of Master's program, to improve the standards if feasible. All members were in agreement.

Following which, all members then discussed indefinitely about various colleges, the University, syllabus, the Academic Council and the students profile. Ms. Ruchita Karmokar took the attendance of all the board members present and handed them personal Thank you letters with Brunch.

The meeting came to a conclusion that minutes of this meeting shall be passed by Ms. Vaneeta Raney by email and board of members shall give a suitable reply for future action. At 1.00pm, Ms. Vaneeta Raney gave a vote of thanks to the board members and thanked them for their time and inputs. Astonishingly, Board members promptly thanked Vaneeta Ma'am for inviting them and personally wished her luck for shouldering the responsibility and taking an altruistic decision prospectively.

Dr. Vaneeta Raney

Chairperson, BoS,

Department of Mass Media




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BOS Meeting Minutes (13th June, 2019)

All the Board of Studies (BOS) members arrived at SIES by 10:30, they mingled with each other while looking through the latest edition of the college magazine Dakshinayanam that was presented to them along with a copy of the syllabus.

At around 10:45am, Chair-person, Ms. Vaneeta Raney gave the opening speech and welcomed the BOS members. She then put forward the agenda of the meeting.

She also displayed the latest composition of the BOS committee for the assistance and understanding of the members.

After which Vaneeta Ma'am read the minutes and the members reviewed with approval the Minutes of the previous BOS meeting held on 23rd June, 2018. The inputs and additions suggested by the BOS members in the previous meeting was shown to have been incorporated successfully in the syllabus and in practice via power point presentation respectively.

Ms. Ruchita Karmokar, the newly appointed assistant professor at the Department of Mass Media at SIES on Ad-hoc basis, introduced herself to the Board members and explained about the subjects taught by her.

After this thorough run through of the Minutes, it was inferred that the recommendations objectives set were implemented successfully. Subsequently, the members also reviewed the 60:40 marks pattern with the divisions of the marks.

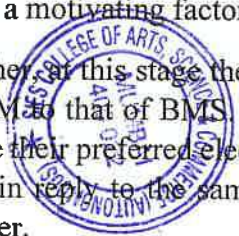
Following which a methodical appraisal of the Exam Question Papers was done. Mrs. Renu Nauriyal (Expert from the Parent University) and Dr. Mira Desai (Subject expert from outside Parent University) took a detailed interest in this matter. Dr. Desai, expressed her hesitation about whether it is acceptable to use a specific brand name in the papers, referring to the unintentional endorsement factor or other legal aspects. Ms. Vaneeta Raney addressed her concern and assured her that it is more than acceptable to mention brand names in the paper, in fact using brand names increases relativity and real-factor for answering the questions for students. Dr. Hanif Lakdawala (Faculty Representative), further reinforced Ms. Raney's statement stating that for Academic purposes we can use Brand names and all other members also agreed to the same.

Ms. Vaneeta Raney further pointed out that all question papers in every subject offer a balance between practical and theory questions, i.e. the paper is highly option based and student –market centric.

Mrs. Renu Nauriyal, keenly observed and suggested in one of the question papers (Semester: Introduction to Journalism) where in the Short Notes section the question stated 'Real Journalism' to be replaced with 'Real-Time Journalism'.

Dr. Padmaja Arvind (Vice Chancellor's nominee), stated that since SIES is Autonomous we have the freedom of providing any level of academic excellence that we want to provide to the students. She said that students would rather see college name and repute instead of the subjects and syllabus. That is, students don't question the subjects offered and its teaching proficiency in a college rather they gave more importance to college brand value as a motivating factor.

Here, Mrs. Nauriyal agreed with her. Further at this stage the members compared the syllabi pattern and the elective choosing decision of BMM to that of BMS. They collectively became conscious of the fact that BMS allows students to choose their preferred elective in the second year itself rather than in their third and final year unlike BMM. In reply to the same, Dr. Arvind declared that both these courses are rather different from one another.



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Ms. Raney suggested a probability of a specialisation in Public Relations as a new elective that can be offered in the BMM curriculum. Here, Dr. Padmaja Arvind was not on board with this idea, even Mrs. Renu Nauriyal expressed concern over the same. Mrs. Nauriyal said it might be difficult due to the controversial aspects involved in the same. To this Dr. Padmaja Arvind stated that it is not required to go along with the decisions taken by the Mumbai University instead to do our own thing and to become unique in such regard.

After progressing to the Third and Second Year question paper reviews Dr. Padmaja Arvind revealed that she was unaware about the fact that the college has received Autonomy for all the three classes i.e. FY, SY, and TY and not just for FY. This query was clarified by Ms. Vaneeta Raney and Dr. Hanif Lakdawala.

In progression to the discussion Ms. Vaneeta Raney suggested reconsidering the Semester 6 Advertising subject Financial Management (FM), as it is difficult for students from Arts/Science backgrounds to cope with the same. However, Mrs. Renu Nauriyal countered this and stated that Financial Management is a really important subject that should not be scrapped. To this, Dr. Padmaja suggested presenting Financial Management as an optional subject instead of completely discontinuing it. Here, Mr. Saurabh Khanna (Post Graduate Meritorious Alumnus), expressed his opinion stating that, while Financial Management is a difficult subject it is essential to students in their future, especially if they plan to pursue further studies like MBA or any other such fields. Thus, Ms. Vaneeta Raney agreed that Financial Management is a necessary subject but tutorials or bridge course to be conducted for the same.

Dr. Mira Desai expressed concern about the external & internal elective option that presents itself here. She pointed out that under Management course, Financial Management is a compulsory and relevant subject. The difference exists solely in the name of the subject, while in BMM its FM, in BMS its Accounting & Finance. Dr. Desai suggested an interdisciplinary approach wherein collaborative or combined lectures of BMM and BMS can be scheduled. Same is the case of the subject called 'Organisational Behaviour'. Dr. Hanif Lakdawala agreed that this is a good idea. Dr. Mira Desai, Dr. Hanif Lakdawala, and Dr. Padmaja Arvind were all were enthusiastic about this provided the syllabus and semester periods go hand in hand.

Dr. Mira Desai further stated that if not a permanent solution or if it seems difficult to administer in actuality then this concept can be transferred into joint workshops and seminars for these subjects which shall be open to students of both courses. Moreover, if unable to execute at college level a department level initiate can be taken, possibly.

Consequently, Dr. Padmaja Arvind suggested that inclusion of case study based learning for subjects like psychology and sociology. Eg. Identify and explain the social concepts/phenomena in the given case study. She further emphasised the importance of theory and accentuated the role it plays in the application aspect in any question that is practical in nature and Vaneeta Ma'am oriented her that it is followed in most of the subjects and shall be followed prospectively.

At 11.20 am, Ms. Vaneeta Raney along with Ms. Ruchita Karmokar commenced that showcasing of the preceding year's academic and non-academic department level activities 2018-19. This in turn incited a discussion of the importance of documentation among the BOS members, Dr. Desai stated that it is a must, Dr. Lakdawala insisted that it is a NAAC requirement, whereas Dr. Arvind said that immediate action reduces or simplifies the tedious work of documentation. Dr. Lakdawala, called this 'Real Time Work'. Dr. Arvind stated that technology (IT) plays a major role in making documentation less comprehensive. She emphasized the importance of IT in favour of hard copy (for immediacy) it



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makes things easy and prompt. Dr. Padmaja Arvind spoke about her college (SIA College) and its competencies & achievements .i.e. Real Time Projects. She mentioned that college website has been created by her TY students as a part of the project.

The Power Point presentation of the various departmental activities was shown alongside the original word document at Mira Desai's insistence. Ms. Vaneeta Raney expressed concern about low attendance that is experienced during any ongoing college Festival, but mentioned that good representation at inter-collegiate level along with trophies as a result of good performance on the part of the students makes up for all. She further mentioned about the NPTEL examination programmes which is affiliated with Indian Institute of Technology, which is encouraged and thus quite popular among the students who wish to add to their profile and learn something new and valuable. She stated that BMM department has also received the Best Department award for generating maximum number of toppers in NPTEL. Photographs of all previous BMM students who have topped in their respective courses in NPTEL were displayed for the BOS members to comprehend.

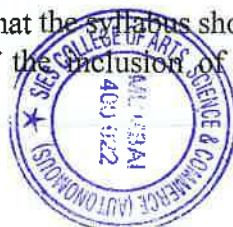
Dr. Padmaja Arvind commended the NPTEL initiative and assured Dr. Lakdawala over its meritorious value and industry repute, when he expressed his concern over the same. Ms. Vaneeta Raney further mentioned that NPTEL exams accounts for a total of 4 credits points for the students who give the exams. Following which, Dr Arvind and Dr. Desai discussed the possibility of NPTEL as value added course.

Furthermore, Ms. Vaneeta Raney spoke of the Value Lab initiative taken up by the BMM department. The department was assigned the value of 'Time' and was asked to promote its importance as CSR initiative on the SIES campus. Dr. Desai asked for an elaboration of the same, to which Ms. Ruchita Karmokar replied by speaking about the various initiatives and activities that were undertaken. She also elaborated about the visit to Kawthewadi (the village adopted of SIES) that was organized to spread awareness about various social issues about the same in the form of discussions and street playas by the students as a part of their assignments. As a result, clubbing two important aspects i.e. Academic and CSR correspondingly. She further stated that it was an added bonus and a motivating factor for the students that they were successful in fulfilling the CSR objective.

Following this, Mrs. Renu Nauriyal broached the topic of Disinformation, and the importance of correlation with current events and happenings with subjects to make it factual and emphasize the role of propoganda and dilution in Media. She stated that unlike most colleges who focus on the entertainment factor, we must focus on real events. Ms. Vaneeta Raney strongly agreed with the same added that this will add a commendable impact in the subject to boot. And proposed a guest lecture by Shri R.N.Bhaskar to be organised for the same during the academic year 2019-20.

Subsequently, Ms. Vaneeta Raney read out aloud the Syllabus Agenda. Dr. Hanif Lakdawala wanted to become aware of the college management's stand over these decisions so as to better understand and move further. To soothe his query Ms. Vaneeta Raney relayed across the message sent by the Principal to the BOS members, i.e. no major changes have to be made to the syllabus, changes are recommended only if absolutely necessary and depending on the success rate of the same. Dr. Hanif Lakdawala construed that retaining the existing BMM syllabus, including the name. Whereas, Dr. Mira Desai stated that there should be a vote. Here, Dr. Padmaja Arvind pointed that it is up to the institution, and its nomenclature. She asked to be made aware of the expectations and requirements for a subject expert committee so that there is no need for a pointless debate to ensue.

Mrs. Renu Nauriyal stalwartly stated that the syllabus should be retained, that its nomenclature should be untouched, with the exception of the inclusion of an add-on course on Current Affairs. Ms.



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Rajalakshmi, Ms. Desai and Dr. Hanif with Ms. Amanjeet Kaur expressed their agreement on the same optimistically Dr. Arvind agreed with this sentiment but stated that it was required especially in the subject, Political Science. She suggested allocating 25 marks from the subject to Current Affairs itself if possible.

Mrs. Renu Nauriyal disagreed with this because according to her Political Science and Current Affairs are two very different subjects that are vast, important and unique in nature too. She believed that combining both will dilute the subjects, instead of combining the two, she recommended to introduce it additionally as an Add-on course or subject to the syllabus.

Mr. Jagwani emailed the inputs in the subject Advertising in contemporary society i.e. ACS, in TYBMM advertising semester five, Dr. Mira Desai said that emphasis should be drawn to the process of Global to local then Glocal, in that order. Thus, highlighting its importance in contemporary times. Dr. Padmaja Arvind and Mrs. Renu Nauriyal expressed their agreement towards the same. Dr. Desai along with Ms. Vaneeta Raney called attention towards the growing need of Rural Marketing (Principles of Marketing), both agreed that this topic has to be given more importance in the syllabus.


Mr. Narayan Thakur (Expert from the parent university), was absent for the meeting due to work commitments but sent across his inputs via email towards the subject of 'Understanding Cinema'. Ms. Ruchita Karmokar elaborated on his inputs thus inciting a discussion about the same amongst the BOS members. One of the suggestions delivered by Mr. Narayan Thakur to increase emphasis on 'physically disabled or challenged' portrayal and depicting in cinema, this can be considered as a social aspect in syllabus of Understanding Cinema. Ms. Ruchita commended this suggestion, however Dr. Desai asked for elaboration and specification under the common topics or headings since it is broad in nature. Dr. Padmaja Arvind agreed with her and stated that narrowing down the terms is required to put this into effect.

Another suggestion put forward by Mr. Narayan Thakur for the subject of Understanding Cinema was to try and link it appropriately to its business aspects. Here, creative aspect also comes into play to form a bridge. This might include Film & marketing as a module where Business point of view of cinema can be realised, or understanding Audience as a subject or Portrayal of people in Cinema.

Here, Mr. Saurabh Khanna enquired whether any subjects can be clubbed together. To which Dr. Arvind said that instead of combining subjects; sections and links can be made. Mr. Saurabh Khanna clarified that BMM is rather general and specialisation oriented. He compared it to courses that are offered abroad, and which are quite specific. Here, Dr. Padmaja Arvind stated that UG is supposed to be the base whereas PG is the specialization. Dr. Desai agreed upon the same.

Mrs. Renu Nauriyal expressed concern as to go to get students to work harder, in terms of their learning capacity and personal growth, development. Dr. Lakdawala, Dr. Desai, and Dr. Arvind all agreed to this. Dr. Padmaja stated that reshaping the entire syllabus because deviation from core is taking place. She further stated that there should be three objectives only, otherwise it gets too much. She also mentioned that Learning Outcome to such objective is important.

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Further, Dr. Hanif Lakdawala and Dr. Padmaja Arvind wanted to know the specifications involved in calculation of the credits. Here, Ms. Vaneeta Raney expressed, illustrated and clarified the same. She further proposed to go ahead as follows i.e. FY - new university syllabus, SY - old syllabus, and TY - old syllabus. Dr. Padmaja was not on-board with going along with the University's syllabus for the First Years in 2019-2020. Dr. Hanif Lakdawala agreed with the same. Here, Ms. Vaneeta Raney explained that if we were to introduce the new syllabus in FY itself, whereby this new FY batch will completely follow the new syllabus in their respective FY, SY, and TY. This shall be smoother than confusing students with different syllabi patterns in every year. If not the students will have completely different syllabus which shall be confusing and tough for them.

Here, Dr. Padmaja Arvind stated that this is problematic and expressed concern over the same. She said either change all or not at all as this will mess with credit system, i.e. credits will not match. Ms. Vaneeta Raney further added that might be a problem for the Academic Council (AC), approval wise. Hence, Dr. Lakdawala stated that either way we'll have to look into matching the credits. Here, Dr. Arvind stated that such matters will have to be discussed with the college management. Ms. Vaneeta Raney stated that whatever the BOS members decide in consultation with Principal Madam will be presented to AC for approval.

Dr. Padmaja Arvind stated that since SIES's Autonomous the Fee structure for BMM will naturally upsurge hence the syllabus should accordingly be good in terms of its value and standard that it offers. She feels that there has to be remarkable changes to justify same. Here, Dr. Arvind also expressed concern over the donation problem that is still prevalent in a lot of universities.

To increase course value and to justify fees and standard Dr. Hanif Lakdawala suggested including Internships done by students under the valuation of the credit system along with an assurance of guaranteed placements or at least fair placement opportunities shall be taken into consideration. Dr. Mira Desai further mentioned about non-credit based Internship.

With regards to implementing the Mumbai University syllabus for the first years Dr. Padmaja Arvind suggested, replacing the subject Foundation Course 1 and Foundation Course 2 with EYS 40 (paper 1) and EVS 2 (paper 2), in Semester 1 and 2 respectively. Thus, the credits shall match. Further, to introduce choice based subjects in second year. Ms. Vaneeta Raney pointed out that to implement these changes in agreement with all board members is essential and will have to be must into effect without any hassles related to admission, examination and evaluation procedure at a constant pace respectively.

Dr. Padmaja Arvind stated that it is necessary to provide justification as to why a student should choose our college. Dr. Mira Desai further stated that being an autonomous college can experiment a third specialisation. Ms. Vaneeta Raney suggested introducing a 3rd specialization i.e. Public Relations (PR) in the long run shall be a prospective move.

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Dr. Padmaja Arvind recommended against the same seeing as the cost of the 3rd specialization in proportion to the number of students that'll opt for it might not prove a match and it shall be difficult to manage it will be an obstacle.

Dr. Renu Nauriyal and Dr. Hanif Lakdawala said that in such a case if a 3rd specialization has to be created it cannot be circumstantial and that it shall be management's decision. Ms. Vaneeta agreed and stated that it can be converted into a Value added course if required in a diploma course certification which was readily acceptable by all.

Thus, it was decided that the 120 credits shall be maintained, that is at par with the University with the new FYs.

Dr. Padmaja Arvind still expressed concern with FY syllabus and emphasised on retaining the social science papers too. Here, Ms. Vaneeta Raney reminded Dr. Arvind about the 'EVS for credits' option that she had suggested as a solution in consultation with Principal and agreement of all the board members.

Dr. Renu Nauriyal stated that if there are any changes to be made in the First Year subjects it has to be presented in a creative and attractive manner to retain face value and attract students to one's college, entertainment factor should be maintained. Dr. Padmaja Arvind reminded that AC approval may be a problem.

Mr. Saurabh Khanna agreed and referred to Mrs. Renu Nauriyal opinion about credit linkages to help create a path and guidance for students as they feel that they are studying a single flow of subjects rather than 30 different subjects, thus, creating a link with the new FY syllabus introduced by university of Mumbai to be considered next year with certain deviations if any. All the board members were sounding positive about the same.

Ms. Vaneeta Raney pointed out that managing KT students with the implementation of old and new syllabus and the examination complexities with the introduction of restructured syllabus at FY level shall be a hasty move at this juncture and approval in the Academic council meeting shall be an unruly call. All the board members were sceptical about the same too.

Thus, Chairperson, Ms. Vaneeta Raney, concluded that the existing subjects are to be retained for now and next year any changes that are to be made to the syllabus can be administered. Dr. Hanif Lakdawala and Ms. Amanjeet Kaur agreed upon the same. Mrs. Renu Nauriyal and Dr. Mira also agreed with the retention plan along with the addition of the value-added courses. Mrs. Rajalakshmi also gave a thumbs up for the same.

Other matters discussed such as; Dr. Hanif Lakdawala suggested creating an in-house studio, along with an introduction of Master's program, to improve the standards if feasible. All members were in agreement.

Following which, all members then discussed indefinitely about various colleges, the University, syllabus, the Academic Council and the students profile. Ms. Ruchita Karnikar took the attendance of all the board members present and handed them personal Thank you letters with Brunch.

The meeting came to a conclusion that minutes of this meeting shall be passed by Ms. Vaneeta Raney by email and board of members shall give a suitable reply for future action. At 1.00pm, Ms. Vaneeta Raney gave a vote of thanks to the board members and thanked them for their time and inputs. Astonishingly, Board members promptly thanked Vaneeta Ma'am for inviting them and personally wished her luck for shouldering the responsibility and taking an altruistic decision prospectively.

Vaneeta
Mass media

NOTICE

27.01.2020

The BOS meeting of Department of Economics will be held on 01.02.2020 at 10.00 a.m in the Board Room to consider:

AGENDA

1. Review of the syllabus of even semesters II, IV & VI.
2. Review of Internal Assignment Pattern
3. Suggestions for the change in the syllabus for next academic year.
4. Replacement of members of BoS representing subject expert (outside Mumbai university) and industry.


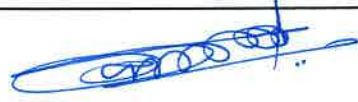




Dr. Shruti Panday

(Head of the Department)

SIES COLLEGE OF ARTS SCIENCE AND COMMERCE (AUTONOMOUS)
ECONOMICS DEPARTMENT

01.02.2020

Board of Studies of the Department of Economics

Category	Name of the person in-charge	Signature
Chairperson	Dr. Shruti R Panday	
Faculty members of the department	Mr. Sampath.V. Sambasivan	
Subject Experts from outside Mumbai University	1. Dr. Pushpa Trivedi	ABSENT
	2. Dr. G.Mythili	ABSENT
Vice- Chancellor's Nominee	Dr. Mala Lalwani	
Co-opted Member	Dr. Devayani Ganpule	
Industry Representative	Dr. Shubhada Rao	ABSENT
Post-Graduate Meritorious Alumnus	Dr. Sandhya Krishnan	




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Minutes of the meeting of BOS of the Department of Economics held on 01.02.2020 at 10:00 am
in the Board Room

1. The meeting was attended by 05 (five) members including internal and external members.
2. Leave of Absence was sanctioned to a) Dr. Pushpa Trivedi b) Dr.G.Mythili
c) Dr. Shubhada Rao
3. The following points included in the agenda of the meeting were discussed:
 - a) Review of the syllabus of even semesters II, IV & VI - Syllabi of even semesters of BA and B.Com were overviewed by the members and accepted.
 - b) Review of Internal Assignment Pattern – The 20 marks offline assignment pattern was discussed. Members agreed to make the assignment component interesting by including case studies, contemporary issues and field visits.
 - c) Suggestions for the change in the syllabus for next academic year – Members agreed to rationalize the Third year BA papers I, II & III by eliminating overlapping topics. The possibility of introducing new papers by replacing existing ones was discussed. Members agreed subject to approval of the Academic Council.
 - d) Replacement of members of BoS representing subject expert (outside Mumbai university) and industry - Dr. Pushpa Trivedi (subject expert outside Mumbai university) and Dr. Shubhada Rao (industry representative) find it inconvenient to attend BoS meetings regularly. Possibility of including new members in the event of their replacement was discussed.

Date: 01.02.2020




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Dr. Shruti Panday
(Chairperson)

NOTICE

The BOS meeting of the Department of English will be held on 29.01.2020 at 11:30 am in the Board Room to consider:

AGENDA:

- i. to read and approve the minutes of the meeting held on 17th June, 2019
- ii. to review the current syllabus
- iii. to introduce the VC's nominee to the BoS
- iv. to inform the BoS of the proposed changes in the composition of the BoS
- v. any other point with the permission of the Chair

18.01.2020



Dr. Lakshmi Muthukumar

Head, Dept of English



Principal
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Sion (West), Mumbai - 400 022.

Minutes of the Meeting of Board of Studies of the Department of English held at 11:30 am on Wednesday, 29 January 2020 in the Board Room:

1. The meeting was attended by 7 members including internal and external members.
2. Leave of Absence was sanctioned to i. Prof Mala Pandurang ii. Dr. Saroja Ganapathy
3. The Chairperson pointed out that Dr. Ganapathy has telephonically expressed her inability to be a part of the BoS as she has relocated to Chennai. Dr Anusha Ramanathan, Adjunct Faculty at the Tata Institute of Social Sciences takes her place after the Academic Council ratifies these minutes.
4. The minutes of the previous BoS meeting was read out and approved.
5. The Committee discussed the revision of the syllabus.
6. The members of the BoS were informed that the University of Mumbai's syllabus for Ph.D. coursework was to be adopted by the Department's Research Centre as deemed fit for all autonomous institutions.
7. It was suggested that the Unit on "Technical Interpretation of Technical Data" in Semester 1 of the Communication Skills paper be replaced with Phonetics in the next revision of syllabus for the academic year 2021-22.
8. It was suggested that the theoretical component of the Business Communication paper be reduced so that the 4 units in the BC syllabus could be rearranged as: Unit 1: Theory, Unit 2: Grammar (a new suggestion) and Unit 3: Applied Component i.e. Letters, Report Writing, Business Proposals etc.
9. The merits of having two online tests per semester of 20 marks each were also pointed out as a means of streamlining the examination and assessment system.
10. The merits of a Language Lab were discussed and it was pointed out that:
 - i. A Lab space would be required with minimum seating for 25 students.
 - ii. The number of tutorials for both BA and BCom would have to be increased.
 - iii. The workload would commensurately increase which means the Department would need additional hands.
 - iv. Most of the members agreed that the idea of a Language Lab is largely redundant.
11. Dr. Neeta Chakravarty promised to share the details of an industry expert to run a Value-added course for students as an attempt at a fruitful exercise in Industry-academia collaboration as a paid course.
12. Ms. Mythili Mukundharajan promised to share the details of an industry expert (English for Employability by TOI) to run a Value-added course for students that would be free of charge.
13. Ms. Lakshmi Pillai promised to share the details of the service provider of the Language Lab at VSIT College. She also recorded her new email ID (lakshmi.pillai@vsit.edu.in) for future correspondence.

29.01.2020

Lakshmi
Dr. Lakshmi Muthukumar, Chairperson and Head, Dept. of English




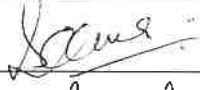
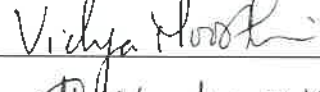



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (W)
DEPARTMENT OF ENGLISH**

Board of Studies

Attendance taken on 29th January, 2020 during the meeting of the Board of Studies

Signatures:

1. Dr. Lakshmi Muthukumar, Chairperson 
2. Dr. Seema C., Member 
3. Ms. Vidya Hariharan, Member 
4. Dr. Neeta Chakravarty, VC's Nominee 
5. Prof. Mala Pandurang, Subject Expert ABSENT
6. Dr. Saroja Ganapathy, Subject Expert ABSENT
7. Ms. Mythili Mukundharajan, Subject Expert 
8. Mr. Saikumar Shanmugham, Industry Representative 
9. Ms. Lakshmi Pillai, Alumni Representative 




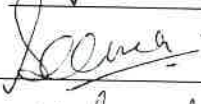

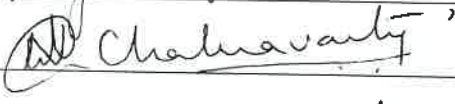
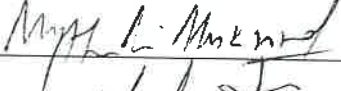



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (W)
DEPARTMENT OF ENGLISH**

Board of Studies

The undersigned hereby declare that the Syllabus, Evaluation Pattern and the List of Moderators have been scrutinized and passed by the members of the Board of Studies in English on 29th January, 2020 at a meeting conducted at 11:30 am in the college premises:

Signatures:

1. Dr. Lakshmi Muthukumar, Chairperson 
2. Dr. Seema C. , Member 
3. Ms. Vidya Hariharan, Member 
4. Dr. Neeta Chakravarty, VC's Nominee 
5. Prof. Mala Pandurang, Subject Expert ABSENT
6. Dr. Saroja Ganapathy, Subject Expert ABSENT
7. Ms. Mythili Mukundharajan, , Subject Expert 
8. Mr. Saikumar Shanmugham, Industry Representative 
9. Ms. Lakshmi Pillai, Alumni Representative 




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**SIES College of Arts, Science and Commerce (AUTONOMOUS)
Sion (W), Mumbai – 400022**

Minutes of the Hindi Board of Studies Meeting held on Tuesday, 28th January, 2020
At 10:00 am in College premises

1. The Head of the Department of Hindi and Chairperson of the BOS, Mr. Dinesh Pathak welcomed and introduced the members of the Board of Studies.
2. Leave of absence was sanctioned to Dr. Shailesh Kumar Dubey.
3. The minutes of previous BOS held on 22nd June, 2019 was read out by the chairperson and was approved by the members.
4. All the classes' syllabi and internal assessment method adopted for students evaluation was reviewed.
5. It was suggested by Shri. Navendu Bajpai that summer internship should be practiced by the students of Translation in some Govt. or Semi- Govt. organizations, and for the same, the college should write letters to these organizations.
6. Mr. Navendu Bajpai also suggested that the placement committee of the college should approach to different Govt. and Semi-Govt. organizations for the placement of Translation students.
7. Dr. Sunita Sakhre emphasized on organization of guest lectures and workshops for the papers of Functional Hindi and Translation Course from the industry experts. She has suggested some good names also regarding this.
8. The Board was informed about the change of university of Dr. Vishnu Sarvade (VC Nominee) and superannuation of Mr. Satish Pandey (Subject Expert from outside the college).
9. The meeting concluded with vote of thanks by the Chairperson.


Mr. Dinesh Pathak

Chairperson




Principal

SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.

28th January, 2020

**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
(AUTONOMOUS)
SION (W), MUMBAI- 400022
DEPARTMENT OF HINDI**

**Agenda for the Board of Studies meeting to be held on Tuesday,
28th January, 2020.**

The agenda of the meeting is as follows:

- i. To read and approve the minutes of the meeting held on 22nd June, 2019
- ii. To review the current syllabus
- iii. To inform the BoS of the proposed changes in the composition of the BoS
- iv. Any other matter with the permission of the chair


Mr. Dinesh Pathak
Head & BOS Chairperson in Hindi




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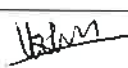
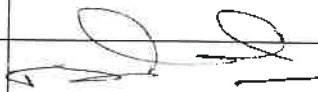
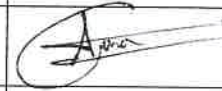
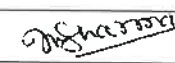
SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE

(AUTONOMOUS)

SION (W), MUMBAI-400022.

DEPARTMENT OF HINDI

Attendance of the members of the Hindi Board of Studies meeting held on 28th January, 2020 at 10 am in the college premises.

Sr. No.		Name	Signature
1	Chairman	Mr. Dinesh Pathak	
2	Faculty Representative	Dr. Shaileshkumar Dubey	
3	Subject Experts from outside Parent University	Dr. Sunita Sakhare	S. Sakhare
		Dr. Usha Mishra	
4	Vice-Chancellor's Nominee		
5	Industry Representative	Mr. Navendu Bajpai	
6	Post Graduate Meritorious Alumnus	Mr. Ashok Gupta	
7	Experts from outside College		
		Dr. Mithilesh Sharma	




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College of Arts,
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RISE WITH EDUCATION
(AUTONOMOUS)

NAAC REACCREDITED - 'A' GRADE • BEST COLLEGE AWARD - UNIVERSITY OF MUMBAI

16th January 2020

NOTICE

Meeting agenda of the Board of Studies (BOS) in History, on 27th January 2020 at 1.00 pm, at SIES College of Arts, Science and Commerce, Sion West, Mumbai, 400022.

As per the requirement of the Autonomy, the BOS meeting in History is organized on Monday 27th January 2020. Following points are for the discussion as the agenda for the meeting.

1. The members will review and discuss the suggestions that were implemented during the second year of academic autonomy.
2. Suggestions discussed in the last meeting regarding the variety of the areas for projects/assignments and presentations of students as the internal assessment, implemented for the semester, in the beginning of the academic year 2019-2020
3. Changes in the order and the titles of few modules in the Syllabus suggested in the last BOS meeting which are incorporated to be reviewed.
4. Certificate course conducted in the new academic Year.
5. Any other miscellaneous details that could be discussed in the meeting will also be under taken.
6. Any new suggestions for enhancing the students interest in the subject and further improvement in their academic performance.




Principal

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Sion (West), Mumbai - 400 022.


Varsha Muley

Head, Department of History

**SIES COLLEGE OF ART, SCIENCE AND COMMERCE (AUTONOMOUS)
SION (WEST), MUMBAI -400022**

Department of History: Autonomous Board of Studies Composition

1.	Chairperson	Ms. Varsha Muley	Head, Department of History	Signature
	Faculty members of the department	Single member department with 3 Units in TYBA	Associate Professor & Head, Department of History, SIES College of Arts, Science & Commerce, Sion West. Mobile: 9870215871	<i>Varsha Muley</i> 27/1/2020
2	Vice Chancellor's Nominee	Dr. Manjiri Kamat	Professor, Department, of History, University of Mumbai. Mobile: 9820737536	<i>Leave of Absence</i>
3.	Subjects experts from outside the University of Mumbai	Dr. Manjiri Bhalerao	Associate Professor, Indology and Ancient Indian History Tilak Maharashtra Vidyapeeth, Deemed university, Pune. Mobile: 9422010782	<i>Ms</i> 27-1-2020
		Dr. Meherjyoti Sangle	Assistant Professor, Head Department of History, SNDT Women's University, Mumbai. Mobile: 9869174511	<i>meherjyoti sangle</i> 27/1/2020
4.	Subject Expert/ Co-opted Member	Dr. Mohasina Mukadam	Associate Professor, Department of History, Ramnarain Ruia Autonomous College, Matunga. Mobile: 9867203162	<i>Leave of Absence</i>
5.	Professional experts from industry or any other field	Ms. Anuja Joshi	Deputy Manager, Yatra Researcher & Independent Educational Jour Organizer. Mobile: 8452874902	<i>Anuja Joshi</i> 27-1-2020
6.	Post-graduate meritorious alumnus nominated by the Principal	Ms, Steffi Noronha	Research Scholar on Independent Projects. Mobile: 9892027577	<i>Steffi Noronha</i> 27/01/2020



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SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS),

SION (W), MUMBAI- 400022

Department of History

Minutes of the meeting of Board of Studies (BoS) of the Department of History was held on Monday, 27 January 2020 at 1.30 pm in the Department (Third Floor).

1. The meeting was attended by 05 members.
2. Leave of Absence was sanctioned to Professor Manjiri Kamat had send email informing of her unavailability for the meeting. Dr. Mohasina Mukadam had requested leave of absence telephonically.
3. Point no:1 of the notice- Syllabus for the FY SY & TYBA was reviewed in detail by HOD, Varsha Muley and the BOS members were briefed about the agenda of the meeting regarding the minor changes that were discussed and approved in the previous BOS meeting held on 21st June 2019 and that was further approved by the Academic Council meeting regarding the changes in the nomenclature of TYBA paper History of Modern Maharashtra (SIUAHIS52) History of Contemporary India (SIUAHIS62).
4. Point no: 2 of the notice- To discuss the academic activities conducted in the year 2019-2020. The department conducted a certificate course in “Introduction to Epigraphy: Learning Brahmi script as many as 35 students benefited from the course and expressed the willingness to acquire advance learning in the same.
 - The new innovative ways of projects/assignments in the form of models and visits to museums were well appreciated by the BOS members and further suggestions to conduct exhibition of the models and to be kept open for the students from other streams within the college and the other colleges as an “Outreach activity”
5. Point no: 3 of the notice- Questions papers for the Semester I, II & V were reviewed and discussed.
6. Point no: 4 of the notice- Suggestions endorsed by the BOS members to introduce various other courses for Numismatic studies, Learning modi script.
 - Field visit to more historical sites and projects based on them to be conducted and the aspect of cultural history to be explored further.




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- HOD informed the members regarding the proposed student symposium for more in-depth insight into the subject and to enhance the interest level to be conducted shortly.


As part of the experiential learning the department organised the following field visits for students-

- **Visit to Dosti House (American Library)** orientation to the print and electronic resources followed by a talk by Ms. Lourdes Ortega, Executive Manager, Consulate General of the United States of America delivered the talk on “India-US Relations”. on 20 December 2019.
- **Raigad-Dapoli-Indapur (15-16 November 2019):** Visit to the Loksadhana Project was a highlight of this visit. It is a NGO working for children. Students stayed at the Loksadhana Project’s residential campus and interacted with Dr. Raja Dandekar (Founder), school staff and students. At the end of the visit, students submitted reportage as part of their internal assessment for Semester VI.
- **Heritage & Epigraphy Walk** of Kanerhi Caves, Borivali was organised for students by Archaeologist Ms. Anuja Joshi on 14th December 2019.
- **Alumni Guest Lecture** by Sneha Naik MA Archaeology: Greek Archaeology Pathway Newcastle University on academic opportunities with the subject of history abroad.

The meeting was concluded by HOD, Varsha Muley by thanking the members for attending the BOS meeting.




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Sion (West), Mumbai - 400 022.


Varsha Muley
Head, Department of History

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS),

Date: 10th January, 2020

NOTICE

The BOS meeting of Department of Philosophy will be held on Friday, 17th January, 2020 at 12:00 noon in the College Board room.

The Agenda:

- a. to review the syllabus of the Even Semesters
- b. to appraise the evaluation pattern for the Even Semesters
- c. to update about students' performance and results in odd semesters
- d. any other point with the permission of the Chair



Dr. Uma Maheswari Shankar
Principal, Chairperson, BOS &
Head, Department of Philosophy



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SIES College of Arts, Science &
Commerce (Autonomous)
Sion (West), Mumbai - 400 022.

SIES College of Arts, Science & Commerce (Autonomous) Sion West, Mumbai – 400 022.

Minutes of the BOS meeting, Department of Philosophy

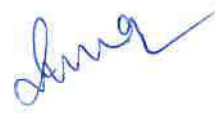
held on 17th January, 2020 at 12:00 noon in the Board Room.

1. The meeting was attended by 7 members including internal and external members.
2. The BOS members were informed that Dr. Deepti Gangavane, Associate Professor, Head, Department of Philosophy, Fergusson Autonomous College, Savitribai Phule Pune University, as Subject expert from outside the University of Mumbai, has superannuated during mid-semester 2019. So the Chairperson was requested to appoint new Subject expert.
3. Leave of Absence was sanctioned to Mr. Suresh Nair, Professional expert from industry.
4. Committee considered the revision of even semesters' syllabi in detail and as per the members' suggestions in the previous meeting implementation of the same were effectively carried out.
5. The faculty of the department informed the members about evaluation method.
6. The members were informed about the improved performances of the students in their internal and external results.
7. The members were updated about Yoga Upasana Diploma credit course as being conducted in the college premises.
8. The Chairperson informed about the programmes such as workshops on critical thinking, effective communication and self-awareness that were conducted.
9. The members were also informed about the upcoming events, first one in association with G N Khalsa College to commemorate Centennial Trinity of Ba Bapu Baugh from 28th to 30th January, 2020. Dr C D Sebastian offered insightful suggestions. The second one to be held on Gandhi's Writings on Culture in association with MAKAIAS, Kolkatta on 27th & 28th February, 2020.
10. The meeting was concluded with a vote of thanks by the Principal Dr Uma Shankar.

Date: 18th January, 2020




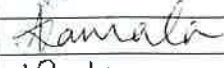

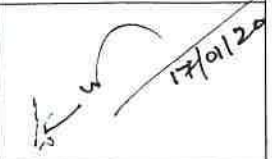


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Dr. Uma Maheswari Shankar
Principal, Chairperson, BOS &
Head, Department of Philosophy


Date: 17th January, 2020

Department of Philosophy 2019-2020

The Members, Board of Studies in Philosophy under Autonomous Status appraised the FYBA, SYBA & TYBA syllabi on Friday, 17th January, 2020 at 11:30 a.m. in the Boardroom.

Sr. No.	Function	Name of the person-in-charge	Designation	Signature
1.	Chairperson	Dr. Uma Maheswari Shankar	Principal & Head, Department of Philosophy	
2.	Faculty members of the department	Dr. Kamala Srinivas	Assistant Professor	
		Ms. Vrushali Gupte	Assistant Professor	
3.	Subjects experts from outside the University of Mumbai	(i) Dr. C.D. Sebastian	Professor, Humanities and Social Sciences, IIT Mumbai, Powai, Mumbai-400076	
		(ii) Dr. Deepti Gangavane	Associate Professor, Head, Department of Philosophy, Fergusson Autonomous College, Savitribai Phule Pune University	Absent
4.	Vice-Chancellor's Nominee from the University of Mumbai	Dr. Geeta Ramana	Professor & Head, Department of Philosophy, University of Mumbai	
5.	Co-opted Subject expert	Dr. Vatsala Pai	Associate Professor, Head, Department of Philosophy, Ramnarain Ruia Autonomous College, Matunga	
6.	Professional expert from industry or any other field	Mr. Suresh Nair	Director, IRC Credit Management Services Limited Naman Midtown, A Wing, 21st floor, Senapati Bapat Road, Elphinstone West, Mumbai 400013	Absent
7.	Post-graduate meritorious alumnus nominated by the Principal	Mr. Sudhindra Maganahally	NET-JRF Scholar	




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13th January 2020

NOTICE

A meeting of the Board of Studies (BoS) members will be held at 11.30 am on Thursday, 23 January 2020 in the department third Floor to consider:

AGENDA FOR THE MEETING:

1. Review the FYBA, SYBA & TYBA syllabus.
2. To discuss the academic activities conducted in the year 2019-2020.
3. Any other point with the permission of the Chairperson.

We request you to kindly make it convenient to remain present for the meeting.



Dr. Rashmi Bhure

Head, Department of Politics



Principal

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Minutes of the meeting of Board of Studies (BoS) of the Department of Politics was held on Thursday, 23 January 2020 at 11.30 am in the Department (Third Floor).

1. The meeting was attended by 05 members.
2. Leave of Absence was sanctioned to 1) Dr. Sanjyot Apte 2) Dr. Chaitra Redkar. Dr. Redkar had send email informing of her unavailability for the meeting. Dr. Apte had requested leave of absence telephonically.
3. Point no:1 of the notice- To review the syllabus- Dr. Rashmi Bhure briefed the BOS members that the minor changes made in papers on Indian Political System (FYBA), Political Theory & Public Administration (SYBA) , Political Process in Maharashtra and Films and Politics (TYBA) paper have helped in teaching the respective topics more effectively.
4. Point no: 2 of the notice- To discuss the academic activities conducted in the year 2019-2020. The department signed a MoU with Praja Foundation under which two activities were conducted. They were then included as part of internal assessments:
 - Mr. Shailesh Gandhi, Former Central Information Commissioner conducted a workshop on 'Right to Information'. Following the workshop, students of SYBA (Public Adminsitration) submitted a project report as part of their internal assessment for Semester III.
 - Mr. Balwant Kirar, Manager, Praja Foundation conducted a workshop on Mumbai Municipal Corporation of Greater Mumbai's (MCGM) Citizen Complaint Redressal Mechanism. In Semester IV students of SYBA doing papers on Politics formed groups (ward-wise), conducted a surveys at ward level, register complaints and pursue with them with the help of MCGM's Online Complaints Systems.

As part of the experiential learning the department organised the following field visits for TYBA & SYBA students-

TYBA

- **Visit to the National Museum of Indian Cinema** to acquaint students to the history of Indian cinema on 4 July 2019 for TYBA.
- **Visit to Dosti House (American Library)** orientation to the print and electronic resources followed by a talk by Ms. Lourdes Ortega, Executive Manager, Consulate General of the United States of America delivered the talk on "India-US Relations". on 20 December 2019.



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- **Raigad-Dapoli-Indapur** (15-16 November 2019): Visit to the Loksadhana Project was a highlight of this visit. It is a NGO working for children. Students stayed at the Loksadhana Project's residential campus and interacted with Dr. Raja Dandekar (Founder), school staff and students. At the end of the visit, students submitted reportage as part of their internal assessment for Semester VI.

SYBA Applied Component of Travel and Tourism

- **Visit to the National Museum of Indian Cinema** to acquaint students about places of tourist interest in Mumbai on 22nd August 2019 for SYBA students.
- **Heritage Walk** of South Mumbai was organised for students by Archaeologist Ms. Anuja Joshi on 25th August 2019.
- To apprise the students with **Agro Tourism** a study tour was organised to Saguna Baug in 23rd December 2020.

Mr. Mayuresh Ganapataye suggested that department can invite experts from different fields to share with TYBA students their professions and throw light about new careers. He also suggested that a field visit can be organised to State Assembly during Session period it will be altogether a different experience for Students.

The meeting was concluded by Dr. Bhure by thanking the members for attending the meeting.





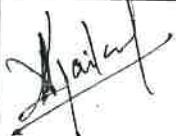

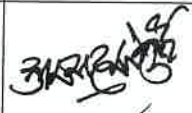
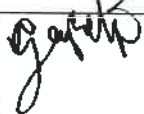
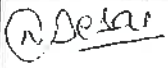
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Dr. Rashmi Bhure
Head, Department of Politics

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Department of Politics

Following members attended the Board of Studies (Politics) meeting held on 23 January 2020 at 11.30 a.m:

Sr. No	Function	Name	Designation & Institution	Signature
1	Chairperson	Dr. Rashmi Bhure	Head, Dept. of Politics, SIES College	
2	Faculty members of Department	Dr. Vanita Banjan	Associate Professor, Dept. of Politics, SIES College	
		Mr. Ajinkya Gaikwad	Assistant Professor, Dept. of Politics, SIES College	
3	Subject Experts from outside University of Mumbai	i) Dr. Sanjyot Apte	Associate Professor, Dept. of Political Science, S.P. College, Pune	Leave of Absence
		ii) Dr. Chaitra Redkar	Associate Professor, Dept. of Humanities & Social Sciences, IISER, Pune	Leave of Absence
4	Vice-Chancellor's nominee	Dr. Vaibhavi Palsule	Head, Dept. of Political Science, Ruia College, Mumbai	
5	Co-opted Member	Prof. Uttara Sahasrabudhe	Head, Dept. of Civics & Politics, University of Mumbai	
6	Industry representative	Mr. Mayuresh Ganapatye	Principal Correspondent, Mirror Now	
7	Post-Graduate Meritorious alumni	Ms. Akshaya Desai	Assistant Professor of Law, Amity University, Panvel	



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NOTICE

20th January 2020

The BOS meeting of Department of Psychology will be held on Saturday, 25th January 2020 at 10 a.m in the Board Room. The agenda of the meeting is as follows:

1. To Review Psychology Syllabi
2. To review changes made in evaluation pattern and resolve them

Ms. Shama Todurkar

Coordinator, Department of Psychology

Principal



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Re: SIES Even sem BOS Meeting**Azizuddin Khan <azizkiitb@gmail.com>**

Sat 1/25/2020 6:32 PM

To: Shama Todurkar <shamat@sies.edu.in>

Cc: anuradha sovani <anuradhasovani@gmail.com>; Azizuddin Khan <aziz@hss.iitb.ac.in>; Radhika Chandrasekaran <rads.sdar@gmail.com>; mbasak@hpcl.in <mbasak@hpd.in>; vivek belhekar <vivek.belhekar@gmail.com>; Kamala Srinivas <kamalas@sies.edu.in>

Dear All,

Now days I am in Antarctica. It is difficult to sent email from here. Network is quite, sending a simple email takes lot of time. I totally agree with Dr. Anuradha Sovani. Please clearly state the procedure of contacting experts.

Thank you

Aziz

On Sat, 25 Jan 2020, 10:18 Shama Todurkar, <shamat@sies.edu.in> wrote:

Dear BOS Member,

Hope you are fine! Best wishes for the new year!!

As a mandatory practice, we are expected to hold BOS meeting for even semester. The agenda for the BOS Meeting for even semester is :

1. To review syllabus
2. To resolve the new syllabus and evaluation pattern.

We were planning to hold the meeting on 25th January 2020 at 10am. However, when we tried to contact you all, we realized that many of you were not going to be in town on 25th Jan or have predecided commitments. So, we discussed this with our Principal and she has allowed to hold the meeting by sending e mails. I am writing this mail in this context.

Kindly note that:

1. As far as even semesters are concerned there is no change in any of the syllabi of Psychology.
2. There are no major changes in evaluation patterns of any papers of Psychology in even semesters.
3. There is slight change in marking pattern of assignment of Psychological Testing paper. In semester VI, for the paper of Psychological Testing, for 20 marks assignment- students are expected to visit professionals in the field of Psychology and gather information about psychological assessment methods/ tools used by them. Students work in groups for this assignment. Each group is supposed to present the information gathered to the class. Last year, they were asked to submit individual reports of this survey and also concise group report (which was circulated as notes of the Unit 4 of Sem VI Testing syllabus). Also, last year they were not given any marks for presentation. This year although the nature of assignment is same, following marking scheme is used.

Group report (1 report per group)	10 marks
Presentation (1 per group)	5 marks
Viva (separate for each student)	5 marks
TOTAL	20 marks

Thus, 15 marks are common for the whole group, 5 marks are different for each student, based on how s/he performs in individual viva.

We will be taking feedback from the students about syllabi and assignments at the end of this academic year, which will be discussed with you in the next BOS Meeting which will be held in June 2020.

I am attaching all the syllabi for your perusal. I, hereby, request you to acknowledge this mail. We need to submit copy of your mail, acknowledging this mail as proof of holding BOS Meeting. So, I request you to reply to this mail and acknowledge.

Thanking you

Regards

Shama Todurkar

Coordinator, Department of Psychology

SIES College, Sion (W)

Ph No: 9619822245



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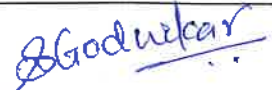

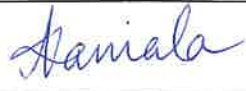




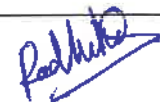
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BOS Meeting Attendance Sheet

Department: Psychology

Date: 25/1/2020

Following members attended the Board of Studies meeting held on 25/1/2020 at 10.00 am

No.	Position	Name	Signature
1	Chairperson (HOD/Coordinator)	Ms. Shama Todurkar	
2	Internal faculty members	Ms. Amruta Padhye (Psychology)	
		Dr. Kamala Srinivas (Philosophy)	
3	Subject experts nominated by the Academic Council	Dr. Anuradha Sovani (SNDT University)	
		Dr. Azizuddin Khan (IIT, Mumbai)	
4	VC's Nominee	Dr. Vivek Belhekar	
5	Representative of Industry	Dr. Mandira Basak (Hindustan Petroleum Co. Ltd.)	
6	Meritorious Alumnus	Ms. Radhika Chandrasekaran	




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Minutes of the BOS Meeting of Department of Psychology

Meeting of BOS members of Department of Psychology was held on 25th January 2020 at 10am in the Board Room. Following are the minutes of the meeting:

- Meeting was attended by 7 BOS members.
- Leave of absence was sanctioned to Dr. Azizuddin Khan as he was out of India on the day of the meeting.
- Ms. Shama Todurkar informed the BOS members that there was no change in Psychology syllabi of FY, SY and TYBA.
- Ms. Shama informed BOS members that there were no major changes in evaluation patterns of any papers of Psychology in even semesters, except for the paper of Psychological Testing. BOS members were informed that the nature of project was changed from individual project to group project during 2019-20 for the paper of Psychological Testing for Semester VI (Paper code: SIUAPSY61). Ms. Shama explained the rationale of doing so and also gave detailed account of changed marking scheme for this assignment. Concerns raised by Dr. Anuradha Sovani about contacting mental health professionals for assignment of Psychological Testing (Semester VI) were answered by Ms. Shama Todurkar.

Date: 3/2/2020




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Ms. Shama Todurkar

Chairperson

Coordinator- Department of Psychology



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NOTICE

24th January, 2020

The BOS meeting of Department of Biochemistry will be held on 29th January, 2020 at 02.00 p.m in the Board Room. The agenda for the meeting is as mentioned below.

AGENDA

1. Approval of the minutes of the previous BOS held on 11th June, 2019
2. Review of revised TYBSc syllabus
3. Review of revised MSc syllabus
4. Any other point with the permission of the Chair.



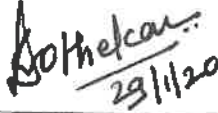
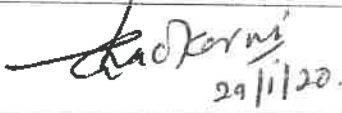
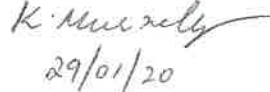
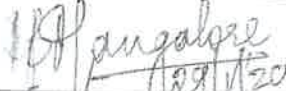
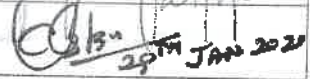


Kothenkar
24/01/20
Dr. Deepali K. Kothenkar
Head-Dept. of
Biochemistry

[Signature]
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DEPARTMENT OF BIOCHEMISTRY

Attendance of the members of the Board of Studies-Biochemistry for the meeting held on 29th January 2020 at 2:00 pm in the college premises.

Sr. No.		Name	Signature
1	Chairman	Dr. Deepali K. Kothekar	 29/1/20
2	Subject Experts from outside Parent University	Dr. Debjani Dasgupta	-
		Dr. Laxmi Ananthnarayan	-
3	Vice-Chancellor's Nominee	Dr Anita Nadkarni	 29/1/20.
4	Industry Representative	Dr. Kripa Murzello	 29/01/20
5	Subject Experts (Co-opted)	Dr Nandita Mangalore	 29/1/20
		Dr Chinmoyee Vatsyayan	 29 th Jan 2020
6	Post graduate Meritorious Alumnus	Mr. Chirag Jasani	-
7	Faculty	Dr Sandhya Nambiar	 29/1/20
8	Faculty	Ms Suveera Bellary	 29/1/20



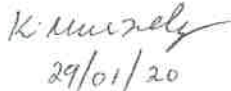
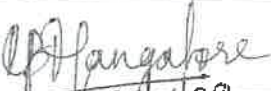






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DEPARTMENT OF BIOCHEMISTRY

The undersigned hereby declare that the proposed syllabi and evaluation pattern for TYBSc (Sem V and Sem VI), MSc Part I and II (Sem I, II, III and IV) in the subject of Biochemistry were reviewed and approved by the members in the meeting of the Board of Studies in Biochemistry held on 29th January 2020 at 2.00 pm in the college premises.

Sr. No.		Name	Signature
1	Chairman	Dr. Deepali K. Kothekar	 29/1/20
2	Subject Experts from outside Parent University	Dr. Debjani Dasgupta	—
		Dr. Laxmi Ananthnarayan	—
3	Vice-Chancellor's Nominee	Dr Anita Nadkarni	
4	Industry Representative	Dr. Kripa Murzello	 29/01/20
5	Subject Experts (Co-opted)	Dr Nandita Mangalore	 29/01/20
		Dr Chinmoyee Vatsyayan	 29 th JAN 2020
6	Post graduate Meritorious Alumnus	Mr. Chirag Jasani	—
7	Faculty	Dr Sandhya Nambiar	
8	Faculty	Ms Suveera Bellary	




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DEPARTMENT OF BIOCHEMISTRY**

Minutes of Meeting of Board of Studies held on 11th June, 2019

The meeting of the Board of Studies in Biochemistry was held on Tuesday, 11th June 2019 at 2.00 pm in the college premises.

The meeting was chaired by Dr Deepali Kothekar, Head, Department of Biochemistry
The members present for the BOS meeting are as listed below:

Subject experts from outside University:

Dr. Laxmi Ananthnarayan (Affiliation: Institute of Chemical Technology, Mumbai)

Subject experts from the parent University

1. Dr. Nandita Mangalore (St. Xavier's College-Autonomous, Mumbai)

2. Dr. Chinmoyee Vatsyayan (Sophia College for Women, Mumbai)

Expert from Industry

Dr. Kripa Murzello (Bharat Serums and Vaccines Pvt. Ltd.)

Faculty

1. Dr. Sandhya Nambiar (Ad-Hoc Faculty)

2. Ms. Suveera Bellary (Ad-Hoc faculty)

Dr. Debjani Dasgupta and Mr. Chirag Jasani (alumnus) were granted leave of absence.

As per the agenda, a feedback of the teachers on the revised TYBSc syllabus was taken and was decided to continue without any change.

Dr. Nandita Mangalore suggested to take a written feed back from students regarding the relevance and depth of the revised syllabus.

The evaluation pattern for TYBSc (3Units) in the subject of Biochemistry was reviewed and approved.

The revised MSc syllabus (Semester 1 to semester 4) and their evaluation pattern was discussed at length and approved. The members suggested that the guided self study topics be indicated in the syllabus. Changes in the framing of subtopics were suggested. The depth of the topics and subtopics was also discussed and defined.

Deepali Kothekar
29/6/20

Chirag Jasani
29/11/20

Nandita Mangalore
29/06/2020

Kripa Murzello
29/01/20

Sandhya Nambiar
29th JANUARY 2020



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Minutes of the meeting of Board of Studies in **Biochemistry** held on **29th January, 2020**
at **2.00 pm** at SIES College of Arts, Science and Commerce.


- The meeting was attended by seven members including internal and external members. Leave of absence was granted to 1) Dr. Debjani Dasgupta 2) Dr. Laxmi Ananthnarayan and 3) Mr. Chirag Jasani.
- The agenda for the meeting was circulated amongst the members.
- Minutes of the previous BOS meeting held on 11th June, 2019, were approved by the members. (point 1 of the agenda)
- As per the agenda (point no. 2), TYBSc Theory and Practical syllabus was reviewed and a feedback on the same was taken from the faculty. It was resolved that the syllabus be continued for sixth semester without any change.
- The Board members were informed that in semester VI of 2018-19, with the objective of skill enhancement of TYBSc students, a workshop on MS Office (which included MS word, MS Excel and Power point) was organised by the department in collaboration with Center for Excellence, SIES College of ASC. The students were then given assignments (to implement what they learnt during workshop) which were assessed as internal component (20 marks). As the faculty found it beneficial for the students, it was decided to be conducted for Internal assessment of Semester VI of 2019-20.
- As per the agenda (point no. 3), MSc theory and Practical syllabus was reviewed. The changes suggested by the Board in the previous meeting (held on 11th June, 2019) were being implemented in teaching. It was resolved that the syllabus be continued for Sem II and IV without further change.
- The chairperson acknowledged the following professors for their contribution and valuable inputs in framing the Biostatistics and Bioinformatics course for MSc (Biochemistry) program:
 - Dr. Manasi Kanuga, Assistant Professor Dept. of Life Science and Biochemistry, St. Xavier's College autonomous (for framing Biostatistics syllabus)
 - Ms. Norine D'souza, Assistant Professor, St. Xavier's College Autonomous (for her inputs in Bioinformatics).
- The Board reiterated taking student's feedback on the syllabus. It was decided to take the feedback at the end of sem VI from TYBSc students and end of Sem II and IV from MSc students.

3rd February, 2020




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3/2/20
Dr. Deepali Kothekar
Chairperson-BOS in Biochemistry

20th January 2020

NOTICE

The BOS meeting of Department of Botany will be held on Tuesday, 28th January, 2020 at 9.00 a.m. in the Mini Auditorium, to consider:

AGENDA

- a. To review and approve the minutes of the previous meeting
- b. To review the execution of the syllabi for UG and PG courses
- c. To rearrange theory paper II in the SYBSc and TYBSc syllabus with respect to systematic botany to replace the overlapping topics.
- d. To review the course outcomes in the UG and PG syllabi.
- e. Any other point with the permission of the Chair




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(Dr. Mahavir Gosavi)


Chairperson & HOD, Botany

SIES College of Arts, Science and Commerce, Sion (West), Mumbai

Autonomous Status

Board of studies in Botany - Meeting

A meeting of Board of Studies in Botany for Autonomy status was conducted on Tuesday, 28th January, 2020 at 9.00 a.m. in the Department of Botany. Following members were present for the meeting:

Name of the Members	Designation	Signature
Dr. Mahavir Gosavi, Assistant Professor in Botany	Chairperson, Board of studies	<i>Mahavir Gosavi</i> 28/1/2020
Mrs. Ashwini Deshpande, Assistant Professor in Botany	Faculty member	<i>Ashwini Deshpande</i> 28/01/2020
Dr. Neeraja Tutakne, Assistant Professor in Botany	Faculty member	<i>Neeraja Tutakne</i> 28/1/2020
Dr. V. Vishnuprasad, Assistant Professor in Botany	Invitee Faculty member	<i>V. Vishnuprasad</i> 28/01/2020
Ms. Snehal Unde, Assistant Professor in Botany	Invitee Faculty member	<i>Snehal Unde</i> 28/1/2020
Ms. Sakshi, Assistant Professor in Botany	Invitee Faculty member	<i>Sakshi</i> 28/01/2020
Ms. Vinaya Patil, Assistant Professor in Botany	Invitee Faculty member	<i>Vinaya Patil</i> 28/01/2020
Ms. Siddhi Tawde, Assistant Professor in Botany	Invitee Faculty member	<i>Siddhi Tawde</i> 28/1/2020
Dr. R. M. Mullani, Professor in Botany & Registrar, SRT University, Nanded.	Subject Expert (Outside parent university)	Not Present
Dr. K. S. Rajput Assistant Professor, Department of Botany Maharaja Sayajirao University of Baroda, Vadodara, Gujarat.	Subject Expert (Outside parent university)	Not Present
Principal Dr. Rajendra Shinde, St. Xavier's Autonomous College, Chairperson, BOS in Botany, University of Mumbai,	Vice- Chancellor's Nominee	<i>Rajendra Shinde</i> 28/01/2020
Dr. Jessy Pius Associate Professor, Ruia College, Matunga Mumbai.	Subject Expert	<i>Jessy Pius</i> 28/01/2020
Dr. Himanshu Dawada Vice-principal and Associate Professor, R. Jhunjhunwala College, Ghatkopar Mumbai.	Subject Expert	<i>Himanshu Dawada</i> 28.1.2020
Dr. Smita Jadhav Associate Professor, Kirti College, Dadar West, Mumbai.	Post-graduate Alumnus	<i>Smita Jadhav</i> 28.1.20
Dr. Deepak P. Sohoni Sr. Manager, Regulatory Affairs, Wockhardt Ltd., BKC, Mumbai	Industry Expert	Not Present



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1

MINUTES OF THE BOS MEETING IN BOTANY

The minutes for the meeting of BOS in the Department of Botany, held on Tuesday, 28th January, 2020 at 9.00 a.m. in the mini auditorium are as follows:

1. The meeting was attended by 12 members including internal and external members (Attendance sheet is attached herewith).
2. Leave of Absence was sanctioned to 1) Dr. R. M. Mullani, Prof. in Botany & Registrar, SRT University, Nanded, 2) Dr. K. S. Rajput, Asst. Prof. in Botany, Maharaja Sayajirao University of Baroda, 3) Dr. Deepak Sohoni, Sr. Manager, Regulatory Affairs, Wockhardt Ltd., BKC.
3. The BOS members acknowledged the contributions in the syllabus framing by Mrs. Meena Potnis, Ex-HOD, Botany and congratulated Dr. Mahavir Gosavi as a new Head of the Botany Department.
4. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
5. **Agenda No. 2: To review the execution of the syllabi for UG and PG courses** – The committee reviewed the revised syllabi in detail and suggested minor changes, e.g., Newly introduced angiospermic families in TYBSc syllabus should be according to the season and their availability during examination time. Incorporation of more topics like ethics in research, biopiracy, current updates in biotechnology may be considered during next revision of the syllabi.
6. **Agenda No. 3: To rearrange theory paper II in the SYBSc and TYBSc syllabus with respect to systematic botany to replace the overlapping topics** – The board suggested reshuffling of units from Sem III to Sem IV for SYBSc syllabus. It was also suggested that for the TYBSc syllabus, few new families may be introduced in systematic botany to replace the overlapping topics.
7. **Agenda No. 4: To review the course outcomes in the UG and PG syllabi** – The course outcomes for UG and PG were thoroughly reviewed by the panel and was restructured wherever necessary as per the expert's suggestions.
8. **Agenda No. 5: Any other point with the permission of the Chair** – The expert panel suggested to compare the previous and the revised syllabi every time and highlight the necessary changes made.



01/02/2020

[Signature]
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[Signature]
(Dr. Mahavir Gosavi)
Chairperson & HOD, Botany


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S.I.E.S. COLLEGE OF ARTS, SCIENCE & COMMERCE (Autonomous)
SION (WEST), MUMBAI – 400 022

Department of Chemistry

The BOS meeting for review of B.Sc. and M.Sc. Syllabus for year 2019-2020 will be conducted on Wednesday, 22nd January 2020 at 11.00 am in Board Room, Ground Floor. I look forward to your presence in the aforementioned meeting.




Principal
SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.


Mrs. Gayatri Sehgal,
Head, Department of Chemistry.

From: Gayatri Sehgal

Sent: Saturday, January 18, 2020 11:45 AM

To: Bhalchandra Bhanage <bm.bhanage@gmail.com>; Gomathi Shridhar

<shridharsundaram@hotmail.com>; Nandita Madhavan

<nanditam@chem.iitb.ac.in>; lakshravi@yahoo.com <lakshravi@yahoo.com>; Archana Bahuguna

<archana.bahuguna6@gmail.com>; vijaydabholkar@gmail.com <vijaydabholkar@gmail.com>

Subject: BOS meeting for review of B.Sc. and M.Sc. Syllabus for year 2019-2020.

Dear Sir/Madam,

It gives me immense pleasure to invite you for the BOS meeting for review of B.Sc. and M.Sc. Syllabus for year 2019-2020. I look forward to meeting you on Wednesday, 22nd January 2020 at 11.00 am in Board room Ground Floor.

Please find the attachment for the syllabus of B.Sc. and M.Sc. chemistry.

Thanking you,

Sincerely,

Mrs. Gayatri Sehgal,
Head, Department of Chemistry,
SIES College of ASC, Sion (W)
Mumbai 400022




Principal
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Commerce (Autonomous)
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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE




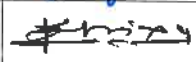






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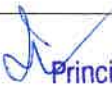
DEPARTMENT OF CHEMISTRY

Date: 22nd January 2020

Following members attended the Board of Studies meeting held on 22nd January 2020 AT 11.00 AM.

Sr. No.	Function	Name of Person In-charge	Designation	Signature
1	Chairperson	Mrs. Gayatri Sehgal	Head, Department of Chemistry	
	Faculty members of Department	Mr. Shekar Aiyar	Associate Professor	
		Dr. George Abraham	Associate Professor	
		Dr. Santosh Katariya	Associate Professor	
		Dr. Nitin Mirgane	Assistant Professor	
		Mr. Santosh Tiwari	Assistant Professor	
		Dr. Pallavi T. Roy	Assistant Professor	
2	Two subject expert from outside the University of Mumbai, nominated by academic council	Dr. B. M. Bhanage bm.bhanage@ictmumbai.edu.in	Professor and Dean, Department of Chemistry, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai – 400 019.	
		Dr. Nandita Madhavan nanditam@chem.iitb.ac.in	Associate Professor, Department of Chemistry, IIT Bombay, Powai, Mumbai – 400076.	
3	Vice-Chancellor's nominee	Prof. Lakshmy Ravishankar lakshravi@yahoo.com	Professor, Department of Chemistry Vaze College, Mulund (E) Mumbai	




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4	One professional expert from industry or any other field	Dr. Archana Bahuguna archana.bahuguna6@gmail.com	Senior General Manager, Accutest Research Laboratories Pvt. Ltd. A-31, Khairne MIDC, TTC Industrial Area, Khairne, Navi Mumbai – 400 709.	—
5	Post graduate meritorious alumnus	Dr. Gomathi Shridhar shridharsundaram@hotmail.com	Head, Department of Chemistry V.K. Krishna Menon College of Commerce and Economics & Sharad Shankar Dighe College of Science, Bhandup (East), Opposite Bhandup Railway Station, Mumbai-400 042.	—
6	Co-opted member	Prof. Vijay Dabholkar vijaydabholkar@gmail.com	Professor, Department of Chemistry, K. C. College, 123, Dinshaw Vacha Road, Vidyasagar Principal K. M. Kundnani Chowk, Churchgate, Mumbai, Maharashtra 400020.	<i>Dabholkar</i>



[Signature]
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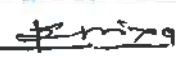






Sion (W), Mumbai – 400022.

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DEPARTMENT OF CHEMISTRY

Date: 22nd January 2020

The minutes of the meeting are hereby approved by the members of the Board of Studies.

Sr. No.	Function	Name of Person In-charge	Designation	Signature
1	Chairperson	Mrs. Gayatri Sehgal	Head, Department of Chemistry	
	Faculty members of Department	Mr. Shekar Aiyar	Associate Professor	
		Dr. George Abraham	Associate Professor	
		Dr. Santosh Katariya	Associate Professor	
		Dr. Nitin Mirgane	Assistant Professor	
		Mr. Santosh Tiwari	Assistant Professor	
		Dr. Pallavi T. Roy	Assistant Professor	
2	Two subject expert from outside the University of Mumbai, nominated by academic council	Dr. B. M. Bhanage bm.bhanage@ictmumbai.edu.in	Professor and Dean, Department of Chemistry, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai – 400 019.	
		Dr. Nandita Madhavan nanditam@chem.iitb.ac.in	Associate Professor, Department of Chemistry, IIT Bombay, Powai, Mumbai – 400076.	
3	Vice-Chancellor's nominee	Prof. Lakshmy Ravishankar	Professor, Department of Chemistry Vaze College, Mulund (E) Mumbai	




Principal
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Page 1 of 2

37 180

4	One professional expert from industry or any other field	Dr. Archana Bahuguna archana.bahuguna6@gmail.com	Senior General Manager, Accutest Research Laboratories Pvt. Ltd. A-31, Khairne MIDC, TTC Industrial Area, Khairne, Navi Mumbai – 400 709.	—
5	Post graduate meritorious alumnus	Dr. Gomathi Shridhar shridharsundaram@hotmail.com	Head, Department of Chemistry V.K. Krishna Menon College of Commerce and Economics & Sharad Shankar Dighe College of Science, Bhandup (East), Opposite Bhandup Railway Station, Mumbai-400 042.	—
6	Co-opted member	Dr. Vijay Dabholkar vijaydabholkar@gmail.com	Professor, Department of Chemistry, K. C. College, 123, Dinshaw Vacha Road, Vidyasagar Principal K. M. Kundnani Chowk, Churchgate, Mumbai, Maharashtra 400020.	<i>Vijay Dabholkar</i>



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Department of Chemistry

Meeting of the Board of Studies (UG and PG) held on 22.01.2020

Minutes of the meeting

A meeting of the Board of Studies (BOS) of Department of Chemistry was conducted on Wednesday, 22nd January 2020. The meeting was attended by three external members and six internal members. External members reviewed the syllabus for UG and PG.

The following suggestions were given by the members:

- To shift conformations of aliphatic and alicyclic compounds to SYBSc, so that the students will study stereochemistry in all the three years.
- In TYBSc, combining all the spectroscopic techniques (UV, Mass, NMR and IR) in one unit and one semester. This will result in more problems on structural elucidation involving combined spectroscopic techniques can be given to students.
- To include types of arrows and their significance in FYBSc Semester I: Fundamentals of organic reaction mechanism
- To include Kolbe reaction in FYBSc Semester II: Chemistry of Aliphatic Hydrocarbons: Carbon-Carbon sigma bonds.
- To change the heading in MSc –I Semester II SIPSICHE13.1 from Physical organic chemistry to Chemistry of Nucleophilic Carbon Intermediates.

Dr. Nandita Madhvan stressed on giving research projects as an elective paper for PG students.

Dr. B.M Bhanage emphasized on taking introductory lectures on mathematics for UG as well as PG chemistry students and also if we could introduce Chemical Project Management as an elective paper for PG students.

Dr. Vijay Dhabolkar appreciated the work done by department during computational practical for all TYBSc students and emphasized on practicals based on green chemistry.




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Head Department of Chemistry



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25/01/2020

NOTICE

Department of Mathematics

There will be a Board of Studies meeting in Mathematics on Saturday, 01st February, 2020 at 11.30 am in the Board Room. The Agenda will be as follows:

1. Review of the syllabus implemented in the year 2018-19.
2. Review of the results of the odd semester exams of the year 2019-20.
3. Discussion and approval of the modifications made to the existing syllabus.
4. Any other matter proposed by the chair.


Chairperson, BOS(Mathematics)




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MINUTES OF THE BOARD OF STUDIES MEETING IN MATHEMATICS (SIES-AUTONOMOUS)

Date: 1st February 2020

Location: Board Room at SIES College of Arts, Science and Commerce

Present: A list of attendees is attached to the minutes.

Meeting opened: 11.30 a.m.

The meeting was called to order at 11.30 a.m. The Chairperson welcomed the members to the meeting of BOS under Autonomy. The minutes of the earlier BOS meeting was read out.

1. There were 09 members who attended the meeting, both internal and external.

2. Leave of absence was granted to two members. i) Dr. Ajit Kumar ii) Mr. Jaidev

3. Items discussed:

a. Minor changes were proposed and approved in syllabi of FYBCom, FYBSc-paper 1

b. An alternate Elective was considered for paper IV in TYBSc. The content of the said elective syllabus to be prepared in 6 months

c. Value added courses in Mathematics:

It was suggested that Mathematical Modelling could be considered as a value-added course.

d. There was a suggestion to solve problems on Numerical Analysis using Mathematical Softwares like SCILAB, SAGE, MATHEMATICA etc.

4. Closing Remarks:

The Chairperson expressed gratitude for all the positive suggestions and the response to the present syllabi. It was decided that the minutes of the BOS Meeting would be mailed to all those who were unable to attend.

5. Meeting closed: The meeting closed at 1.30 p.m



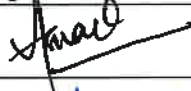

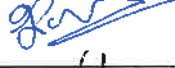







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SIES College of Arts, Science and Commerce - Autonomous

Mathematics Department

Board of Studies in Mathematics – January 2020

The following members were present for the Meeting on Saturday,1/02/2020

Sr. No.	Name of the BOS Member	Signature
1	T. Asha Venkatramana HOD, Mathematics Department, SIES	
2	Rekha Watve-Paradkar Associate Professor, Mathematics Department, SIES	
3	Geeta Paluskar Associate Professor, Mathematics Department, SIES	
4	Vaishali Falnikar Associate Professor, Mathematics Department, SIES	
5	Surjeet Kaur Associate Professor, Mathematics Department, SIES	
6	Anoop Varghese Assistant Professor, Mathematics Department, SIES	
7	Dr. G.V.V. Hemasundar SIWS College, Mumbai	
8	Dr. Ajit Kumar Singh I.C.T. Mumbai	ABSENT
9	Dr. Anisa Chorwadwalla IISER, Pune.	
10	Mr. Jaidev Iyer, The Times Group	ABSENT.
11	Ms. Shruthi Subhash, Assistant Professor, Mathematics Department NMIMS, Vile Parle.	




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S.I.E.S COLLEGE OF ARTS COMMERCE AND SCIENCE
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DEPARTMENT OF MICROBIOLOGY

Date:- 20/01/2020

NOTICE

Dear colleagues please make it possible to attend BOS meeting on 29th January 2020 at 2 pm in the department of Microbiology.

Agenda:-

To review syllabi for all the classes and suggest changes if any


Head

(Mrs Seema Ronghe)




Principal

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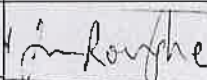
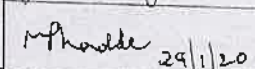

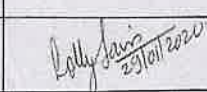
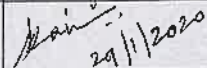

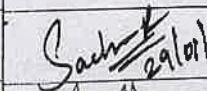


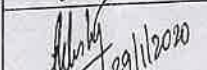
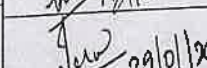
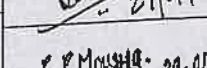

Date: 29/1/2020

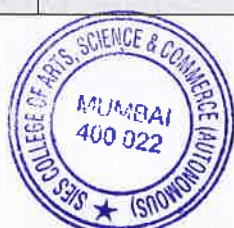
DEPARTMENT OF MICROBIOLOGY


MINUTES OF THE BOS MEETING

The following syllabi of classes F.Y.B.Sc, S.Y.B.Sc, T.Y.B.Sc, M.Sc. I and M.Sc. II Microbiology, S.I.E.S. College of Arts Science and Commerce (autonomous) are proposed for implementation for 2019-2020 onwards for 3 years.

Following BOS members were present for the meeting and all 3 syllabi were approved unanimously.

Sr No	Function	Name of the BOS members	Designation	Signature
1.	Chairperson	Prof Seema Ronghe	Head of the department	
2.	Faculty	Dr. Manju Phadke	Associate Professor	 29/1/20
3.	Faculty	Dr. Pramod Ghogare	Assistant professor	 29/1/20
4.	Representative of Non parent university	Dr. Ajay Jadhav	Associate Professor	—
5.	Representative of Non parent university	Prof Girish Kukreja	Head of the department	—
6.	Industrial expert	Dr. Prafull Ranadive	Head, R&D	—
7.	Subject expert from parent university	Dr. Lolly Jain	Vice principal	 29/01/2020
8.	Subject expert from parent university	Dr. Santhini Nair	Vice principal	 29/1/2020
9.	Co-opted member	Dr Unnati Padalia	Head of the department	 29/01/2020
10.	Meritorious alumni	Mr. Sachin Rajagopalan	Assistant professor	 29/01/20
11.	Faculty	Ms. Carol Braggs	Assistant professor	 29/1/2020
12.	Faculty	Ms. Deepika Tambe	Assistant professor	 29.1.2020
13.	Faculty	Ms. Flevia Anthony	Assistant professor	 29/1/2020
14.	Faculty	Ms. Hera Azmi	Assistant professor	 29/01/2020
15.	Faculty	Ms. Pooja Mourya	Assistant professor	 29.01.2020
16.	Faculty	Ms. Lynn Dlima	Assistant professor	 29/01/2020




Principal
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MINUTES OF THE MEETING

1. BOS of department of Microbiology was held at 2pm on 29th Jan in the departmental staffroom.
2. The meeting was attended by 13 members including external and internal members
3. Leave of absence was sanctioned to i) Prof. Girish Kukreja ii) Dr. Ajay Jadhav iii) Dr. Prafull Ranadive
4. Committee considered revision of syllabus in details and unanimously decided that the same syllabi will be effective for the academic year 2019-2020 & 2020-2021.
5. Committee to conduct internal assessment of assignment in different forms like presentation of research paper and review paper making.
6. Committee suggested that the teachers should be trained for use of visual classroom tools like google classroom, moodle, cohort, offee, wizer etc.
7. Committee suggested to conduct a feedback session using google forms for comparison of autonomy and university syllabi
8. Committee suggested to introduce more sessions of Bioinformatics practicals.



Date 30/1/20

A handwritten signature in blue ink, appearing to be "S. S. S.", written over the printed name "Principal".

Principal

SIES College of Arts, Science &
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A handwritten signature in blue ink, appearing to be "S. S. S.", written over the printed name "Chairperson".

Chairperson

25th Jan 2020

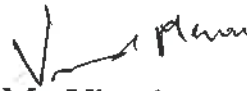
PHYSICS DEPARTMENT

BOS meeting will be held on Saturday, 1st February 2020 at 2:30 pm in the Physics Department, SIES College of Arts, Science & Commerce, Sion West.

Kindly refer the invitation letter sent to each member by e-mail

The agenda for the meeting is as follows:

1. *Review the syllabus*
2. *Review the Question papers set at the semester end examination*
3. *Any other matter*


Mr. Vinod Menon
Head, Department of Physics,




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SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
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25th Jan 2020

1. Mr. Vinod Menon (Chairman)
2. Mr. Kiran Nabar
3. Mr. Swapnil Jawkar
4. Mr. Anand Ambardekar
5. Dr. Vishal Dev Ashok
6. Dr. Vinita Dhulia
7. Dr. Vivek Parkar
8. Dr. Ameeya Bhagwat
9. Mr. Sukhetu Shah
10. Dr. Kamal Bhatia
11. Ms. Pratibha Pai

Dear Sir / Madam,

Greetings from SIES!

As per the Statutes of Autonomous College, every Department is required to conduct meeting of the Board of Studies in each semester. I wish to invite you for the meeting to be held on Saturday, 1st February 2020 at 2:30 pm in the Physics Department, SIES College of Arts, Science & Commerce, Sion West.

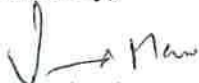
I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:

1. Review the syllabus
2. Review the *Question papers set at the semester end examination*
3. Any other matter

Thanking you,

Sincerely,


Mr. Vinod Menon
Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, West, Mumbai 400 022

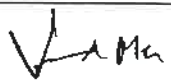

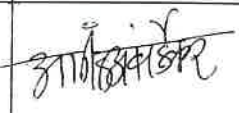
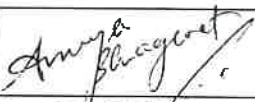
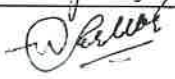

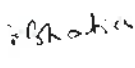



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DEPARTMENT OF PHYSICS
(2019-2020)

Attendance of meeting of the members of Board of Studies of Physics, held on Saturday, 1st February 2020 in the Department of physics, SIES ASC

SR.NO.	DESIGNATION	NAME	SIGNATURE
1	Chairman	Mr. Vinod Menon	
2	Faculty Representatives	Mr. Kiran Nabar	
		Mr. Swapnil Jawkar	AB
		Mr. Anand Ambardekar	
		Dr. Vishal Dev Ashok	AB
3	Subject experts from outside parent university	Dr. Aameeya Bhagwat	
		Dr. Vivek Parkar	
4	Vice Chancellor's nominee	Dr. Vineeta Dhulia	
5	Industry Representative	Mr. Suketu Shah	AB
6	Post Graduate Meritorious Alumnus	Dr. Kamal Bhatia	
7	Co-opted member.	Ms. Pratibha Pai	AB




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Sion (West), Mumbai - 400 022.

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Sion West
Physics Department

Minutes of the meeting of BOS of the Department of Physics was held on 01.02.2020 at 2.30 pm in the Physics Department .

1. The meeting was attended by 8 members including internal and external members'
2. Leave of Absence was sanctioned to 1) Mr. Swapnil Jawkar, 2) Dr. Vishal Dev Ashok and 3) Mr. Suketu Shah.
Mr. Suketu Shah could not attend the meeting because of sad demise of his beloved mother.
Mr. Swapnil Jawkar and Dr. Vishal Dev Ashok could not attend the meeting due to their professional engagements outside Mumbai.
3. Point no. 1 : Review the syllabus : Chairman Mr. Vinod Menon appraised the members that the syllabi for the academic year 2019-20 was same as that of the year 2018-19. It was decided that for the next academic year i.e. 2020-21, syllabus of F.Y.B.Sc. Physics P-1 and P-2 should be revised. Similarly syllabi of Applied components of S.Y.B.Com. and T.Y.B.Com. also to be revised.
4. Point No. 2: Review the Question papers set at the semester end examination : Copies of all the question papers of Odd Semester end exam. Of the year 2019-20 were kept available for perusal of the members. Members were satisfied with the quality of the questions set.
5. Point no 3: Any other points :
 - Mr. Vinod Menon appraised the members about various measures taken up by the department to improve the performance of the students in the examinations. As a practice of mentorship, each teacher monitors 10 to 15 students. They are given periodical assignments and remedial coaching.
 - Mr. Menon explained the future plan of the department; to start another specialization in P.G., such as Photonics or Nuclear physics. The members of BOS assured to provide necessary assistance in designing the syllabus. Dr.Vinita emphasized on the employability aspect to be considered while selecting the specialization subject.

Date: 01.02.2020



Vinod Menon
Chairperson

Vinita
Principal

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25th January 2020

NOTICE

The BOS meeting of Department of Statistics will be held on Saturday, 1st February, 2020 via conference call.

The Agenda:

- a. To review the syllabus of the Even Semesters.
- b. To appraise the evaluation pattern for the Even Semesters.
- c. To update about students' performance and results in odd semesters.
- d. Any other point with the permission of the Chair.

Rege

Pallavi Rege

Head,

Department of Statistics



[Signature]






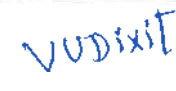
Principal

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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
(AUTONOMOUS)
SION (W.), MUMBAI 400022
DEPARTMENT OF STATISTICS**

1st Feb 2020

Attendance of e - meeting of the members of board of studies in Statistics in the Department of Statistics.

Sr. No.		NAME	SIGNATURE
1	Chairman	Ms. Pallavi G. Rege	
2	Subject experts from outside parent university	Dr. Sanjeev Sabnis	
		Dr. Shailaja Rego	
3	Vice Chancellor's nominee	Dr. Santosh P. Gite	
4	Industry Representative	Mr. Vinayak Deshpande	
5	Post Graduate Meritorious Alumnus	Dr. Viswanath Iyer	Absent
6	Co- opted	Dr. Vaijayanti U. Dixit	





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Minutes of the meeting of BOS of the Department of Statistics held on 01.02.2020 at 10.00 am in the Board Room

1. The meeting was attended by 06 members including internal and external members.
 2. Leave of Absence was sanctioned to (i) Dr Vishwanath Iyer.
 - a. Syllabi of First year, Second year & Third year BSc program for Theory and Practicals was deliberated upon by all the members of the Board of Studies. No changes were made.
 - b. The question papers were reviewed by the Board of Studies.
 - c. Students results were shown to the BOS members.
 - d. TYBSc and SYBSc students worked on real life projects that included applications of Statistics. These projects were examined by the BOS members
- The committee unanimously approved the syllabus.

Date: 01.02.2020


Chair person




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Date: 22nd January 2020

NOTICE

The Board of Studies meeting of Department of Zoology will be held on 1st February 2020 at 2.30 p.m. in the Board Room, to consider:

AGENDA

- a. Outline and discussion of TYBSc syllabus in Zoology to be implemented from June 2020
- b. Discuss the skeletal structure of MSc I syllabus in Zoology.



Dr. Satish Sanfare
(Head of the Department)



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Sion (West), Mumbai - 400 022.

Meeting of the Board of Studies in Zoology, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai. 400 022

Date: 1/02/2020 Time: 2.30 pm Venue: Board Room, Ground Floor

Agenda: The agenda for the meeting involves outline and discussion of syllabus of T.Y.B.Sc and MSc I.

Members of the Board of Studies in Zoology.

1. Dr. Satish Sarfare - Head, Department of Zoology (Faculty, SIES College) *Sarfare 1/2/20*
2. Mr. Pushparaj Shetty - Faculty (Member) *Shetty*
3. Ms. Rupali Vaity - Faculty (Member) *Absent*
4. Mr. Madhavan Gopalan - Faculty (Member) *Absent*
5. Dr. Aditya Akerkar - Faculty (Member) *Aditya Akerkar 1/2/2020*
6. Dr. Chhaya Panse - Professor and Head, Department of Zoology, Principal, M.D College, Parel (Vice Chancellor's Nominee) *Panse 1/2/2020*
7. Dr. Manoj Mahimkar - Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council) *Absent*
8. Mr. Kedar Gore - Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council) *Absent*
9. Dr. Sasikumar Menon - Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the Principal). *Sasikumar 01/02/2020*
10. Ms. Uma Bandekar - Currently working with IQVIA as Centralized Monitoring Lead (University Merit Ranker/ 1st position, One postgraduate meritorious alumnus to be nominated by the Principal/ One representative from industry/ corporate sector/ allied area related to placement). *Absent*



[Signature]
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Minutes of the meeting of the Board of Studies in Zoology

The meeting of the Board of Studies in Zoology was held in the Board Room (Ground Floor) of SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai on Saturday, 1st February 2020 at 2.30 pm.

The agenda for the meeting was to revise the syllabus of T.Y.B.Sc to be implemented in the next academic year 2020-21, and also to discuss the skeletal structure of the syllabus of M.Sc Part I which will be revised subsequently in the academic year 2021-22.

Members of the Board of Studies in Zoology.

1. **Dr. Satish Sarfare** - Head, Department of Zoology (Faculty, SIES College)
2. **Mr. Pushparaj Shetty** – Faculty (Member)
3. **Ms. Rupali Vaity** – Faculty (Member)
4. **Mr. Madhavan Gopalan** – Faculty (Member)
5. **Dr. Aditya Akerkar** – Faculty (Member)
6. **Dr. Chhaya Panse** – Professor and Head, Department of Zoology, Principal, M.D College, Parel (Vice Chancellor's Nominee)
7. **Dr. Manoj Mahimkar** – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
8. **Mr. Kedar Gore** – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
9. **Dr. Sasikumar Menon** – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the Principal).
10. **Ms. Uma Bandekar** – Currently working with IQVIA as Centralized Monitoring Lead (University Merit Ranker/ 1st position, One postgraduate meritorious alumnus to be nominated by the Principal)

Dr. Manoj Mahimkar, Mr. Kedar Gore, Ms. Uma Bandekar, Dr. Rupali Vaity, Mr. Madhavan Gopalan could not attend the meeting due to prior commitments or personal reasons, and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them.

Minutes

Opening Remarks:

Dr. Satish Sarfare gave an introductory presentation giving an outline over the objectives and purpose of the meet. He referred to the outcome of revised F.Y.B.Sc and S.Y.B.Sc syllabi under the autonomy status which conferred certain privileges in terms of incorporation of discerning ideas and successful execution of certain activities within and beyond the curricula. Some of these included were:

- Entrepreneurship and Value added Course like Aquascaping
- Bloom's Taxonomy in Teaching, Learning and Evaluation
- Departmental outreach programme under DBT funded Foldscope
- Intercollegiate research meet 'Jignyasa'
- Linkage with 'The Corbett Foundation' and 'The Feline Club'.
- Activities conducted DBT Star College Program
- Study tours and Excursions
- Networking with Alumni

Dr. Satish Sarfare also made a special reference to the current T.Y.B.Sc student Mr. Kapil Sharma, pursuing wild life photography and entrepreneurship, which has its origin in the department activity 'Anipix' conducted under college annual fine arts and literary festival 'Utkarsha'.

Current T.Y.B.Sc students were made to share their experiences about the adopted creative approaches. The perspective and attitude to titillate curiosity and creativity among students, received much appreciation. Notable points to mention of the assignments were:

- Book Review - 'The Emperor of all Maladies' by Siddhartha Mukherjee
- Poster Presentations on the selective relatively passive topics, helped them to imbibe knowledge and conceptual understanding
- Research Paper reviews




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- Opined undertaking the option of project component or equivalent value added courses relative to additional credits should be purely under student's own discretion in an all-inclusive manner.
- Academic fees should be structured to include industrial and field visits.
- Students should be frequently encouraged to participate in the intercollegiate competition like Avishkar

Dr Satish Sarfare

- Syllabus modification under autonomy status.
- Introduction of new topics in semester 5 of paper 4
- Introduction of recent field techniques in the syllabus.
- Retaining the regulatory part of the toxicology.
- Extension of Behavioural biology in TY, introduced in FY.
- Alternative equivalent course for 2 credits
- Discussion on fees restructuring at the departmental level.

Mr. Pushparaj Shetty

- FY and SY comparative dissection, replaced by the suitable alternatives.
- Justified the inclusion of Palaeontology emphasizing more on the relevance of Indian Fossils incorporation.

Dr. Aditya Akerkar

- Mentioned about the internship and field studies carried out by the students.
- Supported the opinion of suitable alternative course on student's discretion.

Conclusion:

Designing the syllabus is the core of the academia. A well-structured syllabus can not only add to the knowledge of the subject, but also instil dynamic relevance to the understanding of the subject, thereby, creating a relevant platform for the array of opportunities in the real world.

Many valuable suggestions on TYBSc and significant inputs on MSc syllabus for restructuring were appreciated and will be considered for the incorporation in final draft. The final draft of TYBSc syllabus to be implemented from academic year 2020-21 will be mailed to the members of board of studies by end of April 2020 for their comments, corrections and approval. The draft of the syllabus for MSc Part I to be tabled in the next meeting of board of studies in order to discuss and finalise the same, so that the revised syllabus for MSc Part I will be implemented in the academic year 2021.

Meeting Adjourned at 4.30 pm

Minutes submitted by



Dr. Satish Sarfare
Vice Principal
Head, Department of Zoology.
SIES College of Arts, Science and Commerce
(Autonomous), Sion (West), Mumbai – 400022
Email: satishs@sies.edu.in




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NOTICE

The BOS meeting of Department of Commerce will be held on 27.01.2020 at 09.30 a.m in the Department of Commerce, to consider:

AGENDA

- a. Welcome speech and introduction by the Chairperson.
- b. Approval of the minutes of the last BOS meeting.
- c. Review of syllabus and question paper pattern.
- d. Any other matter with the permission of the Chair.
- e. Vote of thanks.

22.01.2020



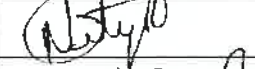
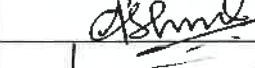

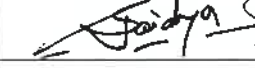
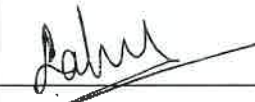
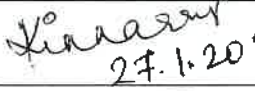

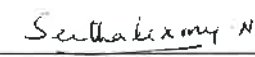
Mr. Roy Mathew
Chairperson,
Board of Studies in
Commerce and
Head of the Department
of Commerce



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
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Attendance of the members of the Commerce Board of Studies Meeting held on
27th January, 2020 at 9:30 am in the Department of Commerce.

Sr. No.	Category	Name	Signature
1	Head of the Department	Mr. Roy Mathew	
2	Internal Faculty	Mrs. Maria Fernandes	
3		Mrs. Nitya R Mahajan	
4		CA Avin K Shah	
5		Mr. Krishnan Ramchandran	
6		Mr. Siddhartha Vaidya	
7	Subject Experts from outside Parent University nominated by Academic Council	Dr. (CA) Seema Gosher	
8		Dr. Shobha Dedhia	ABSENT
9	Vice-Chancellor's Nominee	Dr. Kinnarry Thakkar	 27.1.2020
10	Industry Representative	CA Anand K. Iyer	
11	Post graduate Meritorious Alumnus	Mrs. Tushari Vinayak	ABSENT
12	Co-option by the HOD	Dr. N. Seetha Lakshmi	
13	Experts from Outside the College when Special courses of study are formulated	Dr. Sheela Nabar	ABSENT.




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**SIES College of Arts Science and Commerce (Autonomous),
Sion (W), Mumbai - 400022**

Minutes of the meeting of BOS of the Department of Commerce held on 27.01.2020 at 09.30 am in the Department of Commerce

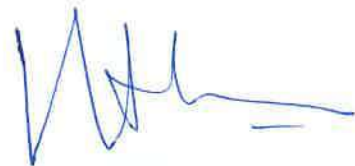
1. The meeting was attended by 10 members including internal and external members.
2. Leave of Absence was sanctioned to 1) Dr. Shobha Dedhia 2) Mrs. Tushari Vinayak
3. The meeting started with introduction and welcome speech by the Chairperson.
4. The minutes of the previous BOS meeting held on 25.06.2019 was read out by the Chairperson and approved by the members.
5. In the meeting, the members reviewed the syllabus and semester end question paper pattern of FY, SY and TYBCom and found them satisfactory.
6. The members also discussed other matters. Dr. Seetha Lakshmi suggested Ad Agency Visits for Advertising students of SYBCom and exam result analysis.
7. Dr CA Seema Gosher suggested encouraging students to join Online Certificate Courses.
8. CA Anand Krishnamoorthy and Dr. Kinnarry Thakkar suggested industry interactions by way of guest lectures.
9. A students exchange programme between the Department of Commerce, SIES College of Arts Science and Commerce (Autonomous) and Department of Accountancy, MMP Shah Women's College of Arts and Commerce was proposed by Dr. CA Seema Gosher through a MOU.
10. The meeting ended with a formal vote of thanks by the Chairperson.

27.01.2020




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**SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.**



**Mr. Roy Mathew
Chairperson,
Board of Studies in
Commerce
(Head of the Department)**

Date : 15th January 2020

NOTICE

The Board of Studies meeting of Department of Bioanalytical Sciences will be held on 25.01.2020 at 2.30 p.m. in the Board Room, to consider:


AGENDA

- a. Review of syllabus of M.Sc I implemented from June 2019
- b. Outline and discussion of M.Sc II syllabus to be implemented from June 2020 with reference to the syllabus of University of Mumbai
- c. Visit to Bioanalytical Sciences Laboratory



Dr. Satish Sarfare

(Head of the Department)
/member-Secretary



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Meeting of the Board of Studies in Bioanalytical Sciences, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai. 400 022

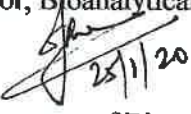
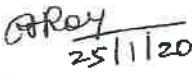
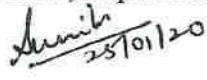
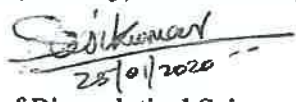
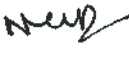


Date: 25/01/2020

Time: 2.30 pm

Venue: Board Room, Ground Floor

Agenda: Review of syllabus of M.Sc I implemented from June 2019, Outline and Discussion of M.Sc II syllabus to be implemented from June 2020 with reference to the syllabus of University of Mumbai and Visit to Bioanalytical Science Laboratory.

Members of the Board of Studies in Bioanalytical Sciences

- ✓ Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College)  25/1/20
- ✓ Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
- ✓ Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)  25/1/2020
- ✓ Professor (Dr.) Sunita Shailajan – Head, Department of Botany, Ruia College (Subject expert and University Nominee)  25/01/20
- ✓ Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University)
- ✓ Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College)  25/01/2020
- ✓ Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College) 
- ✓ Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject expert from outside the College)
- ✓ Dr. Kamalakar Sonawne – Consultant, Pharmaceutical Industry (Subject expert from outside the College)  25/01/2020
- ✓ Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
- ✓ Dr. Juliet Victoria – Research Scientist, Terravana Group (Post graduate, Alumnus, SIES College) 




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Minutes of the Meeting of Board of Studies in Bioanalytical Sciences

The second meeting of the Board of Studies in Bioanalytical Sciences was held in the Board Room (Ground floor) of SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai on Saturday, 25th January 2020 at 2:30 pm.

The agenda for the meeting was to review the syllabus of M.Sc I implemented from June 2019, outline and discussion of M.Sc II syllabus to be implemented from June 2020 with reference to the syllabus of University of Mumbai and visit to Bioanalytical Sciences Laboratory.

Board members:

- Dr. Satish Sarfare – Vice Principal, Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College)
- Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
- Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)
- Professor (Dr.) Sunita Shailajan – Department of Botany, Ramnarain Ruia College (Autonomous) (Subject expert and University Nominee)
- Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University)
- Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College)
- Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
- Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject expert from outside the College)
- Dr. Kamalakar Sonawne – Consultant, Pharmaceutical Industry (Subject expert from outside the College)
- Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
- Dr. Juliet Victoria – Research Scientist, Terravana Group (Post graduate, Alumnus, SIES College)

Dr. Savita Kulkarni, Dr. Ajit Datar, Dr. Tara Menon and Mr. Hemant Deshpande could not attend the meeting due to prior commitments and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them.

Minutes

Opening Remarks:

Dr. Satish Sarfare gave an introductory presentation wherein he highlighted about interdisciplinary course of Bioanalytical sciences being the first course started in SIES College under 'Academic Autonomy' from August 2019. The syllabus put forward by SIES College is revised from the University syllabus and how SIES has included learning objectives in it. The course in its initial six months has emphasized on research methodology, paper review and Bloom's taxonomy and extra-curricular activities.

To discuss, how curriculum design and syllabus review of Bioanalytical Sciences in the institution has made significant impact on the students, two student representatives were asked to put forth their views, besides sharing their experience. The notable points from their feedback were as follows:




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- Going to industry during industrial training changes industrial perception as what are the demands of industries
- Suggestion to have Elective lectures but don't remove parts of syllabus which is already present.
- Suggestion was made to have one day workshop with the experts
- Give assignments to students based on Microbiology
- In Unit 404.2 use ICMR books for referencing and current guidelines
- In unit 404.3 12 use recent initiatives
- In the practical of 304 remove study of matrix effect of IR and keep only AAS practical

Dr. Satish Sarfare

- Suggestion was made if the M.Sc II can have specialization in Pharmacovigilance and Drug Regulatory Affairs
- Idea was put forward whether research projects can be group projects and Research component being elective of duration 36 hours with 2 credits so as to do justice to Budgetary constrains
- In unit 401.1 subunits 3 and 4 can have in silico approach
- Unit 401 should be linked with more of chemistry aspect.

Dr. Naomita Dhume

- Currently Drug Regulatory Affairs is getting saturated and the demand for Pharmacovigilance is increasing but colleges have to keep up with the financial aspect, specialization and Budgetary constrains
- For industrial training students need to be sent off to far off places like Vapi, Daman etc as industries over there still don't know about Bioanalytical Sciences Course
- Whole year can be a 200 marks project
- In Unit 401.1 sub units 3 and 4 can be already taught in Pharmacokinetics and Pharmacodynamics
- Unit 401.3 Automation can be kept as per University syllabus
- Club GCP but with all current guidelines

Dr. Juliet Victoria

- Suggestion was made that 3 months is not sufficient time for industrial training as students are just given SOP training
- Research project better option than industrial training as students can do much of laboratory work, literature survey
- Suggestion was put forward if other campuses are ready to take in students like Lab India, D.Y. Patil so the research can be outsourced

Dr. Kamalakar Sonawne

- Industrial training is just paper work and discipline should be inculcated at the college level itself

Dr. Pallavi Roy

- Research project has more weightage
- Concept of Elective paper similar to one practiced in BITS Pillani
- Learning objectives should be concrete so as to quantify what is learned in terms of learning outcomes
- In Unit 301.3 less lectures for Toxicology
- In practical session of 302, interpretation is a better option than performing actual practical



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Notice

The Board of Studies meeting of Department of Biotechnology will be held on Friday, 31st January 2020 at 2pm.

Agenda of the meeting would be:

1. Passing of the minutes of the previous meeting
2. Review of the syllabus modified according to the suggestions of the chair
3. Feedback from students
4. Any other suggestions/comments

18/1/2020


Dr. Tara Menon
(Chairman)




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Sion (West), Mumbai - 400 022.

Minutes of the meeting of Board of Studies of the Department of Biotechnology held on 31.01.2020 at 2.00 PM in the Board room

The board of studies meeting was conducted in the board room at 2.00 PM on 31st Jan, 2020 for reviewing the F.Y., S.Y., T.Y., M.Sc. part I and II autonomous syllabus (2019-20).

The meeting was attended by Dr. Savita Kulkarni (Associate Professor, Department of Life Sciences, HBNI, Anushakti Nagar), Mr. Nikhil Kadlag (PhD Scholar, ICT, Mumbai), Dr. Deepali Karkhanis (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University), Dr. Varsha Kelkar-Mane (Head, Department of Biotechnology, University of Mumbai), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department.

Leave of absence was sanctioned to: Dr Sneha Panvalkar and Dr Swati Jadhav

The session was initiated by Dr. Tara Menon, who welcomes the members and read out minutes of the meeting for previous BOS held on 29th June, 2019. The session started with review of the undergraduate and postgraduate autonomy syllabus by Dr. Subi Yoosuf with respect to changes recommended during the previous BOS meeting that have been incorporated into the syllabus. A copy of the syllabus to be reviewed was provided for the reference. Members suggested to list out equipments and applications of animal tissue culture and to incorporate gender sensitization and environment & sustainability in FC papers of FY syllabus. Dr. Marar proposed to include biosimilars and protein engineering in TY. The board members also advised to delete few topics of endocrinology in TY syllabus.

The feedback on autonomy syllabus was also displayed which was based on a google form survey circulated among ex-students of the department.

This was followed by detailed discussion on examination pattern for TY and M.Sc. For TY, members recommended to have 5 questions of 12 marks each. Question no. 1 to 4 will be pertaining to each unit while Question no. 5 will be a medley having questions from all the units. For internal assessment of M.Sc., the board members suggestions were to include a combination of analytical or concept-based written test and oral presentation. These suggestions shall be incorporated from the next academic year.

3/2/2020



Tara Menon
Dr Tara Menon (Chairperson)

Principal
SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.

DEPARTMENT OF BIOTECHNOLOGY

Board of Studies

The undersigned hereby declare that the Syllabus, Evaluation Pattern and the List of Moderators have been scrutinized and passed by the members of the Board of Studies in Biotechnology on 31st January, 2020 at a meeting conducted at 2 pm in the college premises:

1. Dr. Tara Menon, Chairperson
2. Dr. Thankamani Marar, Subject Expert (Outside University)
3. Dr. Savita Kulkarni, Subject Expert (Outside University)
4. Dr. Sneha Panvalkar, Subject Expert
5. Dr. Deepali Karkhanis, Subject Expert
6. Dr. Varsha Mane-Kelkar, VC Nominee
7. Dr. Swati Jadhav, Industry Representative
8. Mr. Nikhil Kadalag, Alumni Representative

Signatures:

Tara Menon

Thankamani Marar 31/1/20

Savita Kulkarni 31/01/2020

ABSENT

Deepali Karkhanis 31/1/20

Varsha Mane-Kelkar

ABSENT

Nikhil Kadalag 31/1/2020

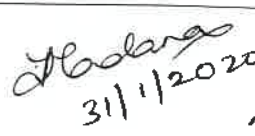

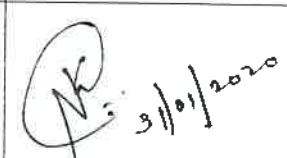
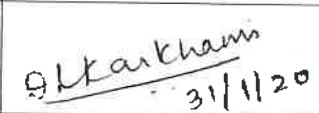
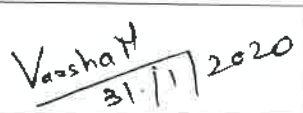
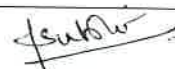

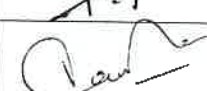



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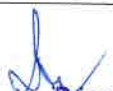
DEPARTMENT OF BIOTECHNOLOGY

ATTENDANCE SHEET

Board of studies meeting conducted at Board Room at 2.00 pm on 31.01.2020

Sr. No.	Name	Signature
1.	Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University)	 31/1/2020
2.	Dr. Savita Kulkarni (Associate Professor, Department of Life Sciences, HBNI, Anushakti Nagar)	 31/01/2020
3.	Dr. Swati Jadhav (Advanced Enzymes, Thane)	ABSENT
4.	Mr. Nikhil Kadalag (PhD Scholar, DBT-ICT Centre for Energy Bioscience, ICT, Mumbai)	 31/01/2020
5.	Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N.Khalsa College, Matunga)	ABSENT
6.	Dr. Deepali Karkhanis (Head, Dept of Biotechnology, Vaze College, Mulund)	 31/1/20
7.	Dr. Varsha Mane Kelkar (Head, Dept of Biotechnology, University of Mumbai)	 31/1/2020
8.	Dr. Tara Menon (Chairperson)	
9.	Dr. Subi Yoosuf (Member)	
10.	Mr. Pramod Kamble (Member)	
11.	Mr. Prajith Nambiar (Member)	




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12.	Ms. Anju James (Member)	<i>Anju</i> 31/1/20
13.	Dr. Richa Singh (Member)	<i>Richa</i> 31/01/2020
14.	Ms. Vibha Udyawar (Member)	<i>Vibha</i> 30/1/20
15.	Ms. Priti Pandit (Member)	<i>PPandit</i> 31/1/2020
16.	Ms. Archana Nambiar (Member)	<i>Archana</i> 31/1/2020



[Signature]
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College of Arts,
Science &
Commerce

**RISE WITH EDUCATION
(AUTONOMOUS)**

NAAC REACCREDITED - 'A' GRADE • BEST COLLEGE AWARD - UNIVERSITY OF MUMBAI

Date:11/02/2020

NOTICE

A meeting of Ad-hoc Board of Studies of Department of Computer Science will be held on 18/02/2020 at 11:30 AM in the Department of Computer Science Laboratory (fourth floor).

AGENDA

1. Revision of the F.Y.B.Sc. Computer Science Syllabus and Exam Pattern for the Academic Year 2020-21
2. Revision of the M.Sc. Computer Science Part I Syllabus and Exam Pattern for the Academic Year 2020-21
3. Any other point with permission of the chair.


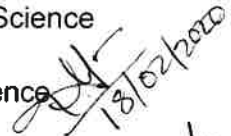



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Prof. Manoj Singh
(Head of the Department)
BOS Chairperson)

SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Meeting was held on 18/02/2020 at
11:30 AM in the Department of Computer Science
Academic Year: 2019-20

(Internal Members)

- 1). Mr. Manoj Singh, Coordinator & Asst. Professor, Dept. of Computer Science 
- 2). Dr. Abuzar Ansari, Asst. Professor, Dept. of Computer Science
- 3). Ms. Maya Nair, Asst. Professor, Dept. of Computer Science 
- 4). Mr. Gauraang P. Kelkar, Asst. Professor, Dept. of Computer Science 


(Representatives from other than parent university)

- 5). Dr. Anita Chaware, HOD – Dept. Computer Science, SNTD University 
- 6). Dr. Ganesh Magar, Associate Professor, SNTD University 

(Vice-Chancellor's Nominee)

- 7). Dr. Siby Abraham, Associate Professor, Dept. of Mathematics, Khalsa College 

(Representative from industry)

- 8). Mr. Kunal Shah, Director, **Socialtitli Marketing Pvt. Ltd.** 

(Alumnus Member)

- 9). Ms. Kameshwari Ayyapola, Consultant, Capgemini

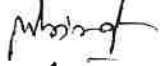
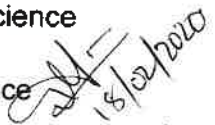




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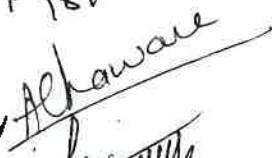

SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Meeting was held on 18/02/2020 at
11:30 AM in the Department of Computer Science
Academic Year: 2019-20

A meeting of the Ad-hoc Board of Studies of Department of Computer Science of SIES College of Arts, Science and Commerce (Autonomous), Sion (W), Mumbai was held on 18/02/2020 at 11.30 AM in the Department of Computer Science. The following members were present:


(Internal Members)

- 1). Mr. Manoj Singh, Coordinator & Asst. Professor, Dept. of Computer Science 
- 2). Dr. Abuzar Ansari, Asst. Professor, Dept. of Computer Science
- 3). Ms. Maya Nair, Asst. Professor, Dept. of Computer Science 
- 4). Mr. Gauraang P. Kelkar, Asst. Professor, Dept. of Computer Science 

(Representatives from other than parent university)

- 5). Dr. Anita Chaware, HOD – Dept. Computer Science, SNDT University 
- 6). Dr. Ganesh Magar, Associate Professor, SNDT University 

(Vice-Chancellor's Nominee)

- 7). Dr. Siby Abraham, Associate Professor, Dept. of Mathematics, Khalsa College 

(Representative from industry)

- 8). Mr. Kunal Shah, Director, **Socialtitli Marketing Pvt. Ltd.** 

(Alumnus Member)


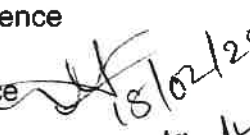

- 10). Ms. Kameshwari Ayyapola, Consultant, Capgemini



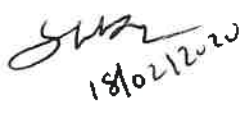

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SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Meeting was held on 18/02/2020 at
11:30 AM in the Department of Computer Science
Academic Year: 2019-20


(Internal Members)

- 1). Mr. Manoj Singh, Coordinator & Asst. Professor, Dept. of Computer Science 
- 2). Dr. Abuzar Ansari, Asst. Professor, Dept. of Computer Science
- 3). Ms. Maya Nair, Asst. Professor, Dept. of Computer Science 
- 4). Mr. Gauraang P. Kelkar, Asst. Professor, Dept. of Computer Science 


(Representatives from other than Parent University)

- 5). Mr. Shahajahan Khan , Dr. BMN College of Home Science, Affiliated to SNTD University 
- 6). Ms. Manjot Kaur , Dr. BMN College of Home Science , Affiliated to SNTD University

(Vice-Chancellor's Nominee)

- 7). Dr. Amol Jogalekar, Assistant Professor, Dept. of Computer Science, Mithibai College 

(Representative from industry)

- 8). Mr. Kunal Shah, Director, Socialtitli Marketing Pvt. Ltd 

(Alumnus Member)

- 9). Ms. Kameshwari Ayyapola, Consultant, Capgemini



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SIES College of Arts, Science and Commerce (Autonomous)
Department of Computer Science
Revised Board of Studies Meeting was held on 18/02/2020 at
11:30 AM in the Department of Computer Science
Academic Year: 2019-20

A meeting of the Ad-hoc Board of Studies of Department of Computer Science of SIES College of Arts, Science and Commerce (Autonomous), Sion (W), Mumbai was held on 18/02/2020 at 11.30 AM in the Department of Computer Science. The following members were present:

(Internal Members)

- 1). Mr. Manoj Singh, Coordinator & Asst. Professor, Dept. of Computer Science *Manoj Singh*
- 2). Dr. Abuzar Ansari, Asst. Professor, Dept. of Computer Science
- 3). Ms. Maya Nair, Asst. Professor, Dept. of Computer Science *Maya Nair*
18/02/2020
- 4). Mr. Gauraang P. Kelkar, Asst. Professor, Dept. of Computer Science *Gauraang P. Kelkar*
18/02/2020

(Representatives from other than parent university)

- 5). Mr. Shahajahan Khan , Dr. BMN College of Home Science, Affiliated to SNTD University *Shahajahan Khan*
18/02/2020
- 6). Ms. Manjot Kaur , Dr. BMN College of Home Science , Affiliated to SNTD University

(Vice-Chancellor's Nominee)

- 7). Dr. Amol Jogalekar, Assistant Professor, Dept. of Computer Science, Mithibai College *Amol Jogalekar*

(Representative from industry)

- 8). Mr. Kunal Shah, Director, Socialtitti Marketing Pvt. Ltd. *Kunal Shah*

(Alumnus Member)

- 9). Ms. Kameshwari Ayyapola, Consultant, Capgemini



[Signature]
Principal
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Sion (West), Mumbai - 400 022.

**DEPARTMENT OF COMPUTER SCIENCE
BOARD OF STUDIES**

Minutes of the Meeting held on 18th February 2020

The BOS Members were introduced by the Chairperson, Mr. Manoj Singh

Time: 10.30 am

Venue: Postgraduate Lab, Dept. of Computer Science, SIES College of Arts, Science and Commerce.

1] The Board of Studies meeting for Computer Science was conducted at the PG laboratory at 10.30am on 18th February 2020 for discussing and finalizing the First Year BSc. Autonomous syllabus (2020-2021)

2] The meeting was attended by 06 members including internal and external members

3] Leave of absence was sanctioned to the following members:

- i). Dr. Abuzar Ansari
- ii). Ms. Manjot Kaur
- iii). Ms. Kameshwar Ayyapola

4] The session was initiated by Mr. Manoj Singh, who welcomed the members and introduced them to the Previous syllabus and exam pattern. The meeting started with detailed discussion of the F.Y.BSc. Autonomy Syllabus by Gauraang Kelkar. The old and new syllabus were compared. Few topics were edited, added and removed. In addition to the changes made, the board members suggested few more topics to be added for the industrial perspective.

5] The following subjects are to be implemented for the academic year 2020-21 for First Year BSc Computer Science




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Sion (West), Mumbai - 400 022.



SIES

RISE WITH EDUCATION

(AUTONOMOUS)

College of Arts,
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Commerce

NAAC REACCREDITED - 'A' GRADE • BEST COLLEGE AWARD - UNIVERSITY OF MUMBAI

Previous Semesters 1	Revised Semesters 1
Computer Organization and Design	Computer Fundamentals with C
Programming with Python- I	Programming with Python- I
Free and Open Source Software	Web Programming- I
Database Systems	DBMS- I
Discrete Mathematics	Discrete Mathematics
Descriptive Statistics and Introduction to Probability	Statistics - I
Soft Skills Development	Soft Skill Development

Previous Semesters 2	Revised Semesters 2
Programming with C	Programming with Python- II
Programming with Python- II	DBMS- II
Linux	Web Programming- II
Data Structures	Data Structures
Calculus	Calculus
Statistical Methods and Testing of Hypothesis	Statistic- II
Green Technologies	Green Technologies



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Sion (West), Mumbai - 400 022.

Chairperson BOS CS

**DEPARTMENT OF COMPUTER SCIENCE
BOARD OF STUDIES**

Minutes of the Meeting held on 18th February 2020

The BOS Members were introduced by the Chairperson, Mr. Manoj Singh

Time: 10.30 am

Venue: Postgraduate Lab, Dept. of Computer Science, SIES College of Arts, Science and Commerce.

1] The Board of Studies meeting for Computer Science was conducted at the PG laboratory at 10.30am on 18th February 2020 for discussing and finalizing the First Year MSc. Autonomous syllabus (2020-2021)

2] The meeting was attended by 07 members including internal and external members

3] Leave of absence was sanctioned to the following members:

- i). Dr. Abuzar Ansari
- ii). Ms. Kameshwar Ayyapola

4] The session was initiated by Mr. Manoj Singh, who welcomed the members and introduced them to the Previous syllabus and exam pattern. The meeting started with detailed discussion of the F.Y.MSc. Autonomy Syllabus. Few deletion were made in order to avoid repetition with T.Y.BSc. Syllabus few additions were made to existing topic for enhancing the knowledge of the students

5] The following subjects are to be implemented for the academic year 2020-21 for First Year MSc Computer Science




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SIES

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RISE WITH EDUCATION

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NAAC REACCREDITED - 'A' GRADE • BEST COLLEGE AWARD - UNIVERSITY OF MUMBAI

Previous Semesters 1	Revised Semesters 1
Analysis of Algorithms and Researching Computing	Analysis of Algorithms and Researching Computing
Advanced Networking Concepts	Advanced Networking Concepts
Advanced Database Systems	Advanced Database Management Systems
Robotics and Artificial Intelligence	Cloud Computing

Previous Semesters 2	Revised Semesters 2
Advanced Operating Systems	Design and implementation of Modern Compilers
Design and implementation of Modern Compilers	Social Networking Analysis
Elective I- Track A: Cloud Computing (Concepts and Design of Web services) Elective I- Track B: Cyber and Information Security (Network Security)	Data Science
Elective II - Track C: Business Intelligence and Big Data Analytics (Business Intelligence) Elective II - Track D: Machine Intelligence (Fundamentals of Machine Intelligence)	Internet of Things



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Chairperson BOS CS



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NOTICE

27th January 2020


The BOS meeting of Department of Information Technology will be held on 31.01.2020 at 02.30 p.m in the PG - Lab - Information Technology, to consider :

AGENDA

- a. To consider and approve the new syllabus for MSc(IT) -Part II – Semester III & IV.
- b. To review the evaluation pattern.
- c. Any other point with the permission of the Chair.



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Sion (West), Mumbai - 400 022.


Sudha Bhagavatheeswaran
(Head of the Department)
Department of Information Technology

Minutes of the meeting of BOS of the Department of Information Technology held on 31.01.2020 at 02.30 pm in the PG- Lab - Information Technology

1. The meeting was attended by 07 members including internal and external members
2. Leave of Absence was sanctioned to
 - i. Dr. Swati Sherekar
 - ii. Dr.Srivaramangai
 - iii. Mr.Vagish Dwivedi
 - iv. Ms. K.Sarojini
3. At the onset, the Chairman welcomed the members to the 3rd meeting of BOS and placed the agenda for the deliberations of the members. The following deliberations were made as per the items in the notice:-
 - a. **To consider and approve the new syllabus for MSc(IT) -Part II – Semester III & IV.**
The board considered and approved the syllabus with following modifications:-
 - The committee decided to include the subject “Advanced Technologies” with topics like Angular JS,JSON and React Native instead of the subject “Advanced Data Structures and Algorithms”.
 - Dr. Hiren Dand suggested to remove IT Act from Unit V of the subject “IT in Forensic Science” and add other topics related to Forensics.
 - Dr.Hiren Dand also suggested to exclude spatial database in the subject of “Advanced Database Management System” since it is obsolete now.
 - The committee expressed its satisfaction with the proposed Semester IV syllabus for MSc(IT) – Part II.
 - b. **To review the evaluation pattern**
 - Dr. Kamatchi Iyer suggested that the evaluation for internals must be done using certain online tools available. Mr. Shakeel Siddiqui suggested that we could use Microsoft Office 365 account to conduct online tests and quizzes. Therefore, the committee decided the internal tests to be conducted using online tools.
 - Dr. Kamatchi Iyer believed that internships should be part of MSc(IT) instead of project in the 4th semester. But Dr.Hiren Dand and Dr.Anup Palsokar felt that internships were not feasible for PG students. Instead , projects can be live instead of dummy projects. The committee decided to retain live projects instead of internships.
 - Dr.Kamatchi Iyer felt that case studies must be a part of the theory in few subjects and caselets must be prepared for the same. Therefore, the committee decided to include case studies in theory syllabus for subjects wherever applicable.

The meeting ended at 4:30 PM with thanks to the chair.

Date: 31.01.20 20




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Sion (West), Mumbai - 400 022.


Chairperson

SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)



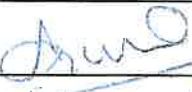




SION (W)

DEPARTMENT OF INFORMATION TECHNOLOGY


BOARD OF STUDIES

ATTENDANCE

31st January 2020

Name	Signatures
1. Ms. Sudha Bhagavatheeswaran, Chairman	
2. Ms. Biju Ramesh, Member	
3. Ms. K.Sarojini, Member	ABSENT
4. Ms. Archana Jadhav, Member	
5. Dr. Hiren Dand , Vice Chancellor's Nominee	
6. Dr. Kamatchi Iyer, Subject Expert from outside the Parent University	
7. Dr. Swati Sherekar, Subject Expert from outside the Parent University	ABSENT
8. Dr. Srivaramangai, Subject Expert	ABSENT
9. Dr. Anup Palsokar, Subject Expert	
10. Mr. Vagish Dwivedi , Industry Representative	ABSENT
11. Mr. Shakeel Siddiqui, Alumni Representative	




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NAAC REACCREDITED - 'A' GRADE • BEST COLLEGE AWARD - UNIVERSITY OF MUMBAI

24th January, 2020

DEPARTMENT OF MASS MEDIA

BOARD OF STUDIES

NOTICE

This is to inform the Board of Studies members and staff of Department of Mass Media, faculty Arts, S.I.E.S. College, Sion (west), program B.M.M. that a meeting shall be held on 30th January, 2020 at 10.30 am in the Board Room.

Agenda:

1. To review the changes implemented in the Second year of Autonomy, Semester 1, 2019-2020 at FYBAMMC level.
2. To recommend any changes in order to match the industry standards and upgrade the Mass Media courses, if required.
3. To discuss the prospective syllabus proposed by the University of Mumbai for SYBAMMC Semester III & IV, respectively.
4. Any other point with the permission of the Chair



Dr. Vaneeeta Raney
[Chairperson of BOS]


Principal

SIES College of Arts, Science &
Commerce (Autonomous)
Sion (West), Mumbai - 400 022.



[PRINCIPAL]
Dr. Uma Shankar



**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE
SION (W)
(AUTONOMOUS)
DEPARTMENT OF MASS MEDIA**

Board of Studies

Attendance taken on 30th Jan, 2020 during the review meeting of the Board of Studies

Signatures:

1. Ms. Vaneeta Raney, Chairperson
2. Dr. Hanif Lakdawala, Faculty Representative
3. Ms. Amanjeet Kaur, Faculty Representative
4. Dr. Meera Desai, Subject Expert from outside parent University
5. Dr. Vishram Dhole, Subject Expert from outside parent University
6. Dr. Padmaja Arvind, Vice Chancellor's nominee
7. Mr. R.N. Bhaskar, Industry Representative
8. Mr. Saurabh Khanna, Post Graduate Meritorious Alumnus
9. Ms. Renu Nauriyal, expert from parent University
10. Mr. Narayan Thakur, expert from parent University
11. Mrs. Rajalakshmi Ganesh, Member

Vaneeta

Hanif

Amanjeet

A B S E N T

A B S E N T

Padmaja

A B S E N T

A B S E N T

Renu Nauriyal

A B S E N T

Rajalakshmi




Principal
SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.

Minutes of the BOS Meeting conducted on 30th January, 2020.

Minutes of the meeting of BOS of the Department of Mass Media was held on 30.01.2020 at 10.30 am in the Board Room.

1. The meeting was attended by 6 members of the BOS including one internal faculty Ms. Ruchita Karmokar.
2. To review the changes implemented in the Second year of Autonomy, Semester 1, 2019-2020 at FYBAMMC level

At 10:30 am all the BOS members arrived at SIES College Board room. A copy of syllabus, subjects and credits of FYBAMMC, SYBAMMC, and TYBAMMC were handed over to all the members. At 10:40 am Dr. Vaneeta Raney greeted all the members and put forth the agenda for further discussion. Subsequently, the chairperson read out the minutes of the previous meeting held on 13th June, 2019.(change in the nomenclature of the degree from BMM to BAMMC)

At 10:45 am Dr. Vaneeta Raney started briefing the board members with the help of presentation made by the BMM department .She started with the SIES College being autonomous since 2018 has helped the department to be more industry oriented and pragmatic in approach. She also informed the board members that the orientation of FYBMM 19-20 was done on 5 July 2019 with the students and their parents where they were told about the college's autonomy and the course. However after the change of BMM to BAMMC after seeking the approval from academic council an orientation was held on 16 August, 2019 for the FYBAMMC students. Dr. Vaneeta Raney informed the board members about the current FY batch had undergone a study of BMM course for a month approximately, followed by undertaking BAMMC progressively in semester 1 in the academic year 2019-2020.

At 10:55am: Dr. Vaneeta Raney did a comparative analysis between the FYBMM 2018-19 student progression and passing percentage with the FYBAMMC students' performance in 2019 semester 1 students. Followed by the comparison in the syllabus of both between semester 1 of BMM and BAMMC respectively.


It was told that ECS-I was changed to EC-I but the focus was same to develop the communication skills, FC was simple and to ground the students with the basic knowledge about society. Whereas, VC was a subject with 4 credits was a logical, as it would help the students in ad designing in future semesters. The subject that remained persistent in BMM and BAMMC was FMC, the only change was with an introduction of a communication model called 'Sadharanikaran model'. The subject Introduction to Economics was replaced with a new subject Current Affairs semester 1. This led to decrease in the failure rate too. Second subject, History of media is introduced in semester 1 to give a historical insights about the evolution of media.

Subsequently, semester 2 subjects such as Principles of marketing was replaced with Introduction to advertising. Furthermore, Content Writing and Media Gender and Culture in its place of literature and psychology is introduced.

Ms. Raney proposed the need for conducting a bridge course for Principles of Marketing, so as to make the FYBAMMC students ready for grasping concepts under the subject Introduction to Advertising. The board agreed upon the same and its relevance was felt too. Hence it was resolved that a bridge course of 30 hours duration shall be conducted in the start of semester 2 every year in that order.

3. To recommend any changes in order to match the industry standards and upgrade the Mass Media courses, if required.




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At 11.15 am, Dr. Vaneeta Raney started briefing with the Industry oriented courses that were introduced to the students to make them affiliated with the industry in areas such as :1)NPTEL (with credits allotment),2)Entertainment Journalism open for FY to TY students with a duration of 40 hours including classroom teaching and internship on field is provided.3)Bridge Course for developing the fundamentals of Marketing which was taken into consideration by the BOS suitably.

After briefing all the BOS members about the academic and other activities of the department of mass media, Ms. Raney asked all the BOS members to follow up the agenda and requested them to review the subjects and advice if they want any changes or topics to be introduced in the current syllabus

Additionally upon the same Dr. Vaneeta Raney proposed that Organisational Behaviour and principles of management related bridge course shall be undertaken for the subject of News Media management under journalism prospectively.

At that juncture, Ms. Amanjeet Kaur reviewed Foundation course FYBAMMC syllabus and proposed that it would be better if global and Indian politics to be added for journalism students. Ms. Amanjeet Kaur also emphasized on the 'emergency period' to be added about which is very important and the student are unaware according to her. To this suggestion Dr. Vaneeta Raney agreed and Ms. Padmaja opined to keep a Bridge course for the students, giving special significance to the "Landmark events in Indian Politics". It was resolved by the board members to have an orientation on history under ability enhancement component for all BAMMC students.

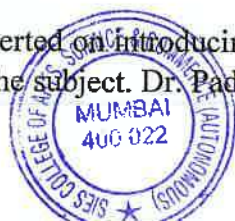
Ms. Rajalakshmi recommended that the subject Economics was missing too which should be added in the subsequent years. Ms. Padmaja objected upon subjects like Contemporary Issues (CI) not being included for the advertisement students, so they may lag behind in making ad and writing taglines, etc. She even gave a suggestion for the same, to offer CI for advertising as an elective subject and to this Ms. Renu agreed.

Dr. Vaneeta Raney started with reviewing the evaluation Patten of 60:40 system for BAMMC and stated the need of including questions such as expand with illustrations along with the short notes in Q4, BOS approved the same. Alongside with an introduction of a small section of grammatical exercises at First year level under Effective communication subject on which Renu Nauriyal agreed with the same and others stated that these would be immensely helpful to the students too.

4. To discuss the prospective syllabus proposed by the University of Mumbai for SYBAMMC Semester III & IV, respectively.

Succeeding the discussion on SYBAMMC semester 3 and 4 subjects was initiate, where Dr. Hanif Lakdawala queried about introducing all four subjects namely; Electronic Media, Theatre and Mass communication, Motion Graphics, and Radio Program and Production in semester 3. In reply Ms. Raney clarified that Electronic Media is the old syllabus subject 'Introduction to Radio and Television, and that Theatre and mass communication is acting related career oriented course with niche audience and is partially incorporated as a section in Effective Communication too. Supplementary, Motion Graphics a part of the optional program is offered by the department in collaboration with the 'Children's Film Academy' previously. And for Radio program and production the department is already in talks with the Don Bosco institution regarding permission to access their sound recording studio on account of infra structural deficiencies on the campus. As a result the same cannot be offered as a full time course paper.

Ms. Renu Nauriyal asserted on introducing 'Motion Graphics' as a subject to interested students with a basic knowledge of the subject. Dr. Padmaja Arvind, Dr. Hanif Lakdawala, and Dr. Vaneeta Raney



all mentioned the resources and devices for computer media lab with expensive softwares were challenges for the institute.

Dr. Padmaja Arvind suggested that 'Longitudinal Research' should be included as a topics under the subject of Mass Media Research so that students are able to understand the trends in media and the lifestyle the consumers. To this Renu Nauriyal stated her agreement saying that even if this topic is not formally introduced in the syllabus it should be covered by the faculty in charge.

Dr. Hanif Lakdawala suggested that SPSS software which is used to calculate qualitative data into quantitative data for research purposes also be included in the syllabus. And introduce concept of Transmedia in learning the subject of Media studies semester 4. Both Dr. Vaneeta Raney and Dr. Padmaja Arvind agreed upon the same.

5. Any other point with the permission of the Chair


Ms. Renu examined the Chairperson to review the observational differences between BMM and BAMMC due to the change, to which Vaneeta Ma'am replied that BAMMC is more market oriented and progressive in content as it aids to develop the skills especially in communication commercially. Vaneeta Ma'am asked the BAMMC students Ms. Sayyed Sakeena and Master Parimal Hedao to express their experience on the change from BMM which they studied for a month to BAMMC. Both the students found the BAMMC course more lively and interesting full of opportunities compared to the BMM previously.

It was resolved that a student opinion survey shall be conducted in order to offer and select the AEC component in SYBAMMC semester 3 and 4 correspondingly. It was resolved by the board that major additions and deletions can be revised in SYBAMMC syllabus along with the TYBMM syllabus and presented for discussion and approval in the next board meeting respectively.

At 11:55 am Ms.Vaneeta Raney and the board agreed upon BAMMC being more skilled than BMM. Also, Vaneeta ma'am offered a vote of thanks with a Brunch to the members at 12 noon pleasantly. The BOS members departed by 12.35 pm heart-warmingly.

Date: 30th January, 2020




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[Chairperson]



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NOTICE

28th January, 2020

The Board of studies meeting for the Department of Bachelors of Management Studies will be held on 01/02/2020 at 12.00 noon in the Board room, to consider:

AGENDA

1. To review syllabus
2. To review the evaluation pattern (Internal Assessment and Theory)
3. Any other point with the permission of the chair

Ms. Umadevi Kokku

BMS Course Coordinator

Dr. Uma Shankar

Principal

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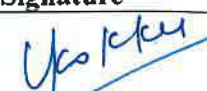

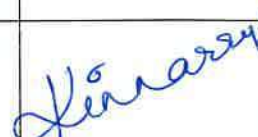
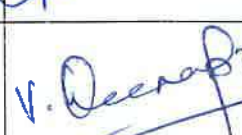



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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE, SION (W)
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DEPARTMENT OF BACHELOR OF MANAGEMENT STUDIES**

Board of Studies

Following members attended the Board of Studies meeting held on 1st February, 2020 at 12noon.

Sr No.	Function	Name	Designation	Signature
1	Chairman	Ms. Umadevi Kokku	Assistant Professor & Head, BMS Dept., SIES college of ASC	
2	Faculty Representatives	Mr. K.Saravanan Nadar	Assistant Professor, SIES college of ASC	
3	Subject experts from outside parent university	Dr. Nooruzia Qazi	Head, Dept. of Commerce B.M.Ruia Girls College, SNDT University	ABSENT
4	Subject experts from outside parent university	Dr. Richa Jain	Director, SVKM's Institute of International Studies	ABSENT
5	Subject Experts from Parent University	Dr. Kinnary Thakkar	Associate Professor, Dept. of Commerce, University of Mumbai, Kalina.	
6	Vice Chancellor's nominee	Dr. Veena Prasad	I/C Principal, Sri Ram College of Commerce and Science	
7	Industry Representative	Mr. Vaibhav Agarwal	Business Head, Nimbus Communications Ltd. (Neo Sports).	ABSENT
8	Post Graduate Meritorious Alumnus	Mr. Dhairya Kajaria	Assistant Brand Manager, Godrej Consumer products limited	




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**Minutes of BOS meeting for Department of Bachelors of Management Studies
held on 1st February, 2020 at 12.00 noon**

1. The meeting was attended by 05 members including internal and external members
2. Leave of Absence was sanctioned to 1) Dr. Nooruzia Qazi 2) Mr. Vaibhav Agarwal
3) Dr. Richa Jain
3. The Committee considered the revision of syllabus in detail and acknowledged that no revision is needed in this academic year. The revision can be initiated from the next academic year 2020-2021
4. The Committee approved the revision made in the evaluation pattern and acknowledged the inclusion of Live projects for Internal assessment at SY and TY level
5. As per the inputs received from VC Nominee Dr. Veena Prasad, inclusion of application based question was incorporated in the external exam question paper and this was approved by the committee.
6. Meeting concluded with the vote of thanks by the chairperson


Chairperson




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10/10/2020

SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)

DEPARTMENT OF ECONOMICS

Minutes of Board of Studies Meeting

The Department of Economics successfully conducted its fourth Board of Studies meeting on October 10, 2020 at 04 pm via Zoom application due to the COVID-19 pandemic, with the required quorum of 7 out of 8 members. Dr. Shubhada Rao was granted leave of absence.

1. The meeting began with the chairperson, Dr. Shruti R. Panday, explaining the agenda of the meeting which included the following:
 - a) Informing the members about the online teaching pattern and the pattern of internal assessment. Minor changes were reviewed which included 10 marks assignment along with a 10 marks quiz instead of 20 marks assignment for the B.A. programme.
 - b) Proposal in reduction of Syllabus for the current term due to Covid-19 Pandemic and Lockdown – The members were informed about the time constraints that is being faced due to the delay in commencement of academic session 2020-2021. The quorum agreed to apply any change required in the modules as per the given time constraint.
 - c) Minor changes involving addition and deletion of topics in FY/SY BA were proposed for the approval of the members.
 - d) Reformulation of Total no. of Lectures in accordance with credits per paper was placed before the members for their approval.
 - e) Suggestions for the PSOs and COs as per the directives of U.G.C. were sought from and discussed with the members.
2. The members agreed to the inclusion of various advanced Topics in SY BA and some fundamental Topics in FY BA. As per the discussion, the department will be sending digitally both the revised old syllabus and the new syllabus by the end of the semester to the members. All members unanimously agreed to the proposal.
3. Dr. Mala Lalwani opined that the POs and COs should be grounded strongly referring the Syllabus and must be systematically and scientifically administered with a well-designed question papers for the Sem. End Exams.
4. Dr. Pushpa Trivedi second her opinion and conveyed that the same can be done and can be reviewed with the quorum in the next BOS meeting.
5. Dr. G. Mythili suggested the change of credits in accordance with the Total no. of lectures to be outlined by the term end.
6. Dr. Devayani Ganpule and Dr. Sandhya Krishnan suggested rephrasing different themes of POs which were presented during the meeting.
7. The syllabus with proposed changes, the amendments in POs and COs and the inclusion of syllabus revision workshops were approved.
8. The meeting ended at 05:30 pm.

Spaday
Dr. Shruti R Panday



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Minutes of the Meeting of Board of Studies of the Department of English held at 11:30 am on Wednesday, 29 January 2020 in the Board Room:

1. The meeting was attended by 7 members including internal and external members.
2. Leave of Absence was sanctioned to i. Prof Mala Pandurang ii. Dr. Saroja Ganapathy
3. The Chairperson pointed out that Dr. Ganapathy has telephonically expressed her inability to be a part of the BoS as she has relocated to Chennai. Dr Anusha Ramanathan, Adjunct Faculty at the Tata Institute of Social Sciences takes her place after the Academic Council ratifies these minutes.
4. The minutes of the previous BoS meeting was read out and approved.
5. The Committee discussed the revision of the syllabus.
6. The members of the BoS were informed that the University of Mumbai's syllabus for Ph.D. coursework was to be adopted by the Department's Research Centre as deemed fit for all autonomous institutions.
7. It was suggested that the Unit on "Technical Interpretation of Technical Data" in Semester 1 of the Communication Skills paper be replaced with Phonetics in the next revision of syllabus for the academic year 2021-22.
8. It was suggested that the theoretical component of the Business Communication paper be reduced so that the 4 units in the BC syllabus could be rearranged as: Unit 1: Theory, Unit 2: Grammar (a new suggestion) and Unit 3: Applied Component i.e. Letters, Report Writing, Business Proposals etc.
9. The merits of having two online tests per semester of 20 marks each were also pointed out as a means of streamlining the examination and assessment system.
10. The merits of a Language Lab were discussed and it was pointed out that:
 - i. A Lab space would be required with minimum seating for 25 students.
 - ii. The number of tutorials for both BA and BCom would have to be increased.
 - iii. The workload would commensurately increase which means the Department would need additional hands.
 - iv. Most of the members agreed that the idea of a Language Lab is largely redundant.
11. Dr. Neeta Chakravarty promised to share the details of an industry expert to run a Value-added course for students as an attempt at a fruitful exercise in Industry-academia collaboration as a paid course.
12. Ms. Mythili Mukundharajan promised to share the details of an industry expert (English for Employability by TOI) to run a Value-added course for students that would be free of charge.
13. Ms. Lakshmi Pillai promised to share the details of the service provider of the Language Lab at VSIT College. She also recorded her new email ID (lakshmi.pillai@vsit.edu.in) for future correspondence.

Lakshmi

29.01.2020

Dr. Lakshmi Muthukumar, Chairperson and Head, Dept. of English



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Minutes of the Hindi Board of Studies Meeting held on Thursday, 3rd
September 2020
At 2:00 pm

1. The Head of the Department of Hindi and Chairperson of the BOS, Mr. Dinesh Pathak welcomed and introduced the members of the Board of Studies.
2. The syllabus and online evaluation pattern proposed was scrutinized and discussed by the members.
3. Online Teaching methods were discussed and it was decided that till the college reopens and situation becomes normal on line teaching method will be used for lectures and conducting examinations .
4. Dr Mithilesh Sharma and Dr Usha Mishra suggested MCQ and Assignment pattern for various Internal examination.
5. It was suggested to increase the weightage for objective questions in the evaluation pattern for internal examination.
6. Various teaching objectives and learning outcomes were discussed with the BOS members ..
7. The Hindi Board of Studies Meeting approved the Various teaching objectives and learning outcomes for the FY, SY and TY papers.
8. The Meeting also approved Moderators list.
9. The meeting concluded with vote of thanks by the Chairperson.
10. The meeting was attended by the following members:
 - i. Mr. Dinesh Pathak
 - ii. Dr. Shaileshkumar Dubey
 - iii. Dr. Sunita Sakhare
 - iv. Dr. Usha Mishra
 - v. Mr. Navendu Bajpai
 - vi. Mr. Ashok Gupta
 - vii. Dr. Mithilesh Sharma



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Department of History

Minutes of the meeting held on 29th September, 2020 at 16:30 pm to 18:30 pm on Google meet.

Members present for the BOS:

1. Mohsina Mukadam
2. Manjiri Bhalerao
3. Anuja Joshi
4. Steffi Noronha
5. Meherjyoti Bade
6. Varsha Muley- HOD History

Prof. Manjiri Kamat was granted the leave of absence on her request as she was occupied with urgent University Work. Dr. Kamat had send the request mail regarding it.

Topics discussed in the meeting

Project based courses:

- Online based courses to be given to student's example Gazetteers, Museums, Galleries, Iconography and sculptures.
- Prepare virtual tours in museology.
- Value added courses from online.
- Book review of e-books.
- Having senior students as mentors for the projects.
- No of participating will help in deciding the cost fees of the course.
- Many organizations are having online lectures which are free so students should be encouraged to join and ask them to give a review of the lecture.
- Lectures should be organized in context to the current syllabus to help students to pursue further studies in the same.
- Paid courses like UPSC training, law courses should also be introduced job oriented.

Syllabus Change Suggestion:



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- Step by step change suggestion was given was so first for FY Ba followed by SY and then TY so that there is an alignment with the TY.
- Chronological bifurcation: Modern India Semester I: 1857 to 1947 Semester II: 1947 to 1964 Post this period to be added in Ty syllabus.
- Role of Maratha in National history and gradually moving to National movement
- Deccan and South India
- Thematically period wise
- Sem I: Maharashtra (Ancient & Medieval period) Sem II: Mumbai uptill 1818 Geography, Sources, Rock cut caves, Dynastic history, Socio- Cultural uptill Yadavas and Shilaharas, Culinary history, oral traditions, Architecture (forts).
- Titles suggested "Making of Maharashtra" (Background for the Ty paper), "Maharashtra: An Overview" (Ancient & Medieval period) Early period, Glimpses of Maharashtra, Introduction to Mumbai.
- PCO: combine the regional and local history.
- Labour movement and mills, Bollywood, Communities who made Mumbai. Forts of Mumbai, Architecture of Mumbai.

.....

Verusha muley, MOD History



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Department of Philosophy

Minutes of the BOS online meeting

held on Tuesday, 1st September, 2020 on Microsoft Teams Platform.

1. The meeting was scheduled at 11:30 am, it started on time and 7 members attended.
2. Leave of Absence was sanctioned to Mr. Suresh Nair, Professional expert from industry.
3. Course Learning outcomes was shared with members to review for all the classes and their valuable suggestions have been incorporated.
4. For the current batch of students some suggestions were taken for assessing their performances during the online teaching-learning, for which
 - Prof. Geeta Ramana and Dr. Vatsala Pai unanimously suggested for a module in SYBA COR Reference materials on Inter-cultural studies literature to sight articles.
 - a suggestion in Formal Logic: One module on Nyaya Logic (Indian Logic).
 - another suggestion for Assignment topic as Philosophical Basis of Gita.
 - for assignment/project in Philosophy of Religion it was suggested article review, documentary/video review, small assignments.
5. Syllabus Revision for 2021-2022 was discussed for select courses
 - in all the papers across all classes, it was notified to the members that from 4 units it will be changed to 4 modules.
 - in FYBA – rethinking on title of the paper from the existing Moral Philosophy to Introduction to Ethics and Moral Reasoning was stated. To which Dr. Sebastian brought to the members notice that moral reasoning as part of the main title of the paper in the present time is dealt within the domain of Psychology. And it was well argued that Philosophy engages with Prescriptive Ethics, hence we retain the title as Introduction to Ethics. In this new retitled paper the course content was to be retained as it is in the modules.
 - in SYBA –all papers with little reshuffling of the modules are to be incorporated was conveyed to the members
 - in TYBA Living Ethical Issues the first module titled as Religious attitude towards Environment it was notified that as sub-topic (a) Jaina/ Buddhists' view and (b) African view shall be incorporated.
 - the other papers in TYBA were to retain the same content was communicated to the members.
6. Dr. Uma Shankar, Chairperson also informed the members about more topics and reviewing of the whole shall continue through-out the year. Once all changes are incorporated an email with the new syllabus copy shall be sent through email to all its members. So that during the next BOS Meeting the revised syllabus can be ratified once again.

Dr. Uma Maheswari Shankar
Chairperson, BOS & Head,
Department of Philosophy




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DEPARTMENT OF BIOCHEMISTRY

Agenda for the fourth Board of Studies meeting scheduled on 15th September 2020.

Time: 3.00 pm

1. Approval of the minutes of the third meeting of BOS in Biochemistry held on 29th Jan. 2020.
2. Approval and ratification of the changes proposed in TYBSc 3 Units Biochemistry syllabus to be implemented from academic year 2020-21.
3. Approval and ratification of MSc Biochemistry syllabus (No major changes are proposed)
4. Any other matter



J. J. J.
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Date: 25th June 2020

NOTICE

The BOS meeting of Department of Botany will be held on Thursday, 9th July 2020 at 11.00a.m. through online platform of MS – Teams, to consider:

AGENDA

- a. To review and approve the minutes of the previous meeting
- b. To review the revised syllabi for UG and PG courses
- c. To get suggestion for conducting online practicals
- d. To decide the code of conduct for M.Sc. desertion
- e. Any other point with the permission of the Chair



(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany



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Date: 09/07/2020


MINUTES OF THE BOS MEETING IN BOTANY

The minutes for the meeting of BOS in the Department of Botany, held on Thursday, 9th July 2020 at 11.00 a.m. through online platform of MS – Teams are as follows:

1. The meeting was attended by all (Fifteen) BOS members including internal and external members.
2. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
3. **Agenda No. 2: To review the revised syllabi for UG and PG courses** – The committee reviewed the revised syllabi in detail and appreciated the minor changes made by the department as per the suggestions given by the BOS panel in the previous meeting.
4. **Agenda No. 3: To get suggestion for conducting online practicals** – The panel suggested that while conducting online practicals, innovative methods like use of blended pattern of teaching and learning, group project work, home assignments, effective use of google classroom need to be used to develop interest about the topic amongst the students.
5. **Agenda No. 3: To decide the code of conduct for M.Sc. desertion** – The panel suggested that the M.Sc. students should be given small projects which are easy and safe to perform at small scale level in this pandemic period. It can also be a survey-based project where the students can gather information locally and analyse. It was also suggested that presentation of five research paper reviews per students along with viva can be considered as an alternative for submission of M.Sc. dissertation.
6. **Agenda No. 4: Any other point with the permission of the Chair** – The panel also stressed that one has to be flexible and must be able to reach out to the student in whatever way possible so that the students would not get deprived from getting the opportunity of good learning experience.
7. The proposed syllabi with amendments for undergraduate and post-graduate classes for the academic year 2020 – 21 were approved and passed by the panel.



(Dr. Mahavir Gosavi)
Chairperson & HOD, Botany



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Date: 2nd November 2020

NOTICE

The BOS meeting of Department of Botany will be held on Friday, 20th November 2020 at 4.00 p.m. through online platform of MS – Teams, to consider:

AGENDA

- a. To review and approve the minutes of the previous meeting
- b. To review the implementation of the revised syllabi for UG and PG courses
- c. To get suggestion regarding online examination pattern
- d. Any other point with the permission of the Chair



(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany



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Date: 20/11/2020

MINUTES OF THE BOS MEETING IN BOTANY

The minutes for the meeting of BOS in the Department of Botany, held on Friday, 20th November 2020 at 4.00 p.m. through online platform of MS – Teams are as follows:

1. The meeting was attended by 12 members including internal and external members.
2. Leave of Absence was sanctioned to 1) Dr. Himanshu Dawda, Principle, R. J. College, Ghatkopar 2) Dr. R. M. Mullani, Prof. in Botany & Director, School of Life Sciences, SRTM University, Nanded, 3) Dr. Deepak Sohoni, Sr. Manager, Regulatory Affairs, Wockhardt Ltd., BKC.
3. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
4. **Agenda No. 2: To review the implementation of the syllabi for UG and PG courses** – The committee reviewed the execution of the revised syllabi for UG and PG courses and appreciated the efforts taken by the staff for online teaching.
5. **Agenda No. 3: To get suggestion regarding online examination pattern** – The panel suggested that blended methods can be opted for conducting practical examinations. It was suggested that at FYBSc level where the number of students is more, practical exams can be conducted using MCQ pattern through google forms. At SYBSc level, blended method of 50 percent MCQ and 50% Viva based examination may be taken and for TYBSc level, only viva-based examination may be conducted. While conducting Viva based examination, more importance should be given to application, principle, economic importance, correct labelling of the diagrams, etc.
6. **Agenda No. 4: Any other point with the permission of the Chair** – The expert panel advised that one has to be innovative in every possible way to minimise the constraints in this pandemic times and work towards the betterment of student community.



(Dr. Mahavir Gosavi)
Chairperson & HOD, Botany



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Minutes of the meeting of Board of Studies in Biochemistry held on 15th September 2020 at 3.00 pm via virtual platform, Microsoft Teams

- Due to COVID pandemic and subsequent lockdown, BOS meeting was conducted virtually using Microsoft Teams platform.
- BOS members present: Dr. Deepali Kothekar, Dr. Sandhya Nambiar, Ms. Suveera Bellary, Dr. Laxmi Ananthanarayan, Dr. Chinmoyee Vatsyayan, Dr. Nandita Mangalore, Mr. Chirag Jasani and Dr. Anita Nadkarni.
- Dr Debjani Dasgupta and Dr. Kripa Murzello could not attend because of prior commitments.
- The agenda for the meeting was e-mailed prior to the meeting.
- The minutes of the previous BOS held on 29th January 2020, were shared on the screen and subsequently approved by the members (point 1 of the agenda).
- As per the suggestion of the members in the previous BOS meet, the department had taken student's feedback on the curriculum. The feed-back in the form of a questionnaire (google form) was collected from students of TYBSc at the end of sem VI and MSc at the end of sem II and sem IV. The chairperson presented an analysis of the feed-back and the members deliberated on the same. (point 2 of the agenda).
- As per the agenda (point no 3), changes proposed in the TYBSc Theory and Practical syllabus were reviewed, discussed at length and approved.

Changes approved were:

Adding 'Introduction to pharmaceutical Biochemistry' as unit 3 in paper 2 of semester 6.

Shifting 'Chromatography' unit from sem 6 to sem 5 and clubbing it with 'Spectroscopy'.

Shifting 'Centrifugation' unit from sem 5 to semester 6 along with 'Electrophoresis'

- As per the agenda (point 3), no changes were proposed in the MSc theory and practical syllabus and was approved to be continued without change.
- Dr. Chinmoyee Vatsyayan and other members suggested that certain basic concepts be assigned to the students as guided self-study in order to ensure completion of syllabus and to do justice to the newer/advance concepts.
- Dr. Nandita Mangalore suggested that, activities like Group Discussions and Oral Presentations be promoted and encouraged to stimulate learner's critical thinking and to inculcate reading habit.
- Dr. Laxmi Ananthanarayan pointed the importance of instilling the spirit of entrepreneurship in young minds.
- Mr Chirag Jasani suggested active involvement of alumni in mentoring the students with respect to training for competitive exams, corporate skill enhancement, increasing scientific acumen and internships.

The meeting concluded at 6.22 pm with a thank you note by the chairperson.

Dr Deepali Kothekar
Chairperson- BOS in Biochemistry

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Department of Chemistry

Meeting of the Board of Studies (UG and PG) held on 27.07.2020

Minutes of the meeting

An online meeting of the Board of Studies (BOS) of Department of Chemistry, SIES College of Arts, Science and Commerce, Sion (W) was held on Friday, 27th July 2020 using Microsoft Team Platform. The meeting was attended online by five external members. The external members reviewed the UG and PG syllabus, the suggestions and comments given by the members are as follows:

Dr. Gomathi Sridhar and Dr. Lakshmy Ravishankar discussed regarding learning outcomes. Dr. George Abraham emphasized that laboratory practices will be introduced at various levels in the revised UG syllabus.

Dr. Lakshmy Ravishankar suggested the following points with regards to syllabus:

- shift conformation of aliphatic and alicyclic compounds to second year so that there is a continuous teaching of stereochemistry across all three years of UG course
- all the spectroscopic techniques should be clubbed together in a single unit in the same semester.
- Influence of hybridization on bond properties (as applicable to ethane, ethene, ethyne) should be generalized so that the students will be able to relate properties to the kind of hybridization
- Wittig reaction to be removed from SYBSc syllabus as it is also taught under mechanism in TYBSc.
- Include spectroscopy as a 3 unit syllabus component instead of stereochemistry.
- MSc-I Semester II title needs to be changed from Physical Organic Chemistry.
- Synthesis of Citral should be included as an application of pericyclic reactions and not under sigmatropic rearrangement

Dr. Nandita Madhvan and Dr. Archana Bahuguna suggested to take up Mathematics and few concepts of statistics as a bridge course in FYBSc and SYBSc, for Chemistry students.

Dr. Archana Bahuguna suggested to introduce basic concepts of pharmaceutical analysis, Quality control and integrity of data analysis in PG syllabus.


Shekhar Aiyar
Ch.D.




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DEPARTMENT of MATHEMATICS

SUBJECT: MINUTES OF THE MEETING OF THE BOARD OF STUDIES IN MATHEMATICS HELD VIRTUALLY VIA MSTEAMS ON THURSDAY, 29th OCTOBER 2020 @ 4.30 P.M.

The following members were present for the meeting:

- 1) Ms Asha Venkatramana [Head of Dept)
- 2) Ms.Rekha Watve Paradkar[Faculty]
- 3) Ms Geeta paluskar[Faculty]
- 4) Ms Vaishali Falnikar[Faculty]
- 5) Ms. Surjeet Kaur[Faculty]
- 6) Mr.Anoop Verghese[Faculty]
- 7) Dr. Ajit Kumar[HOD Mathematics@ICT Mumbai]
- 8) Dr. Anisa [Faculty @IISER,Pune]
- 9) Dr. V.V Hemasundar [Faculty@SIWS College,Mumbai]
- 10) Ms. Shruthi Subhash [Faculty@ NMIMS College of Engineering]

At the onset, the HOD welcomed the members to the BOS meeting and having confirmed the quorum of the meeting, the agenda of the meeting was taken up for discussion.

- 1) Minor changes in FYBCom syllabus of Mathematical and Statistical Techniques were suggested by the faculty members which were approved unanimously.
- 2) Certain topics in FYBSc Paper-1 And 2 were also shuffled as per the recommendations of Dr.Ajit Kumar and Dr.Hemasundar
- 3) Certain changes were made in the Internal Evaluation pattern to suit the present online mode of teaching -learning




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4) Since the HOD would be retiring from services at the end of the first term, choice of elective paper for TYBSc came up for discussion during the meeting. Various suggestions on different topics were made. At the end it was decided to develop the course in these topics for further deliberation.

The meeting ended with vote of thanks and a virtual group photograph.

HOD Mathematics

T Asha Venkataramana

Gesto Palaskar



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MINUTES OF THE BOARD OF STUDIES MEETING IN MICROBIOLOGY, HELD ON 8/8/2020 AT 4.00PM ON GOOGLE MEET

The Board of studies meeting in the subject of Microbiology was held on 8th Aug 2020 at 4.00pm on Google meet, a virtual platform

The following members were present for the same:

1. Dr AJaykumar Jadhav
2. Dr Girish Kukreja
3. Dr Prafulla Ranadive
4. Dr Lolly Jai
5. Dr Unnati Padalia
6. Mr Sachin Rajgopalan
7. Mrs Seema Ronghe
8. Dr Manju Phadke
9. Dr Pramod Ghogare
10. Ms Carol Braggs
11. Ms Deepka Tambe
12. Ms. Flevia Anthony
13. Ms Heera Azmi

Agenda:

- Discussion on Programme objectives, Programm specific objectives and Course Outcomes
- Conduct of regular practicals in this semester
- Reduction of syllabus by 15-20% (for self study) and approval of BOS for the same
- MSc dissertations

Mrs. Seema Ronghe, HOD Dept of Microbiology, welcomed all the invited guests to the online meeting. She further informed the Board that there was no major change in the syllabus.

Dr Pramod shared the course objectives written down by the department members. Dr Lolly Jain and Dr Unnati Padalia suggested some minor changes in the same. Mr Sachin Rajgopalan suggested that Practical should be considered as a separate paper and one Course Outcome should be there for each Practical paper.

Dr Prafulla Ranadive suggested that a unit or a topic on nCOV 2 should be included in the syllabus, to which Mrs Seem Ronghe opined that since there is no documented referenc available on NCOV 2, it will be difficult to include it in the syllabus, for lack of references. However, she further stated that it could ne included in the next Syllabus revision, in the year 2021.

The Board members agreed in principle for the reduction of 15-20% of the syllabus and mark it for self study.

Mr Sachin Rajgopalan suggested that a unit on emerging viral infections should be added to the Msc syllabus. He further stated that the entire MSC syllabus should be revised keepin in mind the current scenario. Techniques like CRISPR need to be added to the syllabus. He further suggested that the

Ghogare

HEAD OF THE DEPARTMENT OF MICRO-BIOLOGY
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revision should be based on the MSC syllabus of Mumbai University, which is now updated with the current trends in the subject of Microbiology and applied areas. He further stated that it is now an era of Systems Biology and Synthetic biology. Dr Lolly Jain agreed with Mr Sachin on this issue.

Mrs Seema Ronghe, invited suggestions for the conduct of Practicals from the board, keeping in mind the current situation of social distancing due to the pandemic.

Dr Manju Phadke invited suggestions regarding the use of virtual laboratories in the subject of Microbiology. Dr Lolly Jain suggested the use of the virtual platform developed by Amruta University, for estimations of biomolecules, a practical in SYBSC curriculum. Dr Unnati Padalia suggested the use of JOVE, Journal of Virtual experimentation and suggested to use this time for teaching calculations in practicals. Dr Girish Kukreja offered to share the videos developed by him for practicals. Dr Randive informed the board that there are a lot of online videos available on molecular biology which can be shown to the students.

Dr Pramod asked about the status of TYBSc exams in Ruia and Somaiyya colleges, both autonomous. He was informed by Mr Sachin that TYBSC exams were conducted in Ruia college before the lockdown.

Dr Manju Phadke invited suggestions from the board regarding the type of topics that could be used for MSC dissertations. She invited suggestions on topics where more of in silico work could be done in comparison to wet lab work. Mr Sachin and Dr Lolly suggested the name of Mr Tejas Chirmude, to conduct an online course on Bioinformatics, however, Mrs Seema Ronghe informed the board that his fees were quite high and may be unaffordable for students. Dr Prafulla Ranadive suggested to include projects that were based on Biostatistics, where the students could analyse results or data obtained from the industry. Dr Manju Phadke inquired the status of MSC dissertations in Somaiyya college and was informed by Dr Padalia that Somaiyya college had scrapped the MSC dissertations and had introduced theory based papers whereas Ruia college had introduced Industrial training for a period of six months. No decision was made on the MSC projects.

The meeting ended with a formal vote of thanks given by Mrs Seema Ronghe.


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FYBSc Board of Studies (BOS)- Minutes of the meeting on 26 May 2021

The BOS meeting was held in an attempt to present and gain feedback for the revised syllabus of FYBSc to be implemented from 2021 to 2022.

The meeting was attended by members of the department Prof. Seema Ronghe, Dr. Manju Phadke, Dr. Pramod Ghogare, Ms. Carol Braggs and Ms. Lynn D'Lima. Along with the appointed BOS appointed committee members Dr. Ajay Jadhav, Prof Girish Kukreja, Dr. Prafull Ranadive, Mr. Sachin Rajagopalan, Dr Unnatti Padalia, Dr. Lolly Jain and Dr. Santhini Nair.

The meeting began at 5.05 pm. Mrs. Seema Ronghe welcomed the members.

A brief introduction of the revised syllabus was given. A change in the credit system was introduced.

Dr. Manju Phadke presented the updated syllabus for review.

The committee members gave their valuable suggestions, and these were taken into consideration

Dr. Pramod Ghogare gave the vote of thanks

Suggestions of BOS members were as follows: -

Dr. Unnatti Padalia suggested to add porins in gram positive and Gram-negative bacteria. Incorporation of toxins, virulence factors details, and nosocomial and other infections and details related to immunity. Under the practical section, the removal of certain materials for dry heat sterilization was suggested.

Mr. Sachin Rajagopalan suggested to include the cytoskeleton structures in prokaryotes and differences observed in eukaryotes.

Under microbial nutrition, addition of growth in different conditions and an introduction to Viable But Non Culturable cells was suggested. To also introduce students to logarithmic values for plotting the growth curve graph

Dr. Lolly Jain requested for a suitable title for some Papers. A rearrangement of topics for better connectivity was suggested. To include microbial fuel cell in biotechnology. Mention of demo experiments wherever necessary.

Dr. Prafull Ranadive asked to include efficiency of autoclave using spore strips in practical's.

Dr. Santhini Nair gave her inputs on cultivation of anaerobes.

mphadke

Head

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Notice & Agenda

1st August, 2020

1. Mr. Vinod Menon (Chairman)
2. Mr. Kiran Nabar
3. Mr. Swapnil Jawkar
4. Mr. Anand Ambardekar
5. Dr. Vishal Dev Ashok
6. Dr. Vinita Dhulia
7. Dr. Vivek Parkar
8. Dr. Ameeya Bhagwat
9. Mr. Sukhetu Shah
10. Dr. Kamal Bhatia
11. Ms. Pratibha Pai

Dear Sir / Madam,

Greetings from SIES!

It has been two years since the UGC conferred autonomous status to our College under the University of Mumbai.

As per the Statutes of Autonomous College, every Department is required to conduct a yearly meeting of the Board of Studies. I wish to invite you for the online meeting to be held on Saturday, 8th August 2020 at 2:30 pm on MS Teams platform.

I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:

1. To discuss the modalities for conducting on-line lectures and evaluation due to Covid-19 pandemic.
2. To discuss broad framework for revision of Syllabi from academic year 21-22.
3. Any other matter

Thanking you,

Sincerely,

Kiran Nabar

for Mr. Vinod Menon
Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, West, Mumbai 400 022

page 1 of 3



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Physics Department

Minutes of the BOS (Physics) meeting held on 08.08.2020 :

BOS (Physics) online meeting was held on Saturday, 8th August 2020 at 2:30 pm on MS Teams platform.

1. The meeting was attended by all 11 members of BOS .
2. Chairperson and Head of Physics Department Mr. Vinod Menon welcomed all the BOS members present in the meeting.
3. Minutes of the BOS Meeting held on 01-02-2020 were read and confirmed.
4. **Point no. 1 : To discuss the modalities for conducting on-line lectures and evaluation due to Covid-19 pandemic:**

Chairman Mr. Vinod Menon appraised the members that till the Colleges are permitted to hold classroom lectures, online lectures will be conducted on MS-Teams platform. College Management has made arrangement for software and infrastructure required for conducting online lectures.

All faculty members have attended a number of online workshops and webinars to equip themselves for online delivery of lectures. Department has also made preparations for online demonstrations of experiments from the laboratory part of the courses.

Dr. Vivek and Dr. Vinita suggested some e-resources for experiments.

5. **Point no. 2 : To discuss broad framework for revision of Syllabi from academic year 21-22.:**

Mr. Menon explained that the initial plan of revision of F.Y.B.Sc. syllabus has been deferred by 1 year due to the current pandemic situation. All departments in the college have taken a decision not to implement revision of syllabi for the year 2020-21.

Chairperson informed that a lot of ground work has been done by the department to prepare the framework of Physics syllabi at UG and PG levels during the lock-down period. He assured the members that there will be thorough discussions in the BOS meetings before finalizing the curricula. All the members assured their support in the endeavor.




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6. Point no 3: Any other points :

Chairperson informed the members that the first batch of students enrolled for the add-on course in Astronomy has completed the course work. Due to the lock-down their valedictory function is yet to be concluded.

Date: 08.08.2020

for Chair person

Attendance of BOS Meeting held on 08/08/2020 at 2.30 pm

MS TEAMS

Full Name	User Action	Timestamp
Vishal Ashok	Joined	"8/8/2020, 2:58:01 PM"
Vinod Menon	Joined before	"8/8/2020, 2:58:01 PM"
Swapnil Jawkar	Joined before	"8/8/2020, 2:58:01 PM"
Kiran Nabar	Joined before	"8/8/2020, 2:58:01 PM"
Maheshwar Falake	Joined before	"8/8/2020, 2:58:01 PM"
Aarti Muley	Joined before	"8/8/2020, 2:58:01 PM"
Seema Jadhav	Joined before	"8/8/2020, 2:58:01 PM"
Suketu Shah	Joined before	"8/8/2020, 2:58:01 PM"
Pratibha Pai	Joined before	"8/8/2020, 2:58:01 PM"
Vivek Parkar	Joined before	"8/8/2020, 2:58:01 PM"
Kamal	Joined before	"8/8/2020, 2:58:01 PM"
Dr.Vinita Dhulia (Guest)	Joined before	"8/8/2020, 2:58:01 PM"
Ameeya Bhagwat	Joined before	"8/8/2020, 2:58:01 PM"



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Minutes of the meeting of BOS of the Department of Statistics held on 12th September 2020 at 11 am.

1. The meeting was attended by 6 External and 5 Internal members.
2. Syllabi of First year, Second Year & Third year was discussed. No changes were made.
3. The committee approved the following:
 - a) It was decided that in Semesters 5 & 6, marks of Viva and Journal shall be reduced to 10 each.
 - b) In Semester 5, 20 Marks to be allotted for Paper review.
 - c) In Semester 6, 20 Marks to be allotted for Project on Machine Learning.

Date: 12/09/2020


Chair person




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Minutes of the meeting of the Board of Studies in Zoology

The online meeting (virtual) of the Board of Studies in Zoology, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai was held on Friday, 28th August 2020 at 3:00 pm by using the Microsoft Teams Platform.

The agenda for the meeting was as follows:

- Approval of the revised syllabus for T.Y.BSc. in the subject of Zoology and Fishery Biology (Applied Component)
- Discussion regarding Learning Objectives, Program Specific Outcomes and Course Outcomes
- Review of the teaching, learning and evaluation pedagogy under the current prevailing and challenging circumstances for this academic year 2020-21.

Members of the Board of Studies in Zoology

1. **Dr. Satish Sarfare** - Head, Department of Zoology (Faculty, SIES College)
 2. **Mr. Pushparaj Shetty** – Faculty (Member) Department of Zoology (Faculty, SIES College)
 3. **Dr. Rupali Vaity** – Faculty (Member) Department of Zoology (Faculty, SIES College)
 4. **Mr. Madhavan Gopalan** – Faculty (Member) Department of Zoology (Faculty, SIES College)
 5. **Dr. Aditya Akerkar** – Faculty (Member) Department of Zoology (Faculty, SIES College)
 6. **Dr. Chhaya Pause** – Professor and Head, Department of Zoology, Principal, M.D College, Parel (Vice Chancellor's Nominee)
 7. **Dr. Manoj Mahimkar** – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
 8. **Mr. Kedar Gore** – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
 9. **Dr. Sasikumar Menon** – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the Principal).
 10. **Ms. Uma Bandekar** – Currently working with IQVIA as Centralized Monitoring Lead (University Merit Ranker/ 1st position, one postgraduate meritorious alumnus to be nominated by the Principal)
- Dr. Manoj Mahimkar and Dr. Sasikumar Menon could not attend the meeting due to prior commitments, and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them. However, Dr. Menon and Dr. Mahimkar gave valuable inputs via email/telephonic conversation which have been attached as addendum to the minutes.

Minutes:

The Discussion on the TYBSc syllabus started with a brief review about the previous meet with the display of revised syllabus for the academic year 2020-21.

Key points:

- Utilization of Online Study tools and materials.
- Insistence on self-study during the current scenario.
- Demonstrations of the basic practical
- Emphasis on programme specific outcomes at institutional level in addition to learning objectives
- All round development of the learners in terms of knowledge impregnated, to instill skill competency, develop a research aptitude, Job placements and engendering entrepreneurial ideas.
- Discussion on the Modified Applied Component (Fishery Biology) Syllabus coursework
- Online Accession to College library and BNHS Journals
- Encouraging students to watch educational wildlife and Zoogeography based Web/TV series that would help them understand the animal behavior better.
- Exploring an alternative to distant field visit in the current scenario
- Skeleton of MSc. I syllabus to be readied before the next meet.



Comments and Suggestions of Board Members during the meeting:

Mr. Kedar Gore

- Emphasized encouraging students to self-study and utilize the ample amount of time available to them during the pandemic.
- Affirmed the need to complete the part of the syllabus which can be handled online.
- Shared an information regarding the way to get an accession to BNHS library
- Suggested Wildlife series by Sir David Attenborough on BBC, a suitable alternative within the means to study the animal behavior in the current situation
- To hold a group discussion over the topics to incorporate the culture of peer sharing and learning.
- Discussed, reiterating the importance of visiting fish landing sites already otherwise incorporated in the syllabus.

Professor (Dr.) Chhaya Panse

- Acknowledged the postponement of MSc. I Syllabus revision
- Spoke about field visits after the college reopens and about the Night Fish market running in the Vasai which commercially attracts lot of tie-ups from the hoteliers.

Ms. Uma Bandekar

- Spoke about demonstration of certain basic practical online and videos to be shared with students as the cloud resources.

Dr. Satish Sarfare

- Discussed about the flexibility on the course curricula so as to do maximum justice to the topic.
- Spoke about programme specific objectives and course outcome. Asserting the gist will be made available to the Board of studies shortly to ratify the same.
- Mentioned about course outcome, its mission and its alignment with the objectives to generate skills, research aptitude and entrepreneurial ideas.
- Reiterating not much has been deliberated over the Applied Component syllabus since as much of it retained, was required.
- Drawing out comparison, stated the structure of the curricula is at par with TYBSc Mumbai University syllabus and also with other non-Autonomous colleges.
- Averred the postponement of the MSc. I syllabus
- Propounded about revised Skeleton and Rough draft of the same for the academic year 2021-22 be ready before the next meet.
- Ideated incorporation of certain new topics which is relevant now into the revised syllabus.
- Mentioned about Open Education Resources including Simulation and videos already in use.
- Spoke about ongoing college/ departmental initiative and emphasis to connect the students to the college library and BNHS Journals.
- Commended the Nature Club's initiative over carrying out informative lecture series by the experts regularly
- Mentioned how Fishery Biology as an applied component has had a reach beyond Zoology.
- Particularly, Spoke about Dr. Aditya Akerkar's initiative in running the certificate course on Aqua scaping outstretched to the students from other subject streams.
- Highlighted departments ingenuity in carrying out field visits of TYBSc students (applied component) undertaken with the Seniors of Oceanography specialization setting out an excellent example of peer sharing and learning.

Dr. Rupali Vaity

- Elaborated about the how the survey related to the Health of the Fishermen community in the Thane and Mumbai was carried out, under her guidance.

Mr. Madhavan Gopalan

- Mentioned about Dr. Rupali Vaity's Fishermen Community survey report as a part of outreach programme.



A handwritten signature in blue ink, appearing to be "Sud", written over the printed name of the Principal.

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Dr. Aditya Akerkar

- Reiterated that students visit to Fish Market as a part of syllabus activity
- Acknowledged the idea of Exploring the Night fish Market.

Addendum to the minutes (inputs by Dr. Menon via email and Dr. Mahimkar via telephonic conversation)

We need to take into consideration the following points:

- All students are not equally successful in get good connectivity for online teaching
- All students may not have good smart phones.
- Some students may not have electricity in their native homes, where they may be due to lockdown.
- The environment at the student's home may not be conducive for the online meet.
- The noise in the background and the camera of the mobile may not as good as what is needed.

Suggestions for the online teaching during lockdown are as follows:

- Keep only three lectures per day of one hour each.
- Give assignments every alternate lecture on some topic that will help them in prior reading.
- Give MCQ test after every topic is completed using Google form.
- Give short answer and long answer questions or essay topics using Google form
- Give analytical questions where the student has to search for answers and then apply their own words.
- Provide open book tests using some paper, note, or article on the related topic.
- The following sites may be used for the students to search to study animal behaviour and evaluation;

www.ocearch.org; www.pacificwhales.org; www.eagles.org

- The students should be provided e-journals in the form of google documents which should be shared between on student and one teacher.
- the student can go on updating entries in E- journal and the teacher can review every week.
- The allotment of teachers should be as per the practical batches.
- All identification practicals can be immediately completed.
- All mounting practicals can be shown by video
- All biochemistry practical can be demonstrated by video and recorded in journals
- Provide different sets of ODs for linearity and samples so that each student gets different concentration results.
- Show videos on related topics and put up MCQs for answering and enter in E Journals as additional practical work.

Conclusion:

The current prevailing and challenging circumstances have indeed brought about a paradigm shift in teaching, learning and evaluation in this academic year 2020-21. Nonetheless, every adversity also brings along exciting opportunities to redefine and reorient existing paedagogies, thereby leading to new insights in academics.

Meeting adjourned at 3.55 pm


Minutes submitted by



Dr. Satish Sarfare
Vice Principal
Head, Department of Zoology
SIES College of Arts, Science and Commerce (Autonomous),
Sion (West), Mumbai – 400 022
Email: satishs@sies.edu.in

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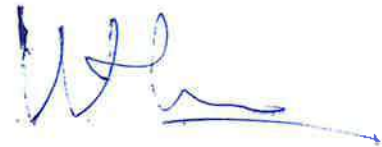

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**Minutes of the Commerce Board of Studies meeting held on 15/09/2020 at
4.00 PM on MS TEAMS.**

1. The meeting started with introduction and welcome speech by the Chairperson.
2. The minutes of the previous BOS meeting was read out by the Chairperson and approved by the members.
3. In the meeting, the Course Objectives were presented, reviewed and approved by the members.
4. It was decided to include online class test and assignment test also as an option for Internal Assessment.
5. It was decided to conduct all evaluations / tests / examinations during lockdown as per the guidelines of the College / University / Government.
6. The meeting concluded with vote of thanks by the Chairperson.
7. The meeting was attended by the following members:

- (i) Mr. Roy Mathew
- (ii) Mrs. Maria Fernandes
- (iii) Mrs. Nitya R. Mahajan
- (iv) CA Avin K. Shah
- (v) Mr. Krishnan Ramchandran
- (vi) Dr. (CA) Seema Gosher
- (vii) Dr. Shobha Dedhia
- (viii) Dr. Kinnarry Thakkar
- (ix) CA Anand Krishnamoorthy
- (x) Dr. N Seetha Lakshmi
- (xi) Mrs. Tushari Vinayak



**Head,
Department of Commerce**



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Sion (West), Mumbai - 400 022.**

NOTICE

The Academic Council meeting is scheduled on Wednesday 25th November 2020 at 11.00 a.m. The meeting shall be via Microsoft teams due to Covid pandemic

10th November 2020

The agenda is

1. To pass the minutes of Academic Council meeting (last) and BOS of the current year
2. To review the new courses
3. To share Autonomy report of the year
4. To review online teaching, examination and evaluation
5. Infra structural repairs and expense
6. Second instalment of RUSA. (plan of expenditure of 1.25cr)
7. Examination report
8. Plans ahead

Member Secretary

Ms.Vaishali Falnikar




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Minutes of the Meeting of Board of Studies in Bioanalytical Sciences

The online meeting (virtual) of the Board of Studies in Bioanalytical Sciences, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai was held on Saturday, 29th August 2020 at 3:00 pm by using the Microsoft Teams Platform.

The agenda for the meeting was as follows:

- Approval of the revised syllabus for M.Sc. Part 2 in the subject of Bioanalytical Sciences
- Deliberation about Internship of the students which was missed due to Covid-19 pandemic and suggestions for appropriate alternatives for the same
- Discussion regarding Learning Objectives, Program Specific Outcomes and Course Outcomes
- Discussion regarding the commencement of M.Sc. Part 1 in the subject of Bioanalytical Sciences
- Review of the Teaching, learning and evaluation pedagogy under the current prevailing and challenging circumstances for this academic year 2020-21.

Board members:

- Dr. Satish Sarfare – Vice Principal, Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College)
- Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
- Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)
- Professor (Dr.) Sunita Shailajan – Department of Botany, Ramnarain Ruia College (Autonomous) (Subject expert and University Nominee)
- Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University)
- Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College)
- Dr. Naomita Dhumé – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
- Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject expert from outside the College)
- Dr. Kamalakar Sonawne – Consultant, Pharmaceutical Industry (Subject expert from outside the College)
- Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
- Dr. Juliet Victoria – Research Scientist, Terravana Group (Post graduate, Alumnus, SIES College)

Dr. Pallavi Roy could not attend the meeting due to prior commitment and had informed in advance about her leave of absence, and therefore, leave of absence was granted for the same.

Minutes

With reference to the approval of the revised syllabus for M.Sc. part 2 in the subject of Bioanalytical Sciences, the comments and suggestions of the respective board members were as follows:

Dr. Sasikumar Menon:

- In unit 404.1 it was suggested to involve case studies, especially about those drugs which have gone out of market due to regulatory rules
- In unit 404.1 involve more of Pharmacokinetics and Pharmacovigilance
- Chemistry component such as significance and chemistry of reagents dyes, buffers be included in Molecular biology topics such as PCR, electrophoresis


Dr. Savita Kulkarni

- In unit 401.2 it was recommended to teach Real Time PCR while studying PCR

Professor (Dr.) Sunita Shailajan

- For Ayush project in Semester 4 it was proposed that students should perform more parameters of Analysis




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- Seminar topics from the syllabus should be decided beforehand. These seminars help to develop soft skills in students

Dr. Naomita Dhume

- M.Sc. students should be given topics for seminars so that the students can understand the topics
- Similar topics such as BABE, GCP and ethical issues can be clubbed together
- A new component of Research Methodology was introduced in Khalsa College in M.Sc. Bioanalytical Sciences

Mr. Hemant Deshpande

- Focus on Practical Training.
- It was suggested that industry looks for experts in the field of Regulatory Affairs, Quality Control,

Pharmacovigilance e.t.c

Dr. Tara Menon

- Agreed about involving more chemistry component in Molecular Biology topics
- Dr. Tara Menon was introduced as one of the coordinators of the Skills DBT program.

Dr. Satish Sarfare

- In unit 401.1 Pharmacokinetics and Pharmacodynamics would be introduced.
- In unit 301.3 of Basic and Regulatory toxicology brief elaboration of topics to be covered was explained
- Practical of 302, more emphasis on the interpretation than actual practical is the need of the hour taking in account of the current pandemic situation
- Submission of proposal of DBT Skill Vigyan program.

With reference to the Internship of the students which was missed due the Covid -19 pandemic and appropriate alternatives for the same, the comments and suggestions of the respective board members were as follows:

Dr. Sasikumar Menon

- Give Assignments based on industries. Students can choose a particular industry and prepare a PowerPoint presentation on what is a new product launched by that industry, what are the management strategies, what regulatory guidelines is that industry is following. Viva would be based on the presentation.
- Students can research a project which an industry environment needs.
- Let students complete term and exam (according to university rule) additional training not added in semester work

Dr. Savita Kulkarni

- Students can consider the Biological part of COVID 19 project. Students can write a review on vaccine development which can be made into a report and viva can be based on the report.

Professor (Dr.) Sunita Shailajan

- Student can suggest topics or areas of their interest or what they would like to learn and make presentations based on the same
- Students can work with Ph.D. students for research projects

Dr. Naomita Dhume

- Projects based on orientation of the students. Choices based on their aptitudes.
- Projects based on diagnostic labs, research institutes
- After semester 4, send students for industrial training

Dr. Juliet Victoria

- Many Industries come up with problems of separation, students can come up with possible strategies and research-based approach to solve these types of problems

Dr. Satish Sarfare

- Emphasis should be on the experience of industrial training of 3-4 months
- There should be some compensate of industrial training

Dr. Ajit Datar

- Finish theory of semester 4 by end of January and start industrial training from February onwards
- Students can be given option to choose industry or testing labs near their house.
- Regulatory data analysis of the given regulatory data can be analyzed from home (Work From Home)
- Assisting a Ph.D. scholar for research project work



[Signature]
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With reference to the discussion regarding inclusion and integration of Learning Objectives, Program Specific Outcomes and Course Outcomes into the curriculum, the comments and suggestions of the respective board members were as follows:

Dr. Satish Sarfare

- Informed that as per the notification of NAAC in December 2019 every course should include learning objectives, program specific outcomes and course outcomes.

Dr. Sasikumar Menon

- Recommended that syllabus should include learning objectives, program specific outcomes and course outcomes

With reference to the discussion on commencement of M.Sc Part 1, the comments and suggestions of the respective board members were as follows:

Dr. Satish Sarfare

- As per the circular from University, the colleges will have to conduct the semester end year exams of previous year and thereafter, admission to M.Sc. part 1 will start after the declaration of results of T.Y.B.Sc.

With reference to review of teaching, learning and evaluation pedagogy under the current prevailing and challenging circumstances for this academic year 2020-21, the comments and suggestions of the respective board members were as follows:

Dr. Satish Sarfare

- Suggested that board members to allow institution to complete about 75% of the syllabus in current lockdown scenario
- Students are given topics for seminars from the syllabus as a part of internal evaluation

Dr. Ajit Datar

- Agreed that about 80-85% of the topics of syllabus be covered by the institution, rest of the topics can be given by students as webinars and students can learn from the topics given to them

Professor (Dr.) Sunita Shailajan

- Suggested that after taking a review of the existing conditions and taking a feedback from students, the Board of Studies can meet after few months to evaluate the current situation.

Conclusion:

The current prevailing and challenging circumstances have indeed brought about a paradigm shift in teaching, learning and evaluation in this academic year 2020-21. Nonetheless, every adversity also brings along exciting opportunities to redefine and reorient existing pedagogies, thereby leading to new insights in academics.

Meeting adjourned at 4:30 pm

Minutes submitted by



Dr. Satish Sarfare

Vice Principal

Coordinator, Bioanalytical Sciences

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DEPARTMENT OF BIOTECHNOLOGY

Board of Studies – Minutes of the meeting

Date : 07.09.2020

Time : 3.00 PM

The board of studies meeting was conducted Online using MS Teams Platform at 3.00 PM on 07th Sept, 2020 for reviewing the FYBSc, SYBSc, TYBSc, M.Sc. part I and II autonomous syllabus (2020-21).

The meeting was attended by Dr. Savita Kulkarni (Associate Professor, Department of Life Sciences, HBNI, Anushakti Nagar), Dr. Deepali Karkhanis (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University), Dr. Varsha Kelkar-Mane (Head, Department of Biotechnology, University of Mumbai), Dr. Swati Jadhav (Scientist, Advanced Enzymes), Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N Khalsa College, Matunga), Mr. Nikhil Kadlag (PhD Scholar, ICT, Mumbai), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department.

The session was initiated by Dr. Tara Menon, who welcomed the members and read out agenda of the current BOS and minutes of the meeting of previous BOS meeting held on 31st Jan, 2020. The session started with discussion of the undergraduate syllabus by Dr. Subi Yoosuf. No changes were suggested by the members for existing FYBSc and SYBSc theory syllabus. In the TYBSc syllabus, Dr. Varsha Kelkar suggested the deletion of certain units from the topic of Endocrinology as they were being dealt with in detail in the post graduate syllabus.

Due to the current constraints in conducting laboratory work, the practical topics were categorized into doable (through videos, animations, simulations or virtual lab) and non-doable (using online setup).

For Sem III SYBSc practicals, the internal practical component was decided to be Submission of a book review (Biography of a Scientist or Nobel Laureate) preferably using a paper and pen method (Image of the written assignment to be scanned and send via email). Sem IV internal assessment for practical would include Power Point presentation on any Biotech startup industry. Introduction of Analysis for Fluorescent Sequencing Methods was suggested for Sem V practicals,




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with submission of a project proposal as the internal component. If the current Covid-19 crisis were to persist till Sem VI the wet lab project would be replaced by a project on Bioinformatics or survey-based research using Biostatistics.

The BOS members raised their concern about all the students having good internet facilities and computer for accessing practical videos. It was suggested to have a survey using Google form about the same. Considering the current situation and student's understanding level of practical through videos, Dr. Varsha Kelkar suggested deletion of those practicals which are not related to theory.

MSc syllabus was presented by Dr. Richa Singh. No changes were suggested for the theory syllabus. Practical syllabus was categorized as mentioned above (same as UG syllabus).

The BOS members also suggested, performing simple practicals like sauerkraut preparation (from Sem II) at home examining its physical changes with time. It was opined that for the dissertation which forms a part of Sem IV practical, the students could be given an option of Online Internship or submission of Review Article and Project proposal along with an eight-week NPTEL course.

The meeting ended with a formal vote of thanks by Dr. Tara Menon.




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Minutes of the meeting of BOS of Department of Information Technology for BSc(IT) and MSc(IT) on 01.11.2020 at 12.00 noon in Microsoft Teams Platform through an email sent to the BOS members

1. The Programme Specific Outcomes and Course Outcomes was included for all the subjects in syllabus of BSc(IT) and MSc(IT) course as per the guidelines given by SIES- IQAC Committee. This was approved.
2. There was a proposed reduction of 15-20% in the syllabus taught for the academic year 20-21 due to the prevalent pandemic situation. This was agreed. The BOS members were informed that the lectures and practicals are conducted online through Microsoft Teams.
3. A change was proposed in the First Year BSc(IT) syllabus (for the next academic year 2021-22). This change was a swap of the papers of Operating Systems (FYBSc(IT), Semester 1) with the paper Web Programming (FYBSc(IT), Semester 2) since the first year students find it difficult to understand abstract concepts of Operating Systems in the Semester 1 when they just begin the course. This was approved.

Date: 01.11.2020



Chairperson

(Ms. Sudha Bhagavatheeswaran)



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Examination Report

As per the exam calendar for second term ATKT exams for sem I and III began at the end of February and were completed in first half of March. Internal component assessment work was completed at the end of February as well as few departments completed their practical examinations for sem III and V in first half of March. Semester End Theory Examinations for Semester II,IV were scheduled from 13th March 2020. First three days of exam were held successfully. Due to pandemic situation exams from 17th March got postponed indefinitely, the decision was communicated to students through Website and What's APP.

As per the Mumbai University circulars, received from time to time, Results of Sem I and III were declared along with ATKT exams were declared in the month of July. Results of Sem IV and II were declared in the Month of August using promotion formula. Practical exams which were not completed were conducted based on the journal marks and viva. Results of ATKT exams for these semesters were not declared that time . A video was uploaded on the U tube channel of college to clarify the doubts about the process of all these results declared. All the consolidated results were declared online.

As per the directive of Mumbai University, In the month of October, Third year exams as well as their backlog exams were held online following guidelines of the university, Exams were mainly held via Google forms/Microsoft forms by the teachers at Department level. Proctoring was done through Teams/Google meet. Results of which were declared from 1st November 2020.

As per the circular of Mumbai university, ATKT exams which were not held from 17th March are scheduled from 20th November 2020 . They are being conducted online by the respective departments in the same manner.



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30th July, 2020

NOTICE

This is to inform the Board of Studies members and staff of S.I.E.S. College, faculty Arts, program B.M.M./B.A.M.M.C that a meeting shall be held on 31st July, 2020 in MS Teams from 3.00pm to 4.30pm.

Agenda:

1. To read the minutes of the previous meeting.
2. To review the revision in SYBAMMC Sem III and Sem IV 2020-2021 Syllabi.
3. To finalise the bridge courses.
4. To review the departmental activities.
5. To ratify the PSO and CO under OBE.
6. To discuss any other matter, if any.

The list of participants:

1. Ms. Vaneeta Raney, Chairperson
2. Dr. Hanif Lakdawala, Faculty Representative
3. Ms. Amanjeet Kaur, Faculty Representative
4. Dr. Meera Desai, Subject Expert from outside parent University
5. Dr. Vishram Dhole, Subject Expert from outside parent University
6. Dr. Padmaja Arvind, Vice Chancellor's nominee
7. Mr. R.N. Bhaskar, Industry Representative
8. Mr. Saurabh Khanna, Post Graduate Meritorious Alumnus
9. Ms. Renu Nauriyal, expert from parent University
10. Mr. Narayan Thakur, expert from parent University
11. Mrs. Rajalakshmi Ganesh, Member



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SIES College of Arts, Science and Commerce (Autonomous), Sion (west)
Department of Mass Media (B.M.M/B.A.M.M.C.)
Minutes of the first Board of Studies meeting 2020-21

Opening: The regular Board of Studies (BoS) meeting was called on 31st July, 2020, Saturday, via online Microsoft Teams video conferencing communication platform at 3pm.

Members Present:

Dr. Vaneeta Raney, Chairperson and Presenter
Ms. Ruchita Karmokar, Staff representative and co-facilitator
Dr. Padmaja Arvind, Vice Chancellor nominee
Dr. Hanif Lakdawala, Subject Expert
Ms. Amanjeet Kaur, Subject Expert
Ms. Rajilakshmi Iyer, Staff representative
Dr. Mira Desai, Member, S.N.D.T. University
Shri. R.N. Bhaskar, Industry expert
Mr. Saurabh Khanna, Alumni representative

Members Absent:

Ms. Renu Nauriyal
Mr. Vishram Dhole
Mr. Narayan Thakur

Approval of agenda:

The agenda was read out by the Chairperson and unanimously approved.

Item 1: Approval of the minutes of the previous meeting:

The minutes of the meeting held on 30th January 2020; were read and approved in consensus by Dr. Vaneeta Raney and BoS members.

Observations: With reference to the previous meeting as suggested by the BoS members, a student satisfaction survey was conducted in order to check the acceptance of new program. The observational differences between BMM and BAMMC course curriculum were emphasised as the students have adapted and enjoying the BAMMC program as the courses are more market orientated and progressive.

Agreement: All the members were in agreement.

Submissions: Dr. Hanif Lakdawala expressed the need and complimented for implementing the FYBAMMC, Mumbai university syllabi in turn.

Item 2: Students Poll to select the Ability Enhancement Component in SYBAMMC

It was suggested by the BoS in the previous meeting.

Observations: Dr. Vaneeta Raney mentioned about the orientation exercise conducted by herself, and also subject expert Mr. Akash Purswani to help students take a rational decision. All the aspects of the four elective courses were explained to the students in detail and with comprehensive information. However, Students poll was conducted for the selection. Out of which 73 students voted for EC-I, 16 students voted for MGVS, 1 student voted for TMC and




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nil votes for RPP. EC-I is a content amalgamation of Radio and Television. Students found RPP, MGTV too technical and TMC with low scope.

Agreement: All the BOS members agreed with the ability enhancement component as Electronic Media in SYBAMMC respectively.

Submissions: Members complimented for conducting the poll and its graphical representation.

Item 3: To finalise the bridge courses and its semester wise implementation.

Three bridge courses was put forward by Dr. Vaneeta Raney as advocated by the concerned subject experts.

Observations: Bridge course 1: Social Science supported and designed by Ms. Amanjeet Kaur and Mrs. Rajalakshmi Ganesh. The relevance was explicated stating the historical, socio-economic purpose of study in first semester.

Bridge course 2: Creative Writing designed by Mrs. Poonam Chindarkar was explicated by Dr. Vaneeta Raney to the BOS members with its need of studying the fundamentals on storyboard, screenplay writing in semester 2.

Bridge Course 3: Introduction to Literature designed by Mrs. Poonam Chindarkar, was pronounced to the BOS members by Dr. Vaneeta Raney for covering theatre and mass communication relevance.

Agreement: Dr. Hanif Lakdawala asked whether the courses had some charges or were free of cost. As Dr. Vaneeta Raney said that the courses are free of cost, Dr. Hanif Lakdawala expressed that since all the courses are extremely beneficial for the students, all the courses should be implemented suitably.

Ms. Amanjeet Kaur and Mrs. Rajalakshmi Ganesh, seconded Dr. Hanif Lakdawala.

Submissions: When asked to Dr. Padmaja Arvind, she raised a concern regarding the time consumption of the students as well as the teachers, as they will be already loaded with the syllabus to complete since the academic year is going to start late post pandemic

All the other BOS members agreed with Dr. Padmaja Arvind. Mr. Saurabh Khanna too agreed with both the perspectives.

Mr. R.N.Bhaskar in agreement mentioned that the students can be given study material to read extensive content which is available on internet for free to watch videos on them. He said that the teachers can just help them cope with the content shared by them. By doing so, the students will not only be occupied, will have sanity and be connected to the subject to increase their knowledge wherein, the teachers can be helpful and provide the students with more information suitably.

Indeed, Dr. Vaneeta Raney agreed upon the same by sharing the idea of flipped classroom.

Item 4: Additional suggestive topics by the subject experts in the B.A.M.M.C/B.M.M to be included in the Syllabi.

Observations: The additional suggestive topics were explained to the BoS members by Dr. Vaneeta Raney as expressed by the subject experts with their own expertise and explanation.

Agreement: Dr. Hanif Lakdawala, Ms. Amanjeet Kaur, Mr. R.N Bhaskar, Mrs. Rajalakshmi Ganesh and Mr. Saurabh Khanna agreed with the suggestions. Ms. Amanjeet Kaur and Mrs. Rajalakshmi Ganesh said that the additional topics were already covered with the case studies.

Suggestions: Dr. Padmaja Arvind raised a concern, whether the suggestive topics to be included in the syllabus or just to be explained in the class as some extra knowledge. Dr.




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Vaneeta Raney said that since the suggestions were given by the experts, so it's the duty of the department to present them to the BoS members. To which, Dr. Padmaja Arvind pointed out that these topics can be designed and framed into a course itself and If the topics aren't being included for now, then a teacher has the entire freedom to talk about the suggested topics in the class with their students. Dr. Mira Desai agreed with the suggestion. Bhaskar Sir added few viewpoints in CCPR.EC related subjects.

Item 5: To ratify a sample POs-COs and PSOs

Dr. Vaneeta Raney formulated the COs and presented a sample for seeking feedback.

Observations: Dr. Vaneeta Raney expounded the BoS members about the Vision and Mission of the college, the Program Outcomes of the institute and the BMM Program Specific Outcome. CCPR course sample with the COs were presented alongside with the affinity mapping matrix for ratification. As on the approval of the sample, the department shall continue formulating learning outcomes for the remaining courses respectively.

Agreement: All in consensus for email correspondence for better understanding.

Submissions: Dr. Mira Desai suggested Dr. Vaneeta Raney to mail the BoS members the POs-COs and PSOs document as it will be helpful for them to understand the correlation in detail.

Dr. Vaneeta Raney announced that the sample document shall be emailed for seeking their feedback post meeting immediately. In response, Dr. Mira Desai expressed her gratitude and said that she will revert upon the same next day.

Item 6: To review the Departmental Activities-2019-20

Dr. Vaneeta Raney with the power point presentation exhibited departmental activities conducted pre, during and post pandemic.


Observations: The departmental activities were divided into departmental engagements, students' engagements and teacher engagements during lockdown. Special mention of the SIES and Coursera collaboration at the institutional level. Shri R.N.Bhaskar and Amanjeet Ma'am excused themselves from the presentation as they had to attend another webinar and lecture, respectively.

Agreement: All the BoS members viewed and appreciated the same.

Submissions: The department has succeeded in remotely engaging the students of all classes in productive activities remarked by the BoS. Dr. Mira Desai suggested Coursera courses online can be considered for credit allocation purposes.

Dr. Vaneeta Raney clarified that as it's the first year of collaboration this suggestion shall be considered at the institutional level at the later stage on its full- fledged adaption.

Announcements and Vote of Thanks: In the advent of third year of BoS, Dr. Vaneeta Raney expressed her gratitude towards the Board of Studies members for successful completion of 2 years with the Department of Mass Media under Autonomy. The meeting was concluded with the announcement of next meeting to be held in the second term as the last meeting of this BoS tenureship in turn.


Dr. Vaneeta Raney,
Chairperson, BoS, Department of Mass Media
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Minutes of the meeting of BOS of Department of Computer Science & Department of Information Technology for MSc(Data Science) which was held on 27.06.2020 at 11.00 am in the online mode through Microsoft Teams Platform

1. The meeting was attended by 10 members along with our Principal, Dr.Uma Shankar
2. Leave of Absence was sanctioned to 1) Mr. CA Vishwanathan, the industry representative
3. Meeting commenced with welcome address by Mr. Manoj Singh followed by the introductory remarks by Principal, Dr.Uma Shankar. Being the first BOS meeting, the members were told to introduce themselves.
4. Review of the course structure for MSc(Data Science):
Mr. Manoj Singh presented the Course structure for the two year Post Graduate program in Data Science which included the objective, subjects covered in each semester, fee structure, number of seats, eligibility criteria and evaluation pattern. This was approved by all the members.
5. Review of MSc(Data Science)-Part I , Semester I syllabus (Theory and Practicals):

Theory component

- Statistical Methods for Data Science - Dr. Siby Abraham suggested to add the topic of Support Vector Machine as a part of Machine Learning and exclude it in this subject. He also suggested to include Linear Programming in this subject
- Advanced Database Management Systems - Dr. Amol Joglekar and Dr. Hiren Dand suggested to introduce mongoDB in this subject. Dr. Kamatchi Iyer seconded the suggestion.
- Data Mining for Business Intelligence - The contents were approved by all BOS members.
- Linear Algebra and Linear Programming - Dr. Siby Abraham and Dr. Hiren Dand suggested to have the topics related to Linear Algebra only and exclude linear programming as the contents is very vast for students to grasp at first year level. Principal, Dr. Uma Shankar mentioned that in the pandemic situation we must restrict the contents of the Syllabus so that it is feasible with respect to its completion since the current academic year could be short.

Practical component

- Statistical Methods for Data Science - All the BOS members approved the list of practicals.
- Advanced Database Management Systems - All the BOS members approved the list of practicals.
- Data Mining for Business Intelligence - All the BOS members approved the list of practicals.
- Linear Algebra and Linear Programming, due to changes recommended in theory , the practical had to be changed accordingly as suggested by Dr. Siby Abraham and Dr. Hiren Dand.
- Dr. Kamatchi Iyer suggested that R programming has to be introduced in Semester 1 so that the students understand the R practicals in the subject 'Statistics in Data Science'.

6. Review of MSc(Data Science)-Part I , Semester II syllabus (Theory and Practicals):




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Theory component

- Advanced Statistical Methods – The contents were approved by all BOS members
- Machine learning - Syllabus was approved by all BOS members. Dr. Siby Abraham suggested to include the reference book “A first course in Machine Learning” by Simon Rogers and Girolami
- Data Science -I - Dr. Kamatchi Iyer and Dr. Amol Joglekar recommended to shift the subject Data Science I to Semester 1 so that R programming is introduced. Dr. Siby Abraham and Dr. Hiren Dand suggested to change the name of the subject Data Science - I to Introduction to Data Science through R.
- Dr. Siby Abraham and Dr. Hiren Dand were of the opinion that the subject Linear Algebra and Linear Programming should be shifted to Semester 2.
- Research Methodology - Dr. G.M Magar requested to add the topics like Research Ethics, Plagiarism and Patents in an introductory level due to its relevance in the current scenario.

Practical component

- Advanced Statistical Methods - Dr. Siby Abraham suggested that the practical list should cover all units equally.
- Machine learning - Dr. Amol Joglekar recommended the practicals to be implemented using R and Python instead of Java.
- Data Science -I - Syllabus was approved by all BOS members
- Research Methodology - Dr. Kamatchi Iyer suggested that all the Practical mentioned have to be discussed for any chosen case study so that the students can publish the papers or present them in relevant conferences.

7. Other points discussed with the permission of the Chair:


- Mr. Kunal Shah suggested that internships could be done by students in each semester but Mr. Manoj Singh and Dr. Kamatchi Iyer were of the opinion that it would not be feasible and stressed on the importance of Internships and Project only in the last semester
- Dr. G M Magar suggested that Data Security/ Information Security to be added in the course.
- Dr. Hiren Dand, Dr G M.Magar and Dr. Amol Joglekar collectively agreed that Data Security needs to be added in the subject Data storage and management in Semester III
- Dr. Hiren Dand and Dr. Amol Joglekar suggested that 6 credits to be given for Internship and 6 credits to be given for Project in Semester IV.

Mr. Manoj Singh thanked all the members for giving their valuable time and suggestions.

Date: 27.06.2020


Chairperson
(Mr. Manoj Singh)




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Department of Management Studies

Minutes of the Meeting Held on 15th September 2020


Agenda:

- ❖ Review of the minutes of the past meeting
- ❖ Seeking approval of the BOS members towards the Programme outcomes and Course outcomes designed for the department
- ❖ Highlight the departmental achievements for the Academic year 2019-20

Minutes:

- The meeting started with the Welcome address delivered by Chairperson, Ms. Umadevi Kokku followed by the presentation on agenda of the review meeting
- Minutes of Board of Studies meeting held for the previous academic year 2019-20 on 13th June 2019 and 1st February 2020 were reviewed
- The Program Outcomes (BMS Dept.) were reviewed by all attendees
- Subject Expert, Dr. Nooruzia Qazi suggested to separate the Program Outcome 01 Commercial Awareness/ Organizational Management and others agreed to it. Rest of the Programme outcomes were approved by everyone.
- It was mutually decided that the final approval for the Course outcomes will be communicated in due course via Emails, by the members.
- The Student And Faculty achievements along with the Departmental Activities organised during Academic Year 2019-2020 was shared
- VC Nominee, Dr. Veena Prasad confirmed result processing procedure for First and Second Year Students as per University of Mumbai norms
- Subject Expert, Dr. Nooruzia Qazi confirmed whether Value Added Courses and facilities like Incubation Centre are offered for student development. Chairperson explained the various Value Added Course offered to BMS Students like Tally ERP 9 with GST and Nirmitee Kendra for Incubation Centre
- VC Nominee, Dr. Veena Prasad and Subject Expert, Dr. Richa Jain asked whether Live / Research projects are included as a part of internal component, the Chairman confirmed about same being conducted for certain subjects
- The meeting concluded with a formal vote of thanks by the Chairperson Ms. Umadevi Kokku

Attendees:

Sr. No.	NAME	Designation	Signature
1	Ms. Umadevi Kokku	Chairman	




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2	Mr. K.Saravanan Nadar	Faculty Representative	<i>Saravanan Nadar</i>
3	Ms. Deepika Gawade	Faculty Representative	<i>Deepika Gawade</i>
4	Dr. Nooruzia Qazi	Subject experts from outside parent university	<i>Qazi</i>
5	Dr. Richa Jain		<i>Richa Jain</i>
6	Dr. Kinnarry Thakkar	Subject Experts from Parent University	<i>Kinnarry</i>
7	Dr. Veena Prasad	Vice Chancellor's nominee	<i>V. Prasad</i>
8	Mr. Vaibhav Agarwal	Industry Representative	<i>Vaibhav Agarwal</i>
9	Mr. Dhairya Kajaria	Post Graduate Meritorious Alumnus	Absent



Dual

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SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)
DEPARTMENT OF ECONOMICS

Board of Studies Meeting

29.05.2021
Mumbai

Agenda:

1. Passing the revised syllabus of First Year & Second Year BA programmes.
2. Introduction of new industry representative to the BoS members
3. Overview of the first term and second term lectures and examination performance for academic year 2020-21.

Participating Members

1. Dr. Pushpa Trivedi, IIT Bombay.
2. Dr. Mala Lalwani, MSEPP, University of Mumbai.
3. Dr. G. Mythili, IGIDR, Mumbai.
4. Dr. Sandhya Krishnan, MDAE, Mumbai.
5. Dr. Devayani Ganpule, Associate Professor, Ruia College, Mumbai.
6. Dr. Rucha Ranadive, Economic Advisor, L&T Financial Services
7. Dr. Shruti Panday, Head, Department of Economics, SIES ASCS
8. Mr. Sampath V. Sambasivan, Assistant Professor, Department of Economics, SIES ASCS.
9. Dr. Neha Karnik, Assistant Professor, Department of Economics, SIES ASCS.
10. Ms. Shivangi Sharma, Assistant Professor, Department of Economics, SIES ASCS.

The meeting started at 4 pm with Dr. Shruti Panday's presentation.

- Dr. Panday welcomed the BoS members and presented the report on the implementation of syllabus and evaluation schema during the academic year 2020-21. She gave a detailed account of the ways in which the department teaching accommodated the challenges posed by online teaching. She also gave a brief outline of the extra curricular activities that were conducted by the department.
- Ms Rucha Ranadive was presented as a representative of industry in place of Dr Shubda Rao, who expressed her unwillingness to continue as one of the member of the BOS.
- In the second part of her presentation, she presented the revised syllabus of first year and second year BA programmes and the floor was opened for comments and suggestions.
- **Dr. Pushpa Trivedi** - Dr. Trivedi gave insightful suggestions on the revised syllabi. She was in agreement with renaming the first year BA papers as 'Introductory Microeconomics' and 'Introductory Macroeconomics'. She gave constructive suggestions to rephrase the course outcomes (COs) of microeconomics and macroeconomics papers.
- **Dr. Mala Lalwani** - Dr. Lalwani gave constructive suggestions and references for papers on Indian economy and public finance. She was in agreement with timely updation of chapters using the latest economic survey. She also gave informative suggestions with regard to the framing of COs.
- **Dr. G. Mythili** - Dr. Mythili suggested rephrasing the course outcomes of first year and second year papers. She also suggested the inclusion of some topics which were incorporated into the draft syllabus.
- Dr. Devayani Ganpule, Dr. Sandhya Krishnan and Dr. Rucha also gave their suggestions and were in agreement with the suggestions put forth by the other members. The syllabus after the suggested editing was accepted and passed unanimously by all members of the BoS.

The meeting got over at 5.30 with full quorum.




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Account Statement of BOS Members present for meeting conducted on 10-10-20
by Economics Department

Name: G. Mythili	Subject Expert (IGIRD)	Name of the Bank: ICICI Bank Type of Account: Savings Account Number: 623801135047 IFSC Code: ICIC0006238 Branch Name: Mulund West
Name: Sandhya Krishnan	Alumina Representative	Account number: 048701000009522 Bank name: Indian Overseas Bank Acc type: Savings IFSC code: IOBA0000487
Name- Devayani Ganpule	Co-opted Member	Account Number: 210615500004722 IFSC Code: KVBL0002106 Bank :Karur Vysya Bank,Branch :Borivali West .
Name- Pushpa Trivedi	Subject Expert (IIT)	Account Number: 2724101093997 IFSC Code: CNR80002724 Bank :Canara Bank
Name- Mala Lalwani	VC Nominee	Account Number: 50072397385 IFSC Code: ALLA0210186 Bank :Allahabad Bank



[Signature]
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Department of English

NOTICE

A meeting of the Board of Studies (English) will be held at 5 pm on Thursday, 27th May 2021 to discuss the following agenda:

1. To approve the syllabus of the Communication skills in English and English literature courses for FYBA semesters 1 and 2.
2. To approve the syllabus for the Business Communication course for FYBCom semesters 1 and 2.

Lakshmi

Dr Lakshmi Muthukumar (Chairperson, BoS)

Head, Dept of English



[Signature]

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Minutes of the Board of Studies Meeting held at 5 pm on 27th May 2021 through
Microsoft Teams

1. All Members were present.
2. The proposed syllabi of Communication Skills in English, Introduction to Literature and Business Communication were discussed and suggestions made.
3. **Business Communication:**

It was suggested that:

- the module on “Types of Communication” be made clearer to include Online Learning Systems (such as MOOCs, moodle etc.) and the term “website” be used instead of “internet”
- The Objectives and Outcome reflect the requirement of the paper by making it specific to business communication. Suggestions made include terms such as Online Communication, Group Communication and Soft Skills.
- The term “CV” be replaced with “Resume”
- The module on Letter Writing include familiarising students with Email writing

4. **Communication Skills in English:**

It was suggested that:

- The Objectives and Outcome reflect the requirement of the paper by making it specific to the semester. Suggestions made include removing “lexical” from the CO of first semester and including it in second semester, including grammatical component and testing.
- That the Unit on Grammar can alternately be taught in Semester 2 and the one on Vocabulary in Semester 1
- That the objectives of the Unit on “Language through Literature” be made clear vis a vis student expectation. Suggestions made include analytical and descriptive testing.

5. **Introduction to Literature:**

It was suggested that:

- That the Periods of British Literature can be Unit 1 in both semesters to avoid confusion.




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- That the course on fiction be taught in semester 2 and the course on Poetry and Drama be taught in semester 1 in order to map the periods of English literature with the texts taught.

6. All three syllabi were unanimously passed by the members.

Lakshmi

Dr. Lakshmi Muthukumar

Chairperson, BoS English and Head, Dept of English




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BOS Hindi (Online) meeting , 29th May 2021,4pm to 5pm

Agenda of the meeting

- 1) To Discuss and approve new syllabus for Fyba Hindi compulsory paper 1
- 2) To Discuss and approve new syllabus for Fyba Hindi Ancillary paper 2
- 3) To Discuss and approve examination and assesment pattern for the both papers
- 4) To Discuss and approve course objective and learning outcome for both the papers .
- 5) Anyother point with the permission of the chair.


Mr Dinesh Pathak,
Chairman BOS Hindi.


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Department Of Hindi
Board of Studies Meeting
Date : 29/05/2021

Full Name	User Action	Timestamp
Dinesh Pathak	Joined	5/29/2021, 3:50:46 PM
Dinesh Pathak	Left	5/29/2021, 4:34:37 PM
Dinesh Pathak	Joined	5/29/2021, 4:34:53 PM
Sunita Sakhare (Guest)	Joined	5/29/2021, 3:56:30 PM
Sunita Sakhare (Guest)	Left	5/29/2021, 4:34:53 PM
Sunita Sakhare (Guest)	Joined	5/29/2021, 4:35:01 PM
Mithilesh Sharma (Guest)	Joined	5/29/2021, 3:57:01 PM
Mithilesh Sharma (Guest)	Left	5/29/2021, 4:34:53 PM
Mithilesh Sharma (Guest)	Joined	5/29/2021, 4:35:01 PM
Shaileshkumar Dubey	Joined	5/29/2021, 3:57:55 PM
Shaileshkumar Dubey	Left	5/29/2021, 4:34:53 PM
Shaileshkumar Dubey	Joined	5/29/2021, 4:35:01 PM
Usha Mishra (Guest)	Joined	5/29/2021, 3:59:09 PM
Usha Mishra (Guest)	Left	5/29/2021, 4:34:53 PM
Usha Mishra (Guest)	Joined	5/29/2021, 4:35:01 PM
Ashok Kumar Gupta (Guest)	Joined	5/29/2021, 3:59:55 PM
Ashok Kumar Gupta (Guest)	Left	5/29/2021, 4:34:53 PM
Ashok Kumar Gupta (Guest)	Joined	5/29/2021, 4:35:01 PM
Navendu B (Guest)	Joined	5/29/2021, 4:08:59 PM
Navendu B (Guest)	Left	5/29/2021, 4:34:53 PM
Navendu B (Guest)	Joined	5/29/2021, 4:35:01 PM




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Department of History

Minutes of the meeting held on 29th May, 2021 at 15:30 pm to 17:30 pm on Microsoft Teams Link.

Members present for the BOS:

1. Varsha Muley (HOD, History)
2. Dr. Manjiri Kamat (Vice-chancellor's Nominee)
3. Dr. Mohsina Mukadam
4. Dr. Manjiri Bhalerao
5. Dr. Meherjyoti Bade
6. Ms. Anuja Joshi
7. Ms. Steffi Noronha

Agenda for the BOS meeting

- A Challenging Year due to the Covid 19 Pandemic and overall review of the online Academic Year 2020-2021
- An approval of the BOS members to the New Syllabus of the FYBA History, to be implemented from the academic year 2021-2022

It was unusual year of teaching in the lockdown situation during the Covid 19 Pandemic. Meeting opened with a discussion on the online teaching in the second half of the academic year.

The members of the Board of Studies expressed satisfactory opinion regarding the online teaching conducted and efforts taken in this regard were appreciated. And suggested a greater number of interactive sessions could be included in the online learning sessions. This could be included also self-study practice to nurture among the students, by providing few topics well in advance for making PPT or video clip presentations, like taking up the discussions on varied topics related to the subject and semester papers.




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Major agenda of meeting was the approval of the syllabus, which was discussed in the earlier meeting in the Academic year 2020-2021.

Title of the paper and the time period for the FYBA History paper SIUAHIS11 and SIUAHIS21 was finalized in the beginning of the discussion and further all the Modules of paper were discussed in detail, and students' benefit while studying the subject of History was taken care while studying the Paper, for clear understanding of the subject at the FYBA with the Course Out Come of the paper in both the semester's was taken in to consideration.

Topics like Education, Science, Environment, and Media are included in the new FYBA Syllabus to provide for students, areas for self-study and assignments.

After over all discussion on the new FYBA Syllabus, all the members unanimously approved the syllabus in the Meeting of 29th May 2021. Examination Pattern of the 60 marks of Semester End Examination and 40 Marks for Internals which is already existed is accepted and continued. Meeting ended on good note with wishes for the beginning the New Academic Year ahead.



Dr. Varsha Muley
HOD, History



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Department of History

Minutes of the Board of Studies in History (BOS) conducted on 27th December 2021

Date of the BOS Meeting 27th December 2021

Venue: Mode of meeting online, via Microsoft Teams on 27th December 2021 BOS meeting

Time: 3.30 pm

BOS Members present for meeting

1. Varsha Muley, HOD History
2. Dr. Manjiri Bhalerao-Subject Expert
3. Dr. Meherjyoti Sangle-Subject Expert
4. Ms. Anuja Joshi- Industrial Expert
5. Ms. Steffi Noronha- Alumni


The SIES College, Sion west completed the three years under autonomy, 2018-19, 2019-20
2020 to 2021.

Since the term of Vice Chancellors Nominee, Prof. Manjiri Bhalerao has been completed her
3 years term as VC nominee in 2021 May, the principal communicated about the same to the
University. When the new name of Vice Chancellor's Nominee will be received from the
University of Mumbai, it will be incorporated in the BOS History team.

The other members are continuing as BOS members. as per the instructions received from the
principal via mail informing that the tenure of all our Board of Studies members of the
departments have been extended from 3 years to 5 years, covering the year 2021-2022 and
2022-2023 ahead. Thus, the department of History communicated to the members and
requested them to continue their support and guidance as the BOS members.

Dr. Mohsina Mukadam who is with us a co-opted member of the BOS-History, since the
beginning of the autonomy in 2018 and is retiring in the month of January 2022 thus the
department decided to relive her as the member of the BOS on her humble request.



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Agenda for the BOS meeting of 27th December 2021

1. Review of the teaching and other academic activities.
2. To inform about the implementation of the FYBA History new Syllabus from this academic year of 2021-22, which was approved by the members in the last academic year 2020-2021 meeting conducted on 29th May 2021
3. Discussion over the modules and the syllabus for the SYBA, History paper I and II and the changes that could be incorporated in the final syllabus ahead to be implemented in the academic year 2022-23
4. Project works of students as a part examination/internal assessment.

The online BOS meeting started at 3.30 and all the above members joined the meeting.

- HOD Varsha Muley provided a brief introduction to the members regarding the online teaching. Department provided the guidance to students of all the three years students along with the second year of online mode of teaching, proper notes for the study, digital versions of the reference books and the text books, discussion on the topics to make a session more interactive, sharing the goos educational and academic modules related films, documentaries video and interviews.
- Dr. Manjiri Bhalerao and Dr. Meherjyoti Sangle asked about the students using the online platform for project completion and presentations. And department is happy to inform that, it has been observed that the student's participation in the presentation and making the online projects has been improved in this academic year. Members were happy to know this and appreciated as a positive note in another year of online teaching due to Covid-19 pandemic situation.
- The members were also informed about the implementation of the new FYBA Syllabus of History this year in June 2021 and the department will conduct the curriculum Feedback of the FYBA students about the paper, which will be helpful to understand their grasp and also about their opinion on the newly implemented syllabus.
- The proposed syllabus for the SYBA history paper I and II, the Landmarks in World History and The Ancient India were thoroughly discussed. Some good changes in both the papers were suggested by the members which will prove good to enhance the interest of the students in the subject.





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- In the landmarks papers few topics related to renaissance in Europe, Revolutions, World War I and II, Post W war II world, the period of Nationalism in the world were discussed for making the modules more interesting.
- In the Ancient India, along with the Dynastic History the socio-cultural aspects of history, Ancient Indian art and architecture could be elaborated in the syllabus as it will give the students an in-depth understanding of the ancient India and will be useful for the competitive examinations was unanimously accepted and approved by all the members.
- The department has taken a note of suggestions and after incorporating Course out come to it and once the draft of the syllabus will be made, the syllabus will be put forward for the final approval by the BOS members.
- Meeting ended at around 5.00 pm with the satisfactory suggestions.


 Varsha Muley
 HOD-History




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Department of Philosophy

Minutes of the BOS online meeting

held on Monday, 24th May, 2021 on Microsoft Teams Platform.

1. The meeting was scheduled at 3:30 pm, 7 members attended by joining MS Teams on time.
2. Leave of Absence was sanctioned to Mr. Suresh Nair, Professional expert from industry.
3. Dr. Uma Shankar, Chairperson greeted all BOS Members and read out the Minutes of BOS Meeting held on 1st September, 2020.
4. The chairperson brought to the attention of BOS Members that the syllabi taught under Autonomy has come to its three years of completion in 2020-2021. And we wish to go in a staggered way to revise first its FYBA Syllabus for the academic year 2021-2022 and continue the existing syllabi for SYBA & TYBA as it is.
5. FYBA revised Syllabus was shared with all its members via E-mail a week before in advance and during the online meeting their views on it were discussed.
6. In the revised syllabus it was notified to the members that 4 units has been changed to 4 modules in both semesters.
7. Members were informed that in Semester I, Module 2, Sub-topic c. Concept of Lokasamgraha was added. Members approved all the modules of Semester I.
8. In Semester II, Module 2, members disagreed with the title as 'Conditions of Morality.' To which Dr. Vatsala Pai suggested to rename it as 'Problem of Moral responsibility', Prof. Sebastian suggested to rethink on sub-topic a. 'Conceptions of Freedom of Will' instead have 'Nature of Free Will and Responsibility,' 'Theories of Free Will', Prof. Geeta Ramana, suggested to refer to John Hospers' book on 'Human Conduct Problems of Ethics' and search for a suitable title for module 2 and to add Hospers' book in the reference list.
9. In Semester II, Module 4, Prof. Sebastian suggested to include Nel Noddings instead of Carol Gilligan to retain philosophical viewpoint in Feminist Ethics. And to add Noddings' book on 'Ethics of Care' in the reference list. He also suggested to approach his colleague at IIT, Bombay Dr. Amrita Banerjee for further guidance on Noddings' contribution in Ethics.
10. Ms. Vrushali Gupte, faculty members requested the subject experts to suggest some topics as part of Internal Assessment. Prof. Geeta Ramana suggested to add project work on Professional Ethics, asking students to conduct interview of professionals and writing a report based on the interview.
11. Evaluation techniques for Internal assessment for 40 marks was reviewed and approved.
12. All the members agreed with POs and COs. Prof. Geeta Ramana suggested to reframe PSOs with philosophy related terms such as philosophical dimension, importance of theory, conflict resolutions, look at problems from various perspectives, philosophical lens/insight.
13. Dr. Kamala Srinivas, faculty member shared a report on students' feedback on curriculum with all the members. She mentioned on the basis of students' suggestions some of the topics and evaluations tools have been added in the revised syllabus.
14. Dr. Uma Shankar, Chairperson concluded the meeting by thanking all its members for their presence and giving valuable suggestions to revise the FYBA syllabus.




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Dr. Uma Maheswari Shankar
Chairperson, BOS & Head,
Department of Philosophy

Meeting Summary

Total Number of Participants 7
Meeting Title Board of Studies Meeting in Philosophy 2020-2021
Meeting Start Time 24/05/2021, 15:22:34
Meeting End Time 24/05/2021, 16:50:24

Full Name	Join Time	Leave Time	Duration	Email	Role
Kamala Srinivas	24/05/2021,	24/05/2021,	1h 27m	kamalas@sies	Organizer
Vrushali Gupte	24/05/2021,	24/05/2021,	1h 17m	vrushalig@sies	Presenter
Uma Shankar	24/05/2021,	24/05/2021,	1h 21m	umas@sies.e	Presenter
Sudhindra (Guest)	24/05/2021,	24/05/2021,	59m 31s		Presenter
Geeta Ramana	24/05/2021,	24/05/2021,	1h 12m		Presenter
C D Sebastian (Guest)	24/05/2021,	24/05/2021,	58m 17s		Presenter
Vatsala Pai	24/05/2021,	24/05/2021,	58m 17s		Presenter




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BOS Minutes of the Meeting

The Board of Studies of Politics meeting was called online for 15th December 2021. The agenda for the same was:

- Revise the syllabus of SYBA Politics from (31) Political Theory and (41) Political Values and Ideology to (31) Indian Political System and (41) Indian Political Process.
- Revise the syllabus of SYBA Introduction of Law 31 and 41.

The meeting was attended by: Dr. Rashmi Bhure, Dr. Vanita Banjan, Mr. Ajinkya Gaikwad, Dr. Vaibhavi Palsule, Dr. Sanjyot Apte, Ms. Akshaya Desai and Mr. Mayuresh Ganapate. Dr. Chaitra Redkar had sought a leave of absence.

Minutes of the meeting

In Indian Political System Semester III Module 1 it was proposed to include Constituent Assembly debates and it was approved. Two separate modules as module 3 and 4 on the union government and judiciary respectively was suggested. In the module on Judiciary, judicial review and judicial activism and doctrine of separation of powers were proposed as sub-topics.

In Indian Political Process Semester IV Module 1 it was proposed to include conflict/tension areas in centre-state relations and the concept of democratic decentralization. In Module 2 an emphasis on social and ideological basis of national and regional political parties was proposed. A sub-module on evolution of party system from One party to multi-party system was proposed.

In Module 4 social movements of the working classes, peasants, tribal and environment movement was proposed.

In the paper on Introduction of Law Semester III Module 1 the topic on introduction to legal theories was proposed. Module 3 topics on Ombudsmen, Administrative Tribunal were proposed to be added. In Module 4 Alternative Dispute Resolution (ADR) was proposed to be added.


In Semester IV Tort laws is proposed in Module 1 and Criminal Laws in Module 3.

After detailed deliberation & discussion the Board agreed on the changes suggested and passed the syllabus to be implemented in the academic year of 2022-23.



Dr. Rashmi Bhure
Head Department of Politics




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Dr. Vanita Banjan presented the paper on Travel and Tourism Management (Applied Component). In the Semester III component of the paper, new topics including Theories of tourism, transport and accommodation, eco-tourism and cultural heritage has been introduced. In Semester IV component of the paper, new topics on Geography, travelogues (v-logs etc.) and online agencies has been introduced.

Mayuresh Ganapatye appreciated the idea of introducing v-logs in the syllabus and also suggested to use the TripAdvisor website as a reference point. Dr. Banjan also appraised the members with new additions to the reference/ reading list for the papers.

The members of the Board unanimously approved the syllabus for the above-mentioned papers. The syllabus for the same is attached with this document.

RSB

Dr. Rashmi Bhure

Chairperson & Head, Department
of Politics.



[Signature]

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P.T.O

DEPARTMENT OF POLITICS

Board of Studies Minutes of the Meeting

The Board of Studies of Politics meeting was held online 31st March 2022 on the MS TEAMS platform at 4.30 pm. The agenda for the meeting was:

1. To revise the syllabus of SYBA Politics Paper II
2. To revise the syllabus of Applied Component Paper- **Travel and Tourism Management**
3. To approve the Credit Course (non-CGPA) on **UN Agenda 2030: India towards Zero Hunger**

The meeting was attended by:

1. Dr. Rashmi Bhure (Chairperson & Head, Department of Politics, SIES College)
2. Dr. Vanita Banjan (Faculty Member, Department of Politics, SIES College)
3. Mr. Ajinkya Gaikwad (Faculty Member, Department of Politics, SIES College)
4. Dr. Prashant Kelkar (Vice-Chancellor's Nominee)
5. Prof. Sanjyot Apte (Subject Expert from Non-Parent University)
6. Ms. Akshaya Desai (Post Graduate Meritorious Alumna of the Department)
7. Mr. Mayuresh Ganpatye (Representative from Industry)

The following members were granted a leave of absence:

1. Dr. Chaitra Redkar (Subject Expert from Non-Parent University)
2. Prof. Uttara Sahastrabuddhe (Subject Expert from Parent University)

However, Prof. Sahastrabuddhe had intimated her approval to the syllabus changes and introduction of the new credit course through email (copy of the email is attached as ANNEXURE-I)

Dr. Rashmi Bhure started the meeting by welcoming the newly appointed BOS member as a VC nominee, Dr. Prashant Kelkar, Vice-Principal & Head, Department of Political Science at CHM College.

Dr. Bhure then presented both papers of Public Administration for Semester III (SIUAPOL32- Introduction to Public Administration) and Semester IV (SIUAPOL42- Indian Administration). In the Semester III component (Public Administration paper), a new topic on Participative Management (C. Argyris, D. McGregor, R. Likert) is introduced. In the Semester IV component (Indian Administration paper), two changes are made. First is the introduction of Urban Local government and second is Disaster Management. Dr. Prashant Kelkar suggested that the topic on urban local government could cover other forms of areas in the urban sphere like the townships, cantonment boards etc. Prof. Sanjyot Apte suggested to elaborately spell out as Disaster Management as a topic to be justified under the concerned paper. Dr. Bhure changed it to Disaster Management- Institutional organization and Structure.

Dr. Bhure went on to present the syllabus for the Non-CGPA credit course on UN Agenda 2030- India towards Zero Hunger which is to be offered by the Department in collaboration with the Department of Economics. The Board members appreciated the course curriculum for its depth and interdisciplinary approach.




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DEPARTMENT OF PSYCHOLOGY

Minutes of the BOS Meeting held on

28th May 2021

The BOS Meeting for the Department of Psychology for first half Academic Year 2021-22 was organised online on 28th May 2021 at 5pm. The agenda for the meeting was mainly to discuss Revised syllabus of FYBA Psychology. Apart from faculty members of SIES College (Ms. Shama Todurkar, Ms. Amruta Padhye, Dr. Kamala Srinivas, Ms. Vrushali Gupte), Dr. Anuradha Sovani (SNDT University), Dr. Azizzudin Khan (IIT, Mumbai), Dr. Vivek Belhekar (VC's Nominee, Mumbai University), Dr. Mandira Basak (Industry Expert, Hindustan Petroleum), Ms. Radhika Chandrasekaran (Alumna of the college) attended the meeting.

- Feedback was gathered from FYBA Psychology students of 2020-21 batch about Psychology syllabus, explanations of concepts in the chapters, textbook, assignments etc. Ms. Amruta Padhye shared the feedback given by students with BOS members.
- Proposed syllabus was mailed to BOS members a couple of days prior to the meeting. In her reply to that, Dr. Sovani had given suggestions that the chapter about Quantitative and Qualitative Data Analysis should be included in the syllabus. She also had suggested swapping of certain chapters. So, all members discussed about inclusion and exclusion of certain chapters from the syllabus. Suggestion given by Dr. Khan about inclusion of chapter on Perception and Sensation was well-appreciated by Ms. Shama Todurkar and Dr. Kamala Srinivas. Dr. Kamala Srinivas further suggested that the chapters that could not be included in the syllabus can be included for assignments.
- Ms. Shama mentioned a new type of research related assignment proposed in the revised syllabus. She explained the rationale of including it and the nature of this assignment. Dr. Sovani, Dr. Belhekar, Dr. Khan as well as Ms. Radhika appreciated inclusion of this assignment and mentioned that FY Psychology students can manage doing it. Ms. Radhika and Dr. Khan emphasized that all students should be allowed to choose which assignment type they would like to do. However, Dr. Kamala mentioned that such an assignment was not workable considering limited knowledge of FYBA students and the huge numbers in the class. After detailed discussion on this issue it was decided to keep research-related assignment for SYBA Psychology students. So, some more types of assignments which can be done by FY Psychology students were discussed and finalised.
- Ms. Shama Todurkar shared Affinity Table of BA Programme Outcomes (POs) and Course Outcomes (COs) with BOS members, which was approved by them.

All BOS members were thanked for participating in the meeting and giving valuable inputs.




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DEPARTMENT OF PSYCHOLOGY

Minutes of the BOS Meeting held on

28th May 2021

The BOS Meeting for the Department of Psychology for first half Academic Year 2021-22 was organised online on 28th May 2021 at 5pm. The agenda for the meeting was mainly to discuss Revised syllabus of FYBA Psychology. Apart from faculty members of SIES College (Ms. Shama Todurkar, Ms. Amruta Padhye, Dr. Kamala Srinivas, Ms. Vrushali Gupte), Dr. Anuradha Sovani (SNDT University), Dr. Azizzudin Khan (IIT, Mumbai), Dr. Vivek Belhekar (VC's Nominee, Mumbai University), Dr. Mandira Basak (Industry Expert, Hindustan Petroleum), Ms. Radhika Chandrasekaran (Alumna of the college) attended the meeting.

- Feedback was gathered from FYBA Psychology students of 2020-21 batch about Psychology syllabus, explanations of concepts in the chapters, textbook, assignments etc. Ms. Amruta Padhye shared the feedback given by students with BOS members.
- Proposed syllabus was mailed to BOS members a couple of days prior to the meeting. In her reply to that, Dr. Sovani had given suggestions that the chapter about Quantitative and Qualitative Data Analysis should be included in the syllabus. She also had suggested swapping of certain chapters. So, all members discussed about inclusion and exclusion of certain chapters from the syllabus. Suggestion given by Dr. Khan about inclusion of chapter on Perception and Sensation was well-appreciated by Ms. Shama Todurkar and Dr. Kamala Srinivas. Dr. Kamala Srinivas further suggested that the chapters that could not be included in the syllabus can be included for assignments.
- Ms. Shama mentioned a new type of research related assignment proposed in the revised syllabus. She explained the rationale of including it and the nature of this assignment. Dr. Sovani, Dr. Belhekar, Dr. Khan as well as Ms. Radhika appreciated inclusion of this assignment and mentioned that FY Psychology students can manage doing it. Ms. Radhika and Dr. Khan emphasized that all students should be allowed to choose which assignment type they would like to do. However, Dr. Kamala mentioned that such an assignment was not workable considering limited knowledge of FYBA students and the huge numbers in the class. After detailed discussion on this issue it was decided to keep research-related assignment for SYBA Psychology students. So, some more types of assignments which can be done by FY Psychology students were discussed and finalised.
- Ms. Shama Todurkar shared Affinity Table of BA Programme Outcomes (POs) and Course Outcomes (COs) with BOS members, which was approved by them.

All BOS members were thanked for participating in the meeting and giving valuable inputs.




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DEPARTMENT OF BIOCHEMISTRY

24/05/21

The BOS meeting of Department of Biochemistry will be held on 31st May, 2021 at 3.00 p.m, virtually through MS Teams to consider:

Agenda :

1. Approval of the minutes of the fourth meeting of BOS in Biochemistry held on 15th September, 2020.
2. Review of academic activities of 2020-2021.
3. Review of the student's feedback on curriculum
4. Approval and ratification of the revised credits in TYBSc 3 Units Biochemistry syllabus to be implemented from academic year 2021-2022 and review of UG and PG syllabus.
5. Approval and ratification of proposed 'Course Outcome' (COs) and 'Program-specific Outcome' (PSOs) of TYBSc 3 Units Biochemistry curriculum.
6. Any other matter with the permission of Chair

Dr Deepali Kothekar
Head-Dept. of Biochemistry




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Minutes of the meeting of Board of Studies in Biochemistry held on 31st May 2021 at 3.00 pm via virtual platform, Microsoft Teams

- A virtual meeting (because of the lock down announced by state administration, in order to control the outbreak of COVID 19) of BOS in Biochemistry was conducted on Monday 31st May 2021 at 3.00 pm via Microsoft Teams.
- The meeting was attended by nine members including internal and external members
- Dr. Nandita Mangalore was sanctioned leave of absence.
- The notice and agenda for the meeting was circulated to the members, prior, by e mail.
- Point no. 1 of the notice
Minutes of the previous BOS held on 15th September 2020, was shared on the screen and approved by the members (point 1 of the agenda).
- Point no 2:
BOS Chairperson, Dr Deepali Kothekar briefed the members on the academic activities of the department for the year 2020-2021. The various methods adopted by the faculty for effective implementation of curriculum in on-line mode were discussed. The Board was also appraised of the pattern and mode of examination and evaluation, adopted by the dept.
- Point No 3:
Analysis of the students' feedback on curriculum (2020-2021) received from the students of TYBSc at the end of sem VI, and MSc at the end of sem II and sem IV was presented. It was suggested by Mr. Chirag Jasani that the feedback questionnaire be shared with the BOS members for their inputs. Further responding to the feedback, Dr. Dasgupta and Dr. Vatsyayan opined that students should be trained and encouraged to read reference books to make their own study material for the exam.
- Point no. 4 of the agenda was to revise the credits at TYBSc level in order to make a total of 132 credits (instead of the present 120 credits) for a BSc student, as directed by the UGC. The Chairperson informed the Board members, the decision of College Management (conveyed to the Heads in a meeting held on Saturday, 29th May, 2021) to revise the credits in a step-wise manner starting from FYBSc in the year 2021-2022. So, no revision of credits at TYBSc was proposed for the year 2021-2022.
Since the TYBSc curriculum was already deliberated and revised in the last meeting and revised syllabus implemented in the year 2020-2021, no major change in the TYBSc syllabus for the year 2021-2022 was proposed by the Department. All the Board members expressed consonance on this.
The Chairperson proposed following changes in MSc Sem 1 and 2 curriculum, which were approved by the members.
 - Sem 1 Paper 1 Unit 4 (Nucleic acids) to be swapped with Sem 2 Paper1 Unit 1 (Lipids)
 - Minor changes within the units
- Point no.5:
The 'Course Outcomes' (COs) and 'Program-specific Outcome' (PSO) of TYBSc 3 Units Biochemistry curriculum were presented on screen and read by the chairperson. The Board members approved and ratified the same without change.
- The meeting concluded at 4.15 pm.

Dr Deepali Kothekar
Chairperson-BOS in Biochemistry

1st June 2021


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Department of Biochemistry
Board of Meeting
Date : 31/05/2023

Full Name	User Action	Timestamp
Deepali Kothekar	Joined	5/31/2021, 2:48:35 PM
Debjani Dasgupta (Guest)	Joined before	5/31/2021, 2:48:35 PM
Sandhya Nambiar	Joined	5/31/2021, 2:54:46 PM
Suveera Bellary	Joined	5/31/2021, 2:56:39 PM
Chinmoyee (Guest)	Joined	5/31/2021, 2:56:41 PM
FICCI- Gujarat State Council	Joined	5/31/2021, 3:03:06 PM
FICCI- Gujarat State Council	Left	5/31/2021, 3:13:36 PM
ANITA NADKARNI (Guest)	Joined	5/31/2021, 3:04:01 PM
manoharpadul (Guest)	Joined	5/31/2021, 3:07:57 PM
Chirag Ashwin Jasani	Joined	5/31/2021, 3:16:21 PM
Kripa Murzello	Joined	5/31/2021, 3:50:06 PM



J. J. Joshi
Principal
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SIES College of Arts, Science and Commerce (Autonomous)

Department of Biochemistry

Following members attended the virtual **Board of Studies** meeting held on **31st May 2021 at 3.00 pm**

Sr.no	Function	Name	Designation	Signature
1	Chairperson	Dr. Deepali Kothekar	Head, Department of Biochemistry	
2	Vice Chancellor's Nominee	Dr Anita Nadkarni	Deputy Director, National Institute of Immunohematology-ICMR, Mumbai	
3	Subject experts from outside University	1.Dr. Debjani Dasgupta	Director, Dr. D. Y. Patil School of Biotechnology and Bioinformatics, Navi Mumbai	
		2.Dr. Manohar Padul	Head, Dept. of Biochemistry, Institute of Science, Homobhabha State University, Mumbai	
4	Expert from Industry	Dr. Kripa Murzello	Senior Manager, R&D Bharat Serums and Vaccines Pvt. Ltd	
5	Alumnus	Mr. Chirag Jasani	Senior Assistant Director, Federation of Indian Chambers of Commerce and Industry (FICCI)	
6	Subject experts parent University	1. Dr. Chinmoyee Vatsyayan	Head, Department of Biochemistry, Sophia College for Women, Mumbai	
7	Faculty	1. Dr. Sandhya Nambiar	Assistant Professor (Ad-Hoc), Department of Biochemistry, SIES College of Arts, Science and Commerce- Autonomous, Mumbai	
		2. Ms Suveera Bellary	Assistant Professor (Ad-Hoc), Department of Biochemistry, SIES College of Arts, Science and Commerce- Autonomous, Mumbai	

Dr Deepali Kothekar
Chairperson, BOS
Encls: Attendance sheet




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SIES College of Arts, Science and Commerce (Autonomous)

Department of Biochemistry

Following members attended the virtual **Board of Studies** meeting held on **31st May 2021 at 3.00 pm**

Sr.no	Function	Name of BOS member	Bank details			
			Bank name	Branch and Place	A/C No.	IFSC code
1	Vice Chancellor's Nominee	Dr Anita Nadkarni	State Bank of India	Santacruz West	10154468071	SBIN0001183 (MICR Code: 400002068)
3	Subject experts from outside University	1.Dr. Debjani Dasgupta	HDFC		02391050031207	HDFC0000239
		2.Dr. Manohar Padul -	HDFC	MG Road, Fort, Mumbai	50100276542733	HDFC0000060
4	Expert from Industry	Dr. Kripa Murzello	IDBI bank	Nariman point, Mumbai	004104000139243	IBKL0000004
5	Alumnus	Mr. Chirag Jasani	HDFC Bank	CBD Belapur, Navi Mumbai	08301140041793	HDFC0000830
6	Subject experts parent University	Dr. Chinmoyee Vatsyayan	Bank of Maharashtra	Mumbai Tardeo Rd (155)	25000067979	MAHB0000155

Dr Deepali Kothekar
Chairperson, BOS
Encls: Attendance sheet




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**SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS) SION (W),
DEPARTMENT OF BIOCHEMISTRY**

PG Diploma in Food Technology and Nutraceuticals

Minutes of the Third BOS Meeting held on 14th June 2021

- The meeting of the Board of Studies in Food Technology and Nutraceuticals was held on, 14th June 2021 at 3.00 pm virtually through MS Teams.
- The meeting was preceded by Chairperson Dr Deepali Kothekar, Head, Department of Biochemistry and Co-ordinator, Food Technology and Nutraceuticals
- Following members attended the meeting
 - ENAC Representative: Mr Sandeep Gupta, Director, Expert Nutraceutical Advocacy Council
 - Subject Expert: Dr Nilesh Amritkar MD Envirocare Labs Pvt Ltd.
 - Subject Expert: Dr Geeta Ibrahim Principal, Nirmala Niketan college of Home Science
 - SIES alumnus & ENAC Member: Ms Ranjitha Balkrishnan
 - Faculty: Dr Sandhya Nambiar (Internal)
 - Faculty: Ms. Suveera Bellary (Internal)
 - Faculty: Ms. Mayuri Bane (Internal)
- The minutes of second BOS meet held on 26th September 2020 were reviewed and approved by all the BOS members. (point No. 1 of the agenda)
- Since the syllabus was revised for academic year 2020-2021, no changes in the syllabus were proposed for the Academic year 2021-2022 and same was approved by all the BOS members.
- Dr. Deepali shared the report of the academic activities conducted for the year 2020-2021 and gave a brief overview about online workshops and webinars organized for the students.
- Dr. Deepali gave a review of the feedback received on the curriculum from the students of the academic year 2020-2021 and discussed in detail about the responses and suggestions obtained from them on the same.

Following were the suggestions put forth by the BOS members:

1. Mr. Sandeep Gupta suggested to emphasize on encouraging students to take up Internship opportunities in various projects which are focused on developing analytical profiles of nutraceutical products.
2. To arrange Career guidance and Job opportunities webinar for students by Industry experts which will help them to build a road map towards their desirable careers after completing the course.
3. To conduct the practicals through virtual labs in the pandemic situation to help students understand actual working of Instruments and techniques used in analysis. Dr. Amritkar suggested this to be done in collaboration with laboratories such as Envirocare Labs Pvt Ltd, Perkin Elmer etc.
4. In order to stress the importance of 'sustainability development goals' to students, Dr Amritkar suggested to organize a webinar on 'Green Laboratories'

The meeting concluded at 4.30 pm with a Thank you note from the Chairperson.

Dr. Deepali K. Kothekar
Chairperson




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26th May, 2021

NOTICE

The BOS meeting of Department of Botany will be held on Saturday, 29th May 2021 at 10.00a.m. through online platform of MS – Teams, with following agenda:

AGENDA

- a. To review and approve the minutes of the previous meeting
- b. To discuss and revise syllabus for FYBSc Botany courses
- c. To review PSOs and COs of UG and PG courses
- d. Any other point with the permission of the Chair



A handwritten signature in blue ink, appearing to read 'Mahavir Gosavi'.

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(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany


MINUTES OF THE BOS MEETING IN BOTANY

The minutes for the meeting of BOS in the Department of Botany, held on Saturday, 29th May, 2021 at 10.00 a.m. through online platform of MS – Teams are as follows:

1. The meeting was attended by Fourteen members including internal and external members.
2. Leave of absence was sanctioned to Dr. Himanshu Dawda, Principal and Head, Department of Botany, R. J. College, Ghatkopar.
3. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
4. **Agenda No. 2: To discuss and revise the syllabus for FYBSc Botany courses** – The committee reviewed the revised FYBSc syllabus in detail and suggested few minor changes like reframing and rearrangement of few topics in algae and fungi, replacing of the family Solanaceae by Convolvulaceae, rephrasing of the topic microremediation & phytoremediation, etc. The panel appreciated addition of few interesting topics like wonders of plants and new trends in horticulture. The valuable suggestions shared by the BOS panel were incorporated and the syllabus was got approved.
5. **Agenda No. 3: To review the PSOs and COs of the UG and PG courses** – The panel reviewed the PSOs and COs in detail for all UG and PG courses and approved the same with few minor corrections and suggestions.
6. **Agenda No. 4: Any other point with the permission of the Chair** – The panel suggested inclusion of more applicative topics for the student assignments and self-study. It was decided that as a part of CIA, students may be given interesting applicative topics like preparation, application and evaluation of herbal cosmetics, participation in field based/ virtual excursions and report submission, hands on experience in horticultural gardening techniques, case studies based on recent topics in the subject, etc. The panel suggested the use of innovative teaching aids and practices, wherever applicable, to reach out to every student and also to update the knowledge of the new era.
7. The proposed syllabus with amendments for F.Y.B.Sc. Botany for the academic year 2021 – 2022 was approved and passed by the panel.

29/05/2021




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(Dr. Mahavir Gosavi)
Chairperson & HOD, Botany

Department Of Botany
Board of Studies Meeting
Date : 29/05/2021

Department Of Botany BOS Meeting Attendance

Name of external member		User Action	Timestamp
	Mahavir Gosavi	Joined	5/29/2021, 9:41:41 AM
Dr. Jessy Pius	\Jessy Pius (Guest)\''''	Joined before	5/29/2021, 9:41:41 AM
	\Jessy Pius (Guest)\''''	Left	5/29/2021, 10:53:58 AM
	\Jessy Pius (Guest)\''''	Joined	5/29/2021, 10:54:07 AM
	Vinaya Patil	Joined	5/29/2021, 9:42:49 AM
	Vishnuprasad Varadarajan	Joined	5/29/2021, 9:44:48 AM
	Neeraja Tutakne	Joined	5/29/2021, 9:44:52 AM
	Snehal Unde	Joined	5/29/2021, 9:46:55 AM
Dr. K. S. Rajput	Kishore Rajput	Joined	5/29/2021, 9:48:19 AM
	Priyanka Mahanty	Joined	5/29/2021, 9:55:57 AM
	SAKSHI RAJKUMAR	Joined	5/29/2021, 9:56:07 AM
	Ashwini Deshpande	Joined	5/29/2021, 9:56:25 AM
	Ashwini Deshpande	Left	5/29/2021, 11:30:32 AM
Dr Rajendra Shinde	Dr Rajendra Shinde (Guest)	Joined	5/29/2021, 9:59:07 AM
	Smita Jadhav	Joined	5/29/2021, 10:02:34 AM
Dr. Smita Jadhav	Smita Jadhav	Left	5/29/2021, 11:31:04 AM
	DEEPAK SOHONI (Guest)	Joined	5/29/2021, 10:02:54 AM
	DEEPAK SOHONI (Guest)	Left	5/29/2021, 10:59:54 AM
	DEEPAK SOHONI (Guest)	Joined	5/29/2021, 11:00:57 AM
Dr. R.M. Mulani	mulani1961	Joined	5/29/2021, 10:06:25 AM
	Smita Jadhav (Guest)	Joined	5/29/2021, 11:34:24 AM
	Ashwini Deshpande (organiser) (Guest)	Joined	5/29/2021, 11:34:36 AM



(Signature)
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Department of Chemistry

Meeting of the Board of Studies held on 29.05.2021

Minutes of the meeting

An online meeting of the Board of Studies (BOS) of Department of Chemistry, SIES College of Arts, Science and Commerce (Autonomous), Sion (W) was held on Saturday, 29th May 2021 using Microsoft Team Platform. The meeting was attended online by six external members. The external members reviewed the Chemistry syllabus.

The following points were suggested with regards to syllabus:

- To include the concept of arrow as recapitulation in FYBSc
- Generalize the concept of stereochemistry of dialkyl cyclohexanes to disubstituted cyclohexanes in SYBSc

Towards the end of the meeting, there was a discussion on the various MOOC platforms available for preparing interactive contents and engaging lectures such as MOODLE etc., as well as ways to engage the learners in an online classroom by use of mentimeters, Kahoot etc.




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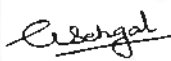

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DEPARTMENT OF CHEMISTRY

Date: 29th May 2021

Following members attended the Board of Studies meeting held on 29th May 2021 AT 12.30 PM.

Sr. No.	Function	Name of Person In-charge	Designation	Signature
1	Chairperson	Mrs. Gayatri Sehgal	Head, Department of Chemistry	
	Faculty members of Department	Mr. Shekar Aiyar	Associate Professor	Present
		Dr. George Abraham	Associate Professor	Present
		Dr. Santosh Katariya	Associate Professor	Present
		Dr. Nitin Mirgane	Assistant Professor	
		Mr. Santosh Tiwari	Assistant Professor	Present
		Dr. Pallavi T. Roy	Assistant Professor	Present
2	Two subject expert from outside the University of Mumbai, nominated by academic council	Dr. B. M. Bhanage bm.bhanage@ictmumbai.edu.in	Professor and Dean, Department of Chemistry, Institute of Chemical Technology, Nathalal Parekh Marg, Matunga, Mumbai – 400 019.	Present
		Dr. Nandita Madhavan nanditam@chem.iitb.ac.in	Associate Professor, Department of Chemistry, IIT Bombay, Powai, Mumbai – 400076.	Present
3	Vice-Chancellor's nominee	Prof. Lakshmy Ravishankar lakshravi@yahoo.com	Professor, Department of Chemistry, V. G. Vaze College, Mulund (E) Mumbai- 81	Present
4	One professional expert from Industry or any	Dr. Archana Bahuguna archana.bahuguna6@gmail.com	Senior General Manager, Accutest Research Laboratories	Present




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Page 1 of 2

	other field		Pvt. Ltd. A-31, Khairne MIDC, TTC Industrial Area, Khairne, Navi Mumbai – 400 709.	
5	Post graduate meritorious alumnus	Dr. Gomathi Shridhar shridharsundaram@hotmail.com	Head, Department of Chemistry V.K. Krishna Menon College of Commerce and Economics & Sharad Shankar Dighe College of Science, Bhandup (East), Opposite Bhandup Railway Station, Mumbai-400 042.	Present
6	Co-opted member	Prof. Vijay Dabholkar vijaydabholkar@gmail.com	Professor, Department of Chemistry, K. C. College, 123, Dinshaw Vacha Road, Vidyasagar Principal K. M. Kundnani Chowk, Churchgate, Mumbai, Maharashtra 400020.	Present



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DEPARTMENT of MATHEMATICS

SUBJECT: MINUTES OF THE MEETING OF THE BOARD OF STUDIES IN MATHEMATICS HELD VIRTUALLY VIA MSTEAMS ON SATURDAY, 29th MAY 2021 @11.30 A.M.

The following members were present for the meeting:

- 1) Ms.Rekha Watve Paradkar [Head of Dept)
- 2) Ms Geeta paluskar[Faculty]
- 3)Ms Vaishali Falnikar[Faculty]
- 4)Ms. Surjeet Kaur[Faculty]
- 5) Mr.Anoop Verghese[Faculty]
- 6) Dr. Ajit Kumar[HOD Mathematics@ICT Mumbai]
- 7) Dr. Anisa [Faculty @IISER,Pune]
- 8) Dr. V.V Hemasundar [Faculty@SIWS College,Mumbai]
- 9) Ms. Shruthi Subhash [Faculty@ NMIMS College of Engineering]

At the onset, the HOD welcomed the members to the BOS meeting and having confirmed the quorum of the meeting, the agenda of the meeting was taken up for discussion.

- 1) Minor changes in FYBCom syllabus of Mathematical and Statistical Techniques were suggested by the faculty members which were approved unanimously.
- 2) The proposed topics in FYBSc Paper-1 And 2 were discussed by all with valuable inputs by Dr. Ajit Kumar and Dr. Anisa, changes were incorporated and the proposed syllabus was passed unanimously.
- 3) Dr.Ajit Kumar brought in some more clarity into discussion on Course outcomes, and credit points
- 4) Changes in the Internal Evaluation pattern to suit the present online mode of teaching – learning was discussed.

The meeting ended with a vote of thanks and a virtual group photograph.



Rekha
Head Department Mathematics



Sur
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SIES College of Arts, Science and Commerce [Autonomous]
DEPARTMENT of MATHEMATICS

SUBJECT: MINUTES OF THE MEETING OF THE BOARD OF STUDIES IN MATHEMATICS HELD VIRTUALLY VIA MSTEAMS ON THURSDAY, 23rd DEC 2021 @3 P.M.

The following members were present for the meeting:

- 1) Ms.Rekha Watve Paradkar [Head of Dept]
- 2) Ms Geeta Paluskar[Faculty]
- 3) Ms Vaishali Falnikar[Faculty]
- 4) Ms. Surjeet Kaur [Faculty]
- 5) Mr.Anoop Verghese[Faculty]
- 6) Dr. Anisa [Faculty @IISER, Pune]
- 7) Dr. V.V Hemasundar [Faculty@SIWS College,Mumbai]
- 8) Ms. Shruthi Subhash [Faculty@ NMIMS College of Engineering]
- 9) Mr.Balachandra Devadiga[Lead HR analytics & Digitization/ Manager with Mahindra Group]

Absent:

Dr. Ajeet Kumar was granted leave of absence.

Agenda of the meeting:

1. Review of the changed syllabus of FYBSc
2. To discuss the Implementation plan for additional credits to be introduced for First year from academic year 2021-22.
3. Any other matter

At the onset, the HOD welcomed the members to the BOS meeting and introduced the new member Mr.Balachandra Devadiga to all present. Having confirmed the quorum of the meeting, the agenda of the meeting was taken up for discussion.

1)After a thorough discussion of the FYBSc syllabus, the following changes were agreed upon by all. In FYBSc-Paper-I, study of some standard sequences to be included in the topic on Sequences. Also Cauchy sequences with all its results and examples to be included in Paper-I-Semester-2.The proposed changes were incorporated and the proposed syllabus was passed unanimously.




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- 2) In order to make the syllabus more application oriented, Dr. Anisa suggested that Lecture series by industry experts be conducted to create awareness among students about various resources available. Mr. Devadiga proposed to inculcate coding practice to first year students by initiating the use of Mathematical softwares like Geogebra and Desmos
- 3) For Agenda-2, it was clarified that the existing credit structure of 120 points at FYBSc level would not be disturbed and the Department would design a compulsory 16 hours value added course at FY level having 1 credit point.

The meeting ended with a vote of thanks and a virtual group photograph.



Rekha Watve-Paradkar
Head Dept of Mathematics



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Minutes of the BOS meetingBOS meeting
DEC 20, 2021

The Board of studies meeting was held on 22nd Dec, 2021 at 4pm via online mode (MS Teams). The agenda of the meeting was to discuss and review the SYBSc. syllabus which is due for revision in June 2022. The quorum of the meeting was 6 appointed BOS members and the Teaching staff of the Department of Microbiology. Following points were suggested by the panel members :

Paper No.	Semester	Title of the paper	Topic	Suggestions
SIUSMIC31	3	Biomolecules and Analytical Microbiology	Unit 1- <ul style="list-style-type: none"> Estimation of Proteins- Folin Lowry Method, Barfords method, Protein estimation by UV Spectrophotometer. DNA estimation by UV Spectrophotometer. 	Addition to the unit
			Unit 2.1- <ul style="list-style-type: none"> ACDs elements in maize to be added in transposons Genetic code – Sanger's sequencing method other functions of nucleotide 	Addition to the unit Addition to the unit Remove from sem 3 Instead to be introduced in SEM 4 unit 1
SIUSMIC32	3	Environmental Microbiology	NIL	NIL
SIUSMIC33	3	Advances in microbiology and Medical Microbiology	Unit 3.1- <ul style="list-style-type: none"> gold nanoparticles nanoparticles in general Synthesis of NPs- Physical, Chemical and Biological methods 	Remove Addition to the unit



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			<ul style="list-style-type: none"> • Characterization- UV spectrophotometer, SEM, TEM • Various applications of NPs- medical, environmental, food and industry 	Addition to the unit
			Unit 2.5 <ul style="list-style-type: none"> • VITEK as identification method 	Addition to the unit
			Unit 3.3 <ul style="list-style-type: none"> • First line of defense – SALT, MALT, GALT. Skin, GI and respiratory tract • Second line of defense- Phagocytosis acute and chronic inflammation • Types of Antigens. Factors affecting antigenicity • Ab structure and types 	Addition to the unit
SIUSMIC41	4	Metabolism and Basic Analytical Techniques	Unit 1: <ul style="list-style-type: none"> • Other functions of nucleotide 	Addition to the unit
			Unit 3: <ul style="list-style-type: none"> • Differential centrifugation 	Addition to the unit
SIUSMIC42	4	Industrial, Food and Dairy Microbiology	NIL	NIL
SIUSMIC43	4	Microbial diversity, taxonomy and Applications of Microbiology	Unit 2: <ul style="list-style-type: none"> • 'ome' families • Introduction to metagenomics 	Remove Addition to the unit

Semester	Practicals	Suggestions
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[Signature]
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SIUSMICP-3 SEM 3	Introduction to colorimeter and study of λ max	Addition to the practicals
	DNA estimation by UV Spectrophotometer technique Preparation of NPs and characterization using UV Spectrophotometer	
	Blood grouping Estimation of reducing method by Fehling's method Rapid Detection of <i>E.coli</i> by MUG Technique	Remove
SIUSMICP-3 SEM 4	NIL	NIL

The above points will be considered for the final revision of the SYBSc.

Syllabus. The final (updated) syllabus will be displayed in the next meeting to be held at the end of this semester.

for 
Dr. Manju Phadke

Head, Dept. of Microbiology

HEAD OF THE DEPARTMENT OF MICRO-BIOLOGY
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5th June 2021

1. Mr. Vinod Menon (Chairman)
2. Mr. Kiran Nabar
3. Mr. Anand Ambardekar
4. Dr. Vishal Dev Ashok
5. Dr. Vinita Dhulia
6. Dr. Vivek Parkar
7. Dr. Ameeya Bhagwat
8. Mr. Sukhetu Shah
9. Dr. Kamal Bhatia

Dear Sir / Madam,

Greetings from SIES!

I am happy to invite you for the second meeting of the BOS members in the academic year 2020-21 . This meeting will be held on-line in MS Teams platform on Saturday, 5th June 2021 at 2:00 pm.

I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:

1. To discuss and finalize the F. Y. B. Sc. Physics Syllabus from academic year 2021-22.
2. Review the Question papers set at the semester end examination .
3. Any other matter .

Thanking you,

Yours Sincerely,

blalalal

fr Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, West, Mumbai 400 022



Jwar
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SIES College of Arts, Science & Commerce (Autonomous) Physics Department

Minutes of the meeting of members of BOS - Physics held on 05.06.2021 at 2.00 pm in the Physics Department .

1. The meeting was attended by 8 members including internal and external members.
2. Leave of Absence was sanctioned to Mr. Suketu Shah. He could not join the meeting due to health issues.
3. Mr. Vinod Menon expressed grief at the sad and untimely demise of two of the members of BOS, Late Ms. Pratibha Pai and Mr. Swapnil Jawkar. Members paid tribute to both.
4. Point no. 1 : Review of the syllabus : Chairman Mr. Vinod Menon shared the draft syllabus of F. Y. B. Sc. physics (Sem-I and II) to be implemented from the academic year 2021-22. A soft copy of the same was already shared with the members. Members had a thorough discussion on all the topics in theory and Practical Courses. With inclusion of their valuable suggestions, the final draft of the F.Y.B.Sc (Physics) syllabus was unanimously passed.
5. Point No. 2: Review the Question papers set at the semester end examination : Mr. Vinod Menon appraised the members about the online assessment conducted by the department for UG and PG courses.
6. Point no 3: Any other points :
Mr. Vinod Menon informed the members about various activities-conducted by the department in addition to the regular courses. Some of them were:
 - 30 hour training program in Python and Raspberry pie.
 - A 3 day workshop for UG students with the help of MSc students as resource persons. Teachers played the role of Mentors.
 - A 4 day webinar series for UG and PG students; resource persons being our own faculty members and from other research institutes.

Finally, the Chairman thanked all the BOS members for their cooperation and active support, and declared the end of the meeting.

Date: 05.06.2021



[Handwritten Signature]
Chairman

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Meeting Attendance

Full Name	User Action	Timestamp
Kiran Nabar	Joined	05/06/2021, 13:51:06
Vinod Menon	Joined before	05/06/2021, 13:51:06
Maheshwar Falake	Joined before	05/06/2021, 13:51:06
Maheshwar Falake	Left	05/06/2021, 15:10:23
Seema Jadhav	Joined before	05/06/2021, 13:51:06
Vishal Ashok	Joined before	05/06/2021, 13:51:06
Anand Ambardekar	Joined before	05/06/2021, 13:51:06
Vivek Parkar (Guest)	Joined before	05/06/2021, 13:51:06
Aarti Muley	Joined	05/06/2021, 13:55:01
Dr.Vinita Dhulia (Guest)	Joined	05/06/2021, 14:04:37
Dr.Vinita Dhulia (Guest)	Left	05/06/2021, 14:09:36
Ameeya A Bhagwat (Guest)	Joined	05/06/2021, 14:05:43
Dr.Vinita Dhulia (Guest)	Joined	05/06/2021, 14:08:25
kamal (Guest)	Joined	05/06/2021, 14:18:25




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NOTICE

May 21, 2021

The Board of Studies meeting for the department of Statistics, SIES College has been scheduled on May 29th 2021 at 4pm. Kindly make it convenient to attend the meeting. The agenda for the meeting shall be mailed shortly.




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DEPARTMENT OF STATISTICS

AGENDA FOR BOARD OF STUDIES MEETING:

BOS meeting to review the syllabus and the examination pattern is scheduled on 29th May 2021.

The following changes in the syllabus are proposed:

FYBSc:

Paper-I:

- In Semester-I Unit-I, in types of data, include observational data, experimental data etc. which is used in research.
- In Semester-II Unit-III, replace "Index Numbers" by "Vital Statistics".

Paper-II:

- In Semester I: Unit-II is renamed as "Random Variables" where both discrete and continuous random variables shall be included.
- In Semester II:
Unit-I will be "Standard Continuous Distributions".
Unit-II will be named as "Estimation".
Unit-III will be named as "Testing of Hypotheses and Large Sample Tests".


In all practicals of Paper I & II, include problems to be solved using MS Excel.

Pattern of Practical examination:

- 50 Marks of each practical paper will be split into 30 marks for written exam, 15 marks for exam on MS Excel and 5 marks for journal.
- One and a half hour will be allotted to attempt practical exam & 15 minutes for exam on MS Excel for each paper.

***No changes in SYBSc and TYBSc syllabus.**




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DEPARTMENT OF STATISTICS

ATTENDANCE OF BOARD OF STUDIES

Sr. No.	Category	Name	Position	Status
1	Head of the Department	Ms. Pallavi Rege	Chairperson	Present
2	Internal faculty	Ms. Priyanka Dangar	Member	Present
3		Ms. Prachi Vaidya	Member	Present
4		Ms. Adiba Kazi	Member	Present
5		Ms. Aditi Samant	Member	Present
6		Subject Expert nominated by Academic Council from outside Mumbai University.	Dr. Sanjeev Sabnis (IIT, Mumbai)	Member
	Dr. Shailaja Rego (NMIMS)		Member	Present
7	Expert nominated by Vice Chancellor	Dr. Santosh Gite	Member	Present
8	Representative of Industry/Corporate/Allied Area	Mr. Vinayak Deshpande	Member	Absent
9	Post Graduate Meritorious Alumnus	Dr. Mahesh Iyer	Member	Absent
10	Co - opted by HOD	Dr. Vaijayanti Dixit	Member	Present




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Statistics

Full Name	User Action	Timestamp
Prachi Vaidya	Joined	"5/29/2021, 3:45:50 PM"
Prachi Vaidya	Left	"5/29/2021, 3:55:28 PM"
Prachi Vaidya	Joined	"5/29/2021, 3:56:39 PM"
Pallavi Rege	Joined	"5/29/2021, 3:45:50 PM"
Pallavi Rege	Joined	"5/29/2021, 3:56:39 PM"
Priyanka Dangar	Joined	"5/29/2021, 3:45:50 PM"
Priyanka Dangar	Joined	"5/29/2021, 3:56:39 PM"
Adiba Kazi	Joined	"5/29/2021, 3:53:30 PM"
Adiba Kazi	Joined	"5/29/2021, 3:56:39 PM"
Aditi Shripad Samant	Joined	"5/29/2021, 3:54:54 PM"
Aditi Shripad Samant	Joined	"5/29/2021, 3:56:39 PM"
Shailaja Rego (Dr.)	Joined	"5/29/2021, 3:56:39 PM"
Sanjeev V Sabnis	Joined	"5/29/2021, 3:59:25 PM"
Sant Gite (Guest)	Joined	"5/29/2021, 4:08:01 PM"
Sant Gite (Guest)	Left	"5/29/2021, 5:03:43 PM"
Vaijayanti Dixit	Joined	"5/29/2021, 4:08:59 PM"
Vaijayanti Dixit	Left	"5/29/2021, 4:13:11 PM"
dixit (Guest)	Joined	"5/29/2021, 4:12:54 PM"




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26.05.21

NOTICE

The Board of Studies meeting of Department of Zoology will be held on 05-06-2021 at 3.00 p.m. online on Microsoft Teams platform, to consider:

AGENDA

- a) Review of the teaching, learning and evaluation pedagogy implemented during the pandemic in the academic year 2020-21
- b) Discussion and approval of the UGC choice-based credit and grading system with revision of credits to be implemented from academic year 2021-22


Dr. Satish Sarfare
Vice Principal
Head, Department of Zoology




Principal
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Minutes of the meeting of the Board of Studies in Zoology

The meeting of the Board of Studies in Zoology was held via MS team (SIES College meeting platform) on Saturday, 5th June 2021 at 3.00 pm.

The agenda of the meeting were as follows:

- a) Review of the teaching, learning and evaluation pedagogy implemented during the pandemic in the academic year 2020-21
- b) Discussion and approval of the UGC choice-based credit and grading system with revision of credits to be implemented from academic year 2021-22

Members of the Board of Studies in Zoology

1. **Dr. Satish Sarfare** – Head, Department of Zoology (Faculty, SIES College)
2. **Mr. Pushparaj Shetty** – Faculty (Member)
3. **Ms. Rupali Vaity** – Faculty (Member)
4. **Mr. Madhavan Gopalan** – Faculty (Member)
5. **Dr. Aditya Akerkar** – Faculty (Member)
6. **Dr. Chhaya Panse** – Professor and Head, Department of Zoology, Principal, M.D College, Parel (Vice Chancellor's Nominee)
7. **Dr. Manoj Mahimkar** – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
8. **Mr. Kedar Gore** – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
9. **Dr. Sasikumar Menon** – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the principal)
10. **Ms. Uma Bandekar** – Currently working with IQVIA as Centralized Monitoring Lead (University Merit Ranker/ 1st position, one postgraduate meritorious alumnus to be nominated by the principal)

Dr. Chhaya Panse and Mr. Kedar Gore could not attend the meeting due to prior professional commitments and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them.

Minutes

Opening Remarks:

Dr. Satish Sarfare gave an introductory presentation reflecting upon a year of online education. He discussed certain virtues and shortcomings of online teaching, learning and evaluation pedagogy. All the departmental activities that were successfully undertaken and managed, were highlighted. Some of these included:

- Currently in-use, e-Learning Modalities
- Students' coordination and virtual participation in departmental festivities
- Shared about the online platform created for discussion and networking with alumni.
- Release of departmental e-newsletters

He acknowledged the difficulties faced by the students who lacked access to digital learning resources but managed with the same, referring to their parents as 'Unsung heroes'.



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Discussion based on agenda started thereafter.

Key points:

Based on 1st Agenda

- Under available circumstances continue providing simulations, virtual tours, practical recordings, links for the additional references and other e-resources.
- Conduct practical for currently outgoing students in small batches as and when possible.
- Run bridge practical courses after the end of semester of current year, if permitted.
- Encourage student's active participation through creative internal assignments like talks, discussions, photography etc.

Based on 2nd Agenda

- Discussed on latest university guidelines of new credit-based system for autonomous colleges.
- Encourage incorporation of research component in UG, as it was before as per the latest guidelines.
- Bifurcation of core course, general electives and incorporation of additional skill-based programme common for all sciences.
- Elucidation of programme-based, programme-specific based and course specific outcomes.

Comments and Suggestions of Board Members during the meeting:

Dr. Manoj Mahimkar

- Appreciated all the efforts of the faculties in the teaching, learning and the pedagogy under the present circumstances.
- Suggested to collect feedback from the students.
- Emphasized on the use of different e-learning resources.
- Was appreciative of the proposed programme-based credit courses.
- Opined, to get professionals on board (like Cactus Communications) to help students with the skills of scientific communication if feasible.

Dr. Sasikumar Menon

- Expressed concern for outgoing students of BSc and MSc with no hands-on experiences.
- Suggestive of conducting bridge courses for the currently enrolled students in small batches, as and when possible.
- Expressed doubts about total credits exceeding the university allocation and asked the faculty to reconfirm.
- Also, was appreciative of the proposed programme-based credit courses and work carried out by faculty members so far.

Ms. Uma Bandekar

- Suggested encouraging group discussion.
- Discussed about hybrid and blended learning.
- Was appreciative of the proposed programme-based credit courses for all round personality development.
- Also appreciated, all the efforts of the faculties in the teaching, learning and the pedagogy under the present circumstances




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Dr. Satish Sarfare

- Asserted, the outgoing students will be given an option to learn the skills they missed as and when the college reopens.
- In regard to e- resources, spoke about the NPTEL an online self-learning resources of which students already have an option of.
- Appreciated the work of new faculty members in terms of handling the responsibility and maneuvering the teaching learning tools.
- Spoke about creative way of conducting internal assignments.
- Explained about the bifurcation of the credits to be implement for the next academic year.
- Commented on mapping and quantification of quality in higher education.
- Requested for a year of time to carry out revision of MSc syllabus under the present situation.

Mr. Madhavan Gopalan

- Shared his preference of visiting college for teaching, instead of work from home
- Also, shared his positive outlook at the pandemic stating 'while arranging the talks he could bring world on a single platform and accessible to all at once, which otherwise wasn't possible and never thought over in the classical setting.
- Spoke about how creative assignments and need of the hour skills in statistics and excel are already being incorporated in the learning culture by the department.

Dr. Aditya Akerkar

- Shared his online teaching experience for paper IV (field biology) using virtual tours.
- Also asserted, as and when the college reopens, he will make sure to give them a choice to learn it on field.

Meeting Adjourned at 4.00 pm

Minutes submitted by

Dr. Satish Sarfare
Vice Principal
Head, Department of Zoology,
SIES College of Arts, Science and Commerce
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Email: satishs@sies.edu.in



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29.05.21

NOTICE

The Board of Studies meeting of Department of Bioanalytical Sciences will be held on 08-06-2021 at 3.00 p.m. online on Microsoft Teams platform, to consider:

AGENDA

- a) Review of the teaching, learning and evaluation pedagogy implemented during the pandemic in the academic year 2020-21.
- b) Discussion on the industrial training/internship for M.Sc part 2 students in the academic year 2021-22
- c) Permission for the proposal for research recognition of Bioanalytical Sciences Laboratory for Ph.D. students


Dr. Satish Sarfare
Vice Principal
Head, Department of Bioanalytical Sciences


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Minutes of the meeting

Minutes of the meeting of Board of Studies in the subject of Bioanalytical Sciences was held on 08-06-2021 at 03.00 p.m. virtually on MS Teams online platform.

The agenda of the meeting:

1. Review of the teaching, learning and evaluation pedagogy implemented during the pandemic in the academic year 2020-21.
2. Discussion on the industrial training/internship for M.Sc part 2 students in the academic year 2021-22
3. Permission for the proposal for research recognition of Bioanalytical Sciences Laboratory for Ph.D. students

Board members:

Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences, Head, Department of Zoology (Faculty, SIES College)

Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)

Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)

Professor (Dr.) Sunita Shailajan – Head, Department of Botany, Ramnarain Ruia College (Autonomous) (Subject expert from other institution)

Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University and University Nominee)

Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences, (Subject expert from outside the College)

Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)

Dr. Ajit Datar – Advisor, Shimadzu Analytical Pvt Ltd (Subject/Industry expert from outside the College)

Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)

Dr. Juliet Victoria – Research Scientist, Terravana Group (Postgraduate, Alumnus, SIES College)

Dr. Savita Kulkarni and Dr. Pallavi Roy could not attend the meeting due to prior professional commitments and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them.

Point no.1 of the notice

Review of the teaching, learning and evaluation pedagogy implemented during the pandemic in the academic year 2020-21

Dr. Satish Sarfare

- In a brief overview of academic year 2020-2021, Covid-19 Pandemic has been a game changer but also a great teacher which has changed teaching learning from real to virtual space.
- The challenges in new normal have been idea of college as physical structure has been disrupted, new terms of engagement have emerged, Digital divide amongst students and their




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accessibility to resources, redefining the role of instructors to meet the learner's expectations as there is a shift in focus from teacher-centric to learner-centric education.

- Online lectures and practical were conducted on MS Teams using interactive videos and simulations but for a course like Bioanalytical Sciences where hands on training is integral part of the curriculum and being the first batch, students were disappointed not to come to campus.
- Evaluation pedagogy also changed where emphasis was more on application, analysing and interpreting rather than mere understanding of concepts. Ayush project (a compulsory component which is to be practically performed) was modified where students were provided with research papers on standardization of ASU formulations and students had to present the topic as they have researched and performed it. This was to develop research aptitude and critical thinking among students.
- Even in a virtual mode students came up with creative ideas for extracurricular activities such as departmental and college festivals.
- There were no industrial or field visits in 2020-21 but online lectures by visiting faculty especially from industries were increased in 2020-21.
- RUSA, which had been instrumental in providing RUSA grant for the establishment of the department of Bioanalytical Sciences in SIES College of Arts, Science and Commerce (Autonomous) conducted an audit on 5th March 2021. RUSA representative Mr. Pramod Patil examined the infrastructure and the maintenance of various instruments with its proper documentation, records of procurement of new instruments such as GC, HPTLC. Department of Bioanalytical Sciences passed the RUSA audit successfully.
- The academic plans for 2021-22 includes a) Academia- Industry collaboration as the department of Bioanalytical Sciences has submitted a proposal "Skills Vigyan Programme under DBT state Partnership". B) Apply for a proposal to UGC HRD to conduct 'Refresher Course in Bioscience' organised by department of Bioanalytical Sciences in collaboration with department of Biotechnology, SIES College of Arts, Science and Commerce (Autonomous)

Dr Sasikumar Menon

- Commendatory review of academic year 20-21 which was conducted online but offline is important for a course like Bioanalytical Sciences.
- For students who are in M.Sc part 1 and would progress to M.Sc part 2 conduct a hands on 15 days bridge instrument handling course.
- Use the Unlock notification issued by Government of Maharashtra dated 15th October 2020 which concerns with allowing students belonging to skills courses to be present on college campus. (For this purpose, get approval from principal that Bioanalytical Sciences is a skills course so that a letter can be issued by the college which can be used for students for travelling in public transport)

Dr Sunita Shailajan

- Congratulatory review of academic year 20-21
- Ayush Project where student's interpretation was asked was a good idea (a query about student feedback about project was asked. (The student feedback was mailed subsequently).



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A handwritten signature in blue ink, appearing to be 'Sunita Shailajan', written over the printed name of the Principal.

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Dr Ajit Datar

- As one of the visiting faculty for the department of Bioanalytical Sciences (both M.Sc part 1 and 2) limited online interaction with students was good and would like to continue the interaction in offline mode when situation is back to normal.

Mr. Hemant Deshpande

- Academic review of 2020-21 is good
- Priority should be given to the Skills Vigyan Programme under DBT state Partnership" as this would align students for internship in industries.

Dr. Naomita Dhume

- As a co-ordinator of Bioanalytical Sciences in G.N Khalsa College Arts, Science and Commerce (Autonomous) similar method for evaluation of Ayush Project was undertaken. General opinion was students were able to understand standardization and different instrumentations. But, were disappointed due to virtual mode.

Dr. Juliet Victoria

- The Bioanalytical Sciences laboratory looks well equipped as seen in RUSA audit pictures.
- Query was asked with respect to Ayush project about the student's ability to understand the research paper, whether student was able to find out the lacunae in the research paper. Did the projects given able to generate interest for higher learning in student (The student feedback was mailed subsequently).

Dr. Tara Menon

- For the students in the department of Biotechnology instead of research project or dissertation, an exercise was given where students had to prepare a project proposal. The project proposal should include aim, background, budget and other components but the idea for the project proposal should be unique. Few of these ideas were selected for Avishkar (Inter Collegiate Competition)

Point 2 of the Notice

Discussion on the industrial training/internship for M.Sc part 2 students in the academic year 2021-22

Dr. Satish Sarfare


- The first batch of M.Sc Bioanalytical Sciences could not undergo internship program between their semester 2 and 3 due to pandemic reasons. They students were evaluated for this component (Industrial Training) by submitting a Review of Literature instead
- Many of the students were interested to undergoing internship programme. Therefore, after their semester 4 examination they applied for internship in institutes like Haffkine Biopharmaceuticals and FDA (Mumbai)
- These students were selected and now are undergoing their internship.

Dr. Sasikumar Menon

- It is really heartening to know the students are doing their internship in institutes like Haffkine



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Point 3 of the Notice

Permission for the proposal for research recognition of Bioanalytical Sciences Laboratory for Ph.D. students

Dr. Satish Sarfare

- For a course like Bioanalytical Sciences 80-90% students opt for jobs in Industries after their post-graduation but there are 10-15 % of students who are convinced for Higher studies especially in research. Few want to pursue Ph.D. programme
- An appeal to Board of Studies members to grant permission for the proposal for research recognition of Bioanalytical Sciences Laboratory for Ph.D. students

Dr Sasikumar Menon

- Approved for the recognition of Bioanalytical Sciences Laboratory for Ph.D students
- An application must be made for the recognition of the Laboratory to the concerned authorities.
- Seek collaborations with industries for research topics so there is no financial burden on students who want to pursue Ph.D.

Dr. Sunita Shailajan


- Students pursuing Ph.D must be curious about the subject.
- Request College management to start a fellowship for students or a competition where students can display their research and can get some fellowship as an award.
- Maybe Dr Satish Sarfare and Dr. Tara Menon can collaborate on some research projects.

Dr Naomita Dhume


- Due to financial conditions many students don't pursue Ph.D.
- Some financial assistance should be given to students to pursue Ph.D.

Meeting Adjourned at 4.30 pm

Minutes submitted by


Dr. Satish Sarfare
Vice Principal
Coordinator, Department of Bioanalytical Sciences,
SIES College of Arts, Science and Commerce
(Autonomous), Sion (West), Mumbai – 400022
Email: satishs@sies.edu.in




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**SIES College of Arts Science and Commerce (Autonomous),
Sion (West), Mumbai - 400022**


**Minutes of the Commerce Board of Studies meeting held on 31st May, 2021 at
10.00 AM on MS TEAMS.**

1. The meeting started with introduction and welcome speech by the Chairperson.
2. The minutes of the previous BOS meeting was read and confirmed by the members.
3. The Student feedback on syllabus of various semesters was presented and discussed. The members expressed their satisfaction on the feedback.
4. The revised FYBCom syllabus, with Course Outcomes (COs) and evaluation pattern, of Commerce I and II, Accounting and Financial Management I and II, Environmental Studies I and II and Foundation Course I and II (FYBCom / FYBA / FYBSc) was presented, discussed and reviewed. After incorporating valuable inputs and suggestions by Dr. Shobha Dedhia, Dr. Seema Gosher, Dr. Kinnarry Thakkar, Dr. Seethalekshmy and CA Anand Krishnamoorthy, the final syllabus was approved by the members.
5. The meeting concluded with vote of thanks by the Chairperson.
6. The meeting was attended by the following members:

- (i) Mr. Roy Mathew
- (ii) Mrs. Maria Fernandes
- (iii) Mrs. Nitya R. Mahajan
- (iv) CA Avin K. Shah
- (v) Mr. Krishnan Ramchandran
- (vi) Dr. (CA) Seema Gosher
- (vii) Mr. Siddhartha Vaidya
- (viii) Dr. Shobha Dedhia
- (ix) Dr. Kinnarry Thakkar
- (x) CA Anand Krishnamoorthy
- (xi) Dr. N Seethalekshmy
- (xii) Mrs. Tushari Vinayak




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Head,
Department of Commerce

**SIES College of Arts Science and Commerce (Autonomous),
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Date: 29.05.2021

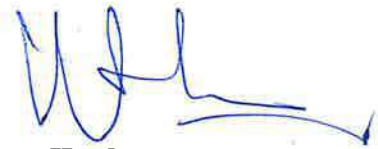
The meeting of the Board of Studies for Commerce of SIES College of Arts Science and Commerce (Autonomous), Sion (W) is scheduled on 31st May, 2021 at 10.00 am on MS TEAMS. The agenda of the meeting is as follows:

1. To present and confirm the minutes of the last BOS meeting.
2. To discuss the student's feedback on syllabus.
3. To present, review and approve the revised FYBCom syllabus.
4. To discuss any other matters.

Members of the Board of Studies in Commerce:

Sr. No.	Name of the Member
1	Mr. Roy Mathew
2	Mrs. Maria Fernandes
3	Mrs. Nitya Mahajan
4	CA Avin K Shah
5	Mr. Krishnan Ramchandran
6	Mr. Siddhartha Vaidya
7	Dr. (CA) Seema Gosher
8	Dr. Shobha Dedhia
9	Dr. Kinnarry Thakkar
10	CA Anand Krishnamoorthy
11	Dr. Seethlekshmy. N
12	Mrs. Tushari Vinayak

Looking forward to meeting you all for the said meeting.



**Head,
Department of Commerce**




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Department of Commerce
Board of Studies Meeting
Date : 31/05/2023

Sr.No.	Full Name	User Action	Timestamp
1	Nitya Mahajan	Joined	5/31/2021, 9:59:33 AM
2	Krishnan Ramchandran	Joined before	5/31/2021, 9:59:33 AM
3	Seethalekshmy N	Joined before	5/31/2021, 9:59:33 AM
4	Avin Shah	Joined before	5/31/2021, 9:59:33 AM
5	Maria Fernandes	Joined before	5/31/2021, 9:59:33 AM
6	Roy Mathew	Joined before	5/31/2021, 9:59:33 AM
7	Anand K	Joined before	5/31/2021, 9:59:33 AM
8	Dr. Kinnarry (Guest)	Joined	5/31/2021, 10:00:09 AM
9	SIDDHARTHA SURESH VAID	Joined	5/31/2021, 10:01:27 AM
10	seema (Guest)	Joined	5/31/2021, 10:02:04 AM
11	Shobha Dedhia (Guest)	Joined	5/31/2021, 10:04:35 AM
12	Tushari (Guest)	Joined	5/31/2021, 10:18:32 AM



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DEPARTMENT OF BIOTECHNOLOGY

Board of Studies – Minutes of the meeting

Date: 02.06.2021

Time: 4.00 PM

The board of studies meeting was conducted Online using MS Teams Platform at 4.00 PM on 02nd June, 2021 for reviewing the FYBSc, SYBSc, TYBSc, M.Sc. part I and II autonomous syllabus (2021-22).

The meeting was attended by Dr. Savita Kulkarni (Associate Professor, Department of Life Sciences, HBNI, Anushakti Nagar), Dr. Deepali Karkhanis (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Thankamani Marar (Dean, School of Biotechnology and Bioinformatics, D.Y. Patil University), Dr. Varsha Kelkar-Mane (Head, Department of Biotechnology, University of Mumbai), Dr. Swati Jadhav (Scientist, Advanced Enzymes), Dr. Sneha Panvalkar (Head, Dept of Biotechnology, G.N Khalsa College, Matunga), Mr. Nikhil Kadlag (PhD Scholar, ICT, Mumbai), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department.

The session was initiated by Dr. Tara Menon, who welcomed the members and read out Agenda of the current BOS and minutes of the meeting of previous BOS held on 7th August, 2020. Survey results of Feedback on curriculum by UG and PG students were presented.

The modifications made in the undergraduate syllabus was explained by Dr. Subi Yoosuf. Briefly, In the course SIUSBT12- Bioorganic Chemistry, Lipids which formed a part of Unit I will be shifted to Unit III. Few topics like Isomers of monosaccharides, Mutarotation, Concept of epimers and anomers, Structural and functional polysaccharides, Glycoproteins and proteoglycans were added to Unit I. Accordingly the title of Unit I and Unit III would be changed to Carbohydrates and 'Nucleic acids and Lipids' respectively. Further, the Biostatistics component from Course SIUSBT26 will be shifted to SYBSc and continue upto TYBSc level in order to help the students apply Biostatistics in their TYBSc research projects. The unit of Biostatistics in Course SIUSBT26 will be replaced by the new unit, Applications of Enzymology and Immunology' which will include topics like Applications of enzymes in various industries, Immobilized enzymes, Vaccines, Monoclonal and Polyclonal antibodies and its applications. In




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the Practical syllabus of FYBSc, the problems based on Biostatistics 'will be replaced by the experiment on Encapsulation of yeast and Estimation of Invertase activity. These changes were approved unanimously by the members of the Board of Studies.

In TYBSc few changes were incorporated in SIUSBT51. Unit IV of this paper was modified to include few topics on Cancer Immunology like Types and causes of cancer, Oncogenes, Tumour suppressor genes, Tumor antigens and markers, Immunotherapy. Dr. Savita Kulkarni suggested addition of few more topics like Signal transduction pathways in Cancer, CD antigens, Cancer Stem cells and Flow Cytometry. The discussion on FYBSc, SYBSc and TYBSc theory and practical syllabus was followed by the presentation for the Online Evaluation Pattern.

MSc syllabus was presented by Dr. Richa Singh. No changes were proposed to the Theory and Practical syllabus. Taking into consideration the Student's Feedback on Curriculum and Evaluation pattern, few changes were proposed to the Internal Evaluation scheme. Instead of having Power point presentations for 40 marks, the BOS members suggested an Open Book Exam and Viva of 20 marks each. The Online Evaluation Pattern for the Semester End Examination through JUNO Portal and Practical exam pattern was also presented and discussed upon.

The Program Specific Outcomes and Course Outcomes included in the Syllabus was shared with the BOS members through E-mail. They were duly ratified by the BOS Members.

The meeting ended with a formal vote of thanks by Dr. Tara Menon.




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Minutes of the meeting of BOS of Department of Computer Science & Department of Information Technology for BSc(Data Science) on 16.06.2021

1. The BSc(Data Science) course structure containing the eligibility, evaluation scheme along with the syllabi for the First year was mailed to the BOS members seeking consent.
2. The course structure along with the syllabus for First year course was approved by the BOS members.

Date: 16.06.2021


Chairperson

(Mr. Manoj Singh)



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24th May 2021

NOTICE

The BOS meeting of Department of Information Technology for BSc(Information Technology) will be held on Thursday, 27.05.2021 at 4.00 pm in online mode through Microsoft Teams platform ,to consider :


AGENDA

1. Review of FYBSc(IT) , Semester I syllabus (Theory and Practicals)
2. Review of FYBSc(IT) , Semester II syllabus (Theory and Practicals)
3. Any other point with the permission of the Chair.

Ms. Sudha Bhagavatheeswaran

Chairperson




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Minutes of the meeting of BOS of Department of Information Technology for BSc(IT) which was held on 27.05.2021 at 4.00 pm in the online mode through Microsoft Teams Platform


1. The meeting was attended by 11 members.
2. Leave of Absence was sanctioned to 1) Dr. Srivaramangai, Subject Expert from Parent University
3. Meeting commenced with welcome address by Ms. Sudha Bhagavatheeswaran
4. Review of FYBSc(IT) , Semester I syllabus (Theory and Practicals):
 - For the paper, Digital Electronics , it was suggested by Dr. Anup Palsokar to have Karnaugh maps upto 4 variables only.
 - For the paper , Digital Electronics Practical, it was suggested by all members to use online simulators like MMLogic, Logisim, CircuitVerse, CircuitLab etc
 - For the paper , Communication Skills, Dr. Hiren Dand felt that the syllabus needs to be modified as per the reference book "Professional Communication Skills" by Aruna Koneru since the language is easier to understand
5. Review of FYBSc(IT) , Semester II syllabus (Theory and Practicals)
 - For the paper, Microprocessor Architecture , it was suggested by Dr. Anup Palsokar to include Introduction of Rasberry Pi 4, Arduino architecture in Unit 5 and remove i5 and i7 architectures from Unit 5 since they were too complex .
6. Other points discussed with the permission of the Chair:
 - Operating Systems in Semester 1 was swapped with Web Programming in Semester 2 as already discussed in the previous BOS meeting. This was approved by all the members.
 - Dr. Swati Sherekar suggested to include tutorials as a component for all papers if in case credits needs to be increased in future. This was seconded by Dr. Anup Palsokar, Dr Kamatchi Iyer and Dr. Hiren Dand.

The BOS members were thanked for giving their valuable time and suggestions.

Date: 27.05.2021

Chairperson
(Ms. Sudha Bhagavatheeswaran)




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Minutes of the meeting of BOS of Department of Information Technology for BSc(IT) which was held on 27.05.2021 at 4.00 pm in the online mode through Microsoft Teams Platform

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The BOS members were thanked for giving their valuable time and suggestions.

Date: 27.05.2021



Chairperson
(Ms. Sudha Bhagavatheeswaran)



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Following members attended the Board of Studies meeting held on 27.05.2021 at 4.00 pm

Meeting Summary

Total Number of Participants	11
Meeting Title	BOS Meeting
Meeting Start Time	5/27/2021, 3:33:19 PM
Meeting End Time	5/27/2021, 5:49:11 PM

Full Name	Join Time	Leave Time	Duration	Email	Role
Sudha Bhagavatheeswar	5/27/2021, 3:33:19 PM	5/27/2021, 5:49:11 PM	2h 15m	sudhab@sies.edu.in	Organizer
Archana Jadhav	5/27/2021, 3:45:28 PM	5/27/2021, 5:48:59 PM	2h 3m	archanaj@sies.edu.in	Presenter
Biju Ramesh	5/27/2021, 3:46:27 PM	5/27/2021, 5:48:47 PM	2h 2m	bijur@sies.edu.in	Presenter
SHRUTI KALE	5/27/2021, 3:47:58 PM	5/27/2021, 5:48:50 PM	2h	shruti@sies.edu.in	Presenter
Hiren Dand	5/27/2021, 3:52:41 PM	5/27/2021, 5:04:10 PM	1h 11m	hiren.dand@mccmullund.ac.in	Presenter
Anup Palsokar	5/27/2021, 3:56:21 PM	5/27/2021, 5:04:16 PM	1h 7m	anupp@sies.edu.in	Presenter
Sarojini K	5/27/2021, 3:58:19 PM	5/27/2021, 5:48:51 PM	1h 50m	Sarojinik@sies.edu.in	Presenter
Shakeel Ahmed	5/27/2021, 4:00:43 PM	5/27/2021, 5:04:13 PM	1h 3m		Presenter
Vagish Dwivedi	5/27/2021, 4:02:47 PM	5/27/2021, 5:03:29 PM	1h	vagish@rstforum.net	Presenter
Dr. Swati Sherekar (Guest)	5/27/2021, 4:09:20 PM	5/27/2021, 5:04:14 PM	54m 54s		Presenter
Dr. Kamatchi Iyer	5/27/2021, 4:17:40 PM	5/27/2021, 5:04:12 PM	46m 31s	2020248_RISHI.B.IYER@dpsnavimumbai.edu.in	Presenter



(Signature)
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Following members attended the Board of Studies meeting held on 27.05.2021 at 4.00 pm

Sr.no	Function	Name	Designation	Signature
1	Chairperson	Sudha Bhagavatheeswaran	Assistant Professor & Head of the Department, SIES ASC	PRESENT
2	Faculty Representatives	Biju Ramesh	Assistant Professor, SIES ASC	PRESENT
		K.Sarojini	Assistant Professor, SIES ASC	PRESENT
		Archana Jadhav	Assistant Professor, SIES ASC	PRESENT
		Shruti Kale	Assistant Professor, SIES ASC	PRESENT
3	Subject experts from outside parent university	Dr. Swati Sherekar	Professor, P.G Dept of CS and Engineering, Amravati University	PRESENT
		Dr. Kamatchi Iyer	Director, PGDM, ISME	PRESENT
4	Subject Expert from Parent University	Dr. R. Srivaramangai	Head, University Dept of IT, Mumbai.	ABSENT
5	Industry Representative	Mr. Vagish Dwivedi	Director, CISCO systems	PRESENT
6	Post Graduate Meritorious Alumnus	Mr. Shakeel Ahmed Siddiqui	Technical Account Manager, Google Cloud	PRESENT
7	Co-opted members	Dr.Hiren Dand	Co-ordinator, Dept. of Information Technology, MCC	PRESENT
		Dr. Anup Palsokar	Co-ordinator, MCA, SIES College of Management Studies.	PRESENT



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SIES College of Arts, Science and Commerce (Autonomous), Sion (west)
Department of Mass Media (B.M.M/B.A.M.M.C.)
Minutes of the second Board of Studies meeting 2020-21

Opening: The regular Board of Studies (BoS) meeting was called on 29th May, 2021, Saturday, via online Microsoft Teams video conferencing communication platform at 1pm.

Members Present:

- Dr. Vaneeta Raney, Chairperson, Organiser and Presenter
- Ms. Ruchita Karmokar, staff representative and co-facilitator
- Dr. Padmaja Arvind, Vice Chancellor nominee
- Dr. Hanif Lakdawala, Subject Expert
- Ms. Amanjeet Kaur, Subject Expert
- Ms. Rajalakshmi Iyer, Staff representative
- Dr. Mira Desai, Member, S.N.D.T. University
- Shri. R.N. Bhaskar, Industry expert
- Mr. Saurabh Khanna, Alumni representative

Members Absent:

Ms. Renu Nauriyal-unable to join the online meeting, virtually connected on call and emails during and post meeting.

Mr. Vishram Dhole
Mr. Narayan Thakur

Approval of agenda:

The agenda was read out by the Chairperson and unanimously approved. Dr. Vaneeta Raney in her opening remarks congratulated Dr. Mira Desai for attaining a position of Registrar at S.N.D.T. University.

Item 1: Approval of the minutes of the previous meeting:

The minutes of the meeting held on 31st July 2020; were read and approved in consensus by Dr. Vaneeta Raney and BoS members.

Observations: With reference to the previous meeting as advocated by the BoS members, students opined that BAMMC programme is found to be dynamic, interesting and challenging. And EM-I course offered on students poll, Bridge course content incorporated in the regular syllabus of the respective courses too.

Agreement: All the members were in agreement.

Submissions: Dr. Hanif Lakdawala expressed the need and complimented for implementing the SYBAMMC, Mumbai university syllabi in turn.

Item 2: To discuss the electives of TYBAMMC advertising and journalism specialisation in semester V and VI for the AY: 2021-22

Observations: Dr. Vaneeta Raney mentioned about the orientation exercise to be conducted by herself, subject expert webinars on careers in advertising and journalism to help the students to take a sensible decision. All the aspects of the four elective courses were explained to the members with comprehensive information. However, it was suggested that Students shall be offered all fundamental courses




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similar to TYBMM programme and the remaining optional electives will be considered for value additions in respective courses wherever necessary.

Agreement: All the BOS members agreed with the logic of course and combinations and tinge of remaining options being offered wherever possible. .

Submissions: Members complimented for exploring the course content and integration of combinations of course electives.

Item 3: To approve the sample PSOs and COs work under OBE of FYBAMMC 2021-22

Dr. Vaneeta Raney formulated the PSOs and COs and presented a sample for seeking feedback.

Observations: Dr. Vaneeta Raney expounded the BoS members about the Vision and Mission of the college, the Programme Outcomes of the institute and the BAMMC Programme Specific Outcomes. FMC course sample with the COs were presented alongside with the affinity mapping matrix for ratification. As on the approval of the sample, the department shall continue formulating learning outcomes for the remaining courses of FYBAMMC programme respectively.

Agreement: All in consensus and glad for receiving the email correspondence for better understanding.

Submissions: Dr. Raney expressed her gratitude for receiving a prompt positive feedback from Dr. Mira. She advocated that the POs-COs and PSOs document was well correlated and very impressive. Suggested minor recommendations in the references category sent by University of Mumbai.

Item 4: To review the additions in FYBAMMC 2021-22

Observations: The additional suggestive topics were explained to the BoS members by Dr. Vaneeta Raney as expressed by the subject experts with their own expertise and explanation.

Agreement: All the BoS members agreed with the same.

Suggestions: Mrs. Renu Nauriyal Ma'am added that the additional topics under Current affairs shall be general and not specific as the events shall vary every year conveyed on call. Further via email added that the revisions made to the syllabus add value and currency to the same.

Item 5: To present the performance of department in the AY: 2020-21

Dr. Vaneeta Raney with the power point presentation exhibited departmental activities conducted pre, during and post pandemic.

Observations: The departmental activities were divided into departmental engagements, students' engagements and teacher engagements during lockdown. Special mention of the SIES and FPJ collaboration at the departmental level. Shri R.N.Bhaskar added about the events conducted on national and international level.


Agreement: All the BoS members viewed and appreciated the same.

Submissions: The department has succeeded in remotely engaging the students of all classes in productive activities remarked by the BoS.

Item 6: To discuss on any other matter, if any.

The FYBAMMC programme course credits were discussed with the disparity found in the lectures allotment offered by University of Mumbai.





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Observations: Dr. Padmaja mentioned that its institutional call and workload, financial bearing with other provisions shall be taken into consideration. Besides Dr. Mira added that as per educational standards, one credit is equal to fifteen lectures, hence wherever possible three credits for forty five lectures can be considered. Renu Ma'am via email conveyed a suggestion to allot 50 marks for internals especially during these times, given the limitations/flaws of online examination system.


Agreement: All members were in alignment with the decisions being taken at the institutional level following the above criteria suitably.

Submissions: The department shall do the needful in consultation with the head of the institution keeping the university offered credits and lectures workload and follow the norms suggested by Mira Ma'am correspondingly.

Announcements and Vote of Thanks: In the departure of third year of BoS, Dr. Vaneeta Raney expressed her gratitude towards the Board of Studies members for successful completion of 3 years with the Department of Mass Media under Autonomy. BoS members complimented the chairperson for steering the BoS meetings with full diligence and fervour. The meeting was concluded with the farewell remarks optimally.


Dr. Vaneeta Raney,
Chairperson, BoS, Department of Mass Media
SIES College of Arts, Science and Commerce,
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Department of Management Studies

Minutes of the Meeting Held on 29th May 2020


Agenda:

- ❖ Review of the minutes of the last meeting
- ❖ Seeking approval of the BOS members towards the syllabus of FYBMS Semester I and II to be implemented from the Academic year 2021-22
- ❖ Likewise confirming the learning objectives and Course outcomes added to the respective courses.


Minutes:





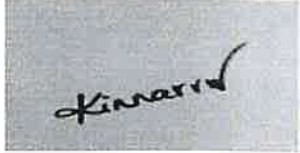
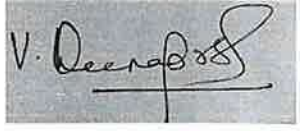

- The meeting started with the Welcome address delivered by Chairperson, Ms. Umadevi Kokku followed by the presentation on agenda of the review meeting
- Minutes of Board of Studies meeting held on 15th September 2020 was reviewed
- Chairperson presented the revisions made in the syllabus and the rationale for the same.
- The subject Foundation course I is substituted by Contemporary Issues of Indian Society and Foundation Course II is swapped with Value Education and Skill Enhancement. One credit point was increased for both the papers making it 3 credit points each.
- Dr. Kinnary Thakkar appreciated the changes made in the syllabus and also suggested inclusion of topics like E- Tender, Interface of GST, Business Intelligence in Marketing and Auditing, E-marketing for SY and TY BMS in future.
- Dr Kinnary Thakkar also suggested the revision of Broad outline of SY and TY courses in the coming academic years.
- Mr. Dhairyia Kajaria suggested inclusions of topics like Personal Filing of taxes, Understanding components of CTC either through guest lecturers or as a part of syllabus.
- Dr. Richa Jain suggested inclusion of topics like Business Intelligence in Accounting and Marketing, Business Analytics for TYBMS.
- Dr. Noorzia Qazi suggested inclusion of Data Analytics.
- All the BOS Members appreciated the alterations made in the syllabus keeping in mind the current needs and approved them.
- The meeting concluded with a formal vote of thanks by the Chairperson Ms. Umadevi Kokku

Attendees:


Sr. No.	NAME	Designation	Signature
1	Ms. Umadevi Kokku	Chairman	




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2	Mr. K.Saravanan Nadar	Faculty Representative	
3	Ms. Deepika Gawade	Faculty Representative	
4	Dr. Nooruzia Qazi	Subject experts from outside parent university	 
5	Dr. Richa Jain		
6	Dr. Kinnarry Thakkar	Subject Experts from Parent University	
7	Dr. Veena Prasad	Vice Chancellor's nominee	
8	Mr. Vaibhav Agarwal	Industry Representative	ABSENT
9	Mr. Dhairya Kajaria	Post Graduate Meritorious Alumnus	




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CDC Meeting held on 27.02.2021

Sr.no	Name	Signature
1	Mr.P Sethuraman Chairmans' Nominee	
2	Mr. M V Ramnarayan Hon.Secretary- SIES	
3	Dr.Vijayam Ravi Nominated- Education	
4	Mr.Ramesh Ganesh Nominated-Industry	
5	Dr.G Ramakrishnan Nominated- Research	
6	Mr.Sachin Rajagopalan Nominated- Social Service & Alumnus	
7	Dr.Satish Sarfare (HOD-Zoology-Nominated by Principal)	
8	Dr.George Abraham (Teaching staff Representative)	
9	Dr.Vanita Banjan (Teaching staff Representative)	
10	Prof.Pallavi Rege (Teaching staff Representative)	
11	Mr.Virendra Diwakar (Non-Teaching staff Representative)	
12	Dr.Gita Paluskar (Co-ord. IQAC)	
13	Mr.Nehal Asgar (Student representative)	
14	Dr. Uma M Shankar (Principal & Secretary)	



Uma
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SIES COLLEGE OF ARTS, SCIENCE & COMMERCE (AUTONOMOUS)
DEPARTMENT OF ECONOMICS

Board of Studies Meeting

15.07.2022
Mumbai

Agenda:

1. Passing the revised syllabus of Paper II (Sem 3 & 4) Second Year BA programme. (Draft syllabus was mailed to the committee)
2. Introduction of new VC nominee to the BoS members and change in BoS due to retirement of existing members.

Participating Members

1. Dr. Shruti Panday, Head, Department of Economics, SIES ASCS.
2. Mr. Sampath V. Sambasivan, Assistant Professor, Department of Economics, SIES ASCS.
3. Dr. Bharati Kamath, MSEPP, University of Mumbai.
4. Dr. Sandhya Krishnan, MDAE, Mumbai.
5. Dr. Rucha Ranadive, Financial advisor, L&T.

The meeting started at 4:30 pm with Dr. Shruti Panday's presentation.

Dr. Shruti Panday - Dr. Panday welcomed the BoS members and introduced the new VC Nominee Dr. Bharati Kamath. Dr. Kamath is replacing Dr. Mala Lalwani whose term has come to an end by May 2022. She also announced the retirement of two senior BoS members - Dr. Pushpa Trivedi (Subject Expert outside Mumbai University) and Dr. Devayani Ganpule (Co-opted member of BoS). Dr. Panday placed on record her immense gratitude for the meaningful contributions made by the three outgoing members of BoS. She announced absence of leave sought by Dr. G. Mythili due to certain pressing professional commitments. She also announced that the department will find replacements for the two outgoing members before the next BoS meeting.

In the second part of her presentation, Dr. Panday informed the BoS members about value added courses which the department plans to launch. Research methodology and Data Analysis are the courses under consideration. She informed the BoS about the three day workshop on 'Data Analysis using R' that the department conducted with Dr. Sandhya Krishnan (BoS member) as the resource person. She requested support from other BoS members for conducting similar academic programmes in future. In the last part of her presentation she presented the revised syllabus of Paper II (Sem 3 - Intermediate Microeconomics & Sem 4 - Intermediate Macroeconomics) Second Year BA programme and the floor was opened for comments and suggestions.

Dr. Bharati Kamath - Dr. Kamath gave insightful suggestions on the revised syllabi. She raised queries with regard to the use of 'analytical' and 'application' as cognitive levels used for Module III of paper titled 'Intermediate Microeconomics'. She was satisfied to know that numerical problems and analytical case studies are employed while teaching these topics. She suggested that India's exchange rate management need to be included as a topic in Macroeconomics or International economics paper of TYBA. Dr. Shruti Panday responded by agreeing to it and assuring that it will be incorporated in the revised syllabus of TYBA which will be presented in the next BoS.

Dr. Rucha Ranadive - Dr. Ranadive was in agreement with the contents of the syllabus of 'Intermediate Microeconomics'. She gave constructive suggestions for the paper 'Intermediate Macroeconomics'. She suggested to include managed floating under exchange rate regime in Macroeconomics. She also suggested to include a discussion on India's exchange rate system. Other members of BoS also agreed to her suggestion.





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Dr. Sandhya Krishnan - Dr. Krishnan agreed to the suggestions put forth by other BoS members. She suggested including the textbook by Dornbursh and Fisher as a reference book for 'Intermediate Macroeconomics'.

The syllabus after the suggested editing was accepted and passed unanimously by all members of the BoS.

Chairperson
Dr shruti R Panday




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DEPARTMENT OF ECONOMICS

Minutes of Board of Studies Meeting

Minutes of the Board of Studies Meeting for the Department of Economics

Date: April 24th, 2023

Time: 01.00 pm to 02.15 pm

Venue: Hybrid mode

Attendance: The meeting was conducted by full quorum with department members present. The industry representative Dr. Rucha Ranadive was granted leave of absence.

Agenda:

1. Discuss the planned revision in Third Year courses
2. Discuss the syllabus structure under New Education Policy for 2023-24

Minutes -

The meeting began with the chairperson, Dr. Shruti R. Panday, introducing new member of BOS as external expert from outside Mumbai University, Dr Kedar Bhagwat and thereafter explaining the agenda of the meeting. Following points were discussed and agreed upon by members.

1. a. Minor changes involving addition and deletion of topics in TY BA for academic year 2023-24 were proposed for the approval of the members. In continuation with revision of syllabus under autonomy.
b. Reformulation of Total no. of Lectures in accordance with credits per paper from the next academic year as per NEP.
2. Members were proposed to swap Economics of Agriculture and cooperation from semester 5 to semester 6 as elective as Rural and Agricultural Economy.
3. It was also proposed and approved thereafter that to compensate rise on workload the department will not offer two electives at third year. Therefore the new combination of subjects at third year would be

ECO51/61, ECO52/62, ECO53/63, ECO54/64, ECO55/65, ECO56A/66A, ECO56B/66B,

SEM V	SEMVI
History of Economic Thought	International Trade: Theory & Practices
Economics of Development	International Economics
Advanced Microeconomics	Advanced Macroeconomics
Math and Statistics for Economics I	Math and Statistics for Economics I
Indian Financial System	Financial Economics
Econometrics/ Environment Economics	Econometrics/ Rural and Agricultural Economy




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4. In TY Econometrics Semester 6 module 4, i.e., linear programming was proposed to be swapped by Time series and multiple regression. The proposal was approved by the quorum with a suggestion from Dr. Bhagwat to inculcate and introduce basic software to the students.
5. In TY Maths & Stats Semester 6 Module 2 Linear programming with graphical method was replaced by linear programming with simplex method and in module 3 Methods of Central Tendency was removed. The proposal was approved by the quorum.
6. Chairperson Dr. Panday presented and proposed the syllabus for Semester 1 in accordance with the NEP for the 2023-2024 batch for which following discussion took place:
 - a. The paper titles for all the papers were approved with the suggestion that as NEP is still evolving so flexibility will be exercised in framing papers and contents over the year.
 - b. For DSC I, Basic Economics I, Dr. Bhakti suggested to add more topics in module 3 and balance all the modules equally in terms of no of hours of teaching.
 - c. For DSC II Public Finance & Minor Fundamental of Economics I quorum suggested to balance the weightage of the modules and elaborate the details in module 3 and module 4.
 - d. In OGE, Basics of Banking & Finance- Basic concept of inflation to be included in module 2 along with monetary management in open economy.
7. The syllabus with proposed changes, the amendments in Present TY, and the paper titles for semester I to semester VI as per NEP were approved.

Meeting ended at 2.15 preceded by a vote of thanks.




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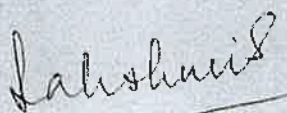
Department of English

Minutes of the Board of Studies Meeting held at 2:00 pm on 27th July 2022

- The minutes of the previous meeting was read out and approved.
- The proposed TYBA syllabus layout was shared with the BoS members and papers 1, 4 and 5 were discussed in detail.
- Dr Neeta Chakravarty raised concerns on the availability of the texts. She was assured that the texts are easily available.
- Dr Dinesh Nair suggested that the number of verses to be tested be mentioned in the Question pattern of Paper 4.
- Dr Nair suggested that the Unit on Literary Movements be renamed to Critical Movements in Paper 4 to better contextualize the content.
- Dr Nair suggested that Unit 2 of Paper 5 be renamed from Conative function to Conative use of language, referential function to referential use of language.
- It was suggested that Unit 4 be renamed as Research Writing instead of Academic Writing.
- The proposed syllabus of the Value-Added Course entitled "Training for the IELTS" was also presented to the BoS members and approved.




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Dr. Lakshmi Muthukumar
Chairperson

Dr. Lakshmi Muthukumar, Chairperson :



Dr. Dinesh Kumar, VC's Nominee:

Dinesh

Dr. Anusha Ramanathan, Subject Expert from other than Parent University: *Anusha*

Dr. Neeta Chakravarty, Subject Expert 1: _

Chakravarty

Ms. Mythili Mukundharajan, Subject Exper

Mythili Mukund

2: _____

Dr. Seema C. Faculty Representative: _____

Seema

Ms. Vidya Hariharan, Faculty Representative: _____



Ms. Lakshmi Pillai, Meritorious Alumni:

Lakshmi Pillai

Principal

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SIES COLLEGE OF ARTS, SCIENCE AND COMMERCE (AUTONOMOUS)
DEPARTMENT OF ENGLISH

The Board of Studies Meeting for the Department of English was held on **Thursday, 27th April 2023** in hybrid mode (on MSTeams and offline) at 10:00 am.

The meeting was attended by the following members:

1. Dr. Lakshmi Muthukumar, Head, Department of English
2. Prof. (Dr.) Dineshkumar Nair-VC Nominee as Subject Expert
3. Dr. Neeta Chakravarty-Subject expert
4. Dr. Anusha Ramanathan-Subject expert from other University (TISS)
5. Ms. Mythili Mukundharajan- Subject expert
6. Ms. Lakshmi Pillai-Meritorious alumna
7. Dr. Seema C.- Faculty, Department of English
8. Ms. Vidya Hariharan-Faculty, Department of English

Leave of absence was granted to the following members as they had informed via E mail about their inability to attend due to prior commitments:

1. Prof. (Dr.) Mala Pandurang- Subject expert from other University (SNDT)
2. Mr. Saikumar S.-Industry expert

The meeting began with the Chairperson Dr. Lakshmi Muthukumar introducing the agenda:

1. TYBA Syllabus
2. FYBA Syllabus under NEP

The meeting began with the previous minutes read out by Dr. Lakshmi Muthukumar.

It was proposed that the IELTS Course which was successfully conducted for students of SIES College in the A/Y 2022-23 will be conducted in the next A/Y also,

The TYBA syllabus for the A/Y 2023-24 was shared and it was passed.

The FYBA Syllabus under NEP was discussed. The Courses and syllabi are prepared in accordance with the rules passed at the time of BoS meeting and are subject to alterations depending on further changes in NEP post April 2023.

The titles of the FYBA Major, Minor and AEC papers for both Semesters 1 and 2 were approved.

Prof. (Dr.) Dineshkumar Nair suggested that Tutorials must be part of the AEC and must have an internal component.

Dr. Anusha Ramanathan added that Term-end assessment is mandatory in the AEC paper. Term- end exam must be conducted.

Ms. Mythili Mukundharajan suggested that writing Minutes of Meeting can be taught in Semester 2 Unit 1 of the AEC paper.




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Dr. Neeta Chakravarty suggested that a Nature poet can be represented in the English Literature Major paper.

Ms. Lakshmi Pillai suggested that Queer/Transgender poets must be represented in the English Literature Major paper.

The Board of Studies of the Department of English was informed that the BoS would be reconstituted from the next academic year.

Mr. Saikumar S., Dr. Mala Pandurang and Ms. Mythili Mukundharajan were thanked for their help and valuable inputs over the last five years.

Prof. (Dr.) Tamasha Acharya from SNDT University and Ms. Shanti Polamuri from Maharashtra College have agreed to be part of the Board of Studies from A/Y 2034-24.

Prof. (Dr.) Dineshkumar Nair, Dr. Neeta Chakravarty, Dr. Anusha Ramanathan and Ms. Lakshmi Pillai continue to be part of the Board of Studies.

Lakshmi
Dr. Lakshmi Muthukumar

[Signature]
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Dr. Lakshmi Muthukumar, Chairperson :



Dr. Dinesh Kumar, VC's Nominee:

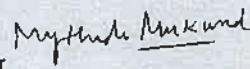


Dr. Anusha Ramanathan, Subject Expert from other than Parent University: *Anusha*

Dr. Neeta Chakravarty, Subject Expert I: _



Ms. Mythili Mukundharajan, Subject Expert



2: _____

Dr. Seema C. Faculty Representative: _____




Ms. Vidya Hariharan, Faculty Representative: _____



Ms. Lakshmi Pillai, Meritorious Alumni:




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Minutes of the Hindi Board of Studies Meeting held on Thursday, 28th
July, 2022
At 12:00 pm

1. The Head of the Department of Hindi and Chairperson of the BOS, Dr. Dinesh Pathak welcome the members of the Board of Studies.
2. The New TYBA syllabus and evaluation pattern proposed were scrutinized and discussed by the members.
3. Dr. Anil Singh suggested that more reference books could be added in new syllabus & in paper no. 4 brief examples should be given for nine Rasas in the topic of Ras.
4. The board has unanimously approved 'Ek break ke baad' novel by Alka Saravagi as text novel for paper no. 2.
5. The board has also advised to introduce a collection of modern poets & poems for paper no. 2.
6. Mr. Navendu Bajpai & other members of the board emphasized to introduce some more skill oriented topics in paper no. 3. So that the learner could learn more drafting & presentation skills.
7. Dr. Satish Pandey suggested that one more topic related to the standard Hindi usages must be introduced in paper no. 5. He also suggested that for creating more resource in this regard the directives from Hindi Directorate should be taken in to account & the website of directorate should be referred.
8. Dr. Anil Singh suggested that the detailed information of some more modern magazines & news papers should be added in the syllabus of paper no. 6.
9. The board was satisfied with internal as well as semester end evaluation pattern & marking system. No changes were recommended in this regard.
10. The Chairman of the BOS proposed the vote of thanks.

The meeting was attended by the following members:

- i. Dr. Dinesh Pathak
- ii. Dr. Shaileshkumar Dubey
- iii. Dr. Sunita Sakhare
- iv. Dr. Usha Mishra
- v. Dr. Anil Singh
- vi. Mr. Navendu Bajpai
- vii. Mr. Ashok Gupta
- viii. Dr. Satish Pandey
- ix. Dr. Mithilesh Sharma




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Chairperson

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Minutes of the Hindi Board of Studies Meeting held on Tuesday, 2nd May, 2023
At 11:00 am (Hybrid Mode)

1. The Head of the Department of Hindi and Chairperson of the BOS, Dr. Dinesh Pathak welcomed the members of the Board of Studies.
2. Dr. Dinesh Pathak read out the minutes of previous meeting before the honorable Board. The members of the board given their consent to the minutes.
3. The New TYBA syllabus and evaluation pattern proposed were scrutinized and discussed by the members.
4. Dr. Satish Pandey suggested that in paper no. 2 of SEM 5th drama 'Ek aur Dronacharya' should be introduced in syllabus as it is more relevant in many contexts to the modern society. Dr. Anil Singh & Dr. Sunita Sakhare also expressed their consent to the ideas of Dr. Satish Pandey. The board has unanimously approved 'Ek break ke baad' novel by Alka Saravagi as text novel for paper no. 2.
5. Mr. Navendu Bajpai & other members of the board suggested that a small topic on machine translation should be incorporated in paper no. 3 SEM 5.
6. Dr. Satish Pandey suggested that SAMAJ word should be added in the nomenclature of paper no. 6 in 5th & 6th Semesters.
7. The board appreciated the well balanced approached of TYBA syllabus specially balance in theory & practical (skill enhancement) approach. It also appreciated the design of papers which has perfectly taken care of medieval & modern contents of the literature.
8. The board has approved the evaluation pattern of all the papers.
9. The board has approved FYBA (NEP) syllabus & its nomenclature.
10. The board has also suggested different ideas & nomenclature for the papers of 2nd & 3rd year BA. Dr. Anil Singh & Dr. Mithilesh Sharma emphasized that while drafting the syllabus of 2nd & 3rd year BA under NEP special care about student's centric syllabus should be taken care of like FYBA Syllabus.
11. Mr. Navendu Bajpai & Dr. Mithilesh Sharma emphasized that student should be given more practical sessions during the teaching session of skill based papers.
12. The Chairman of the BOS proposed the vote of thanks.

The meeting was attended by the following members:

- | | | |
|---------------------------|-----------------------------|---------------------|
| i. Dr. Dinesh Pathak | ii. Dr. Shaileshkumar Dubey | |
| iii. Dr. Anil Singh | iv. Dr. Satish Pandey | |
| v. Dr. Sunita Sakhare | vi. Dr. Usha Mishra | |
| vii. Dr. Mithilesh Sharma | viii. Mr. Navendu Bajpai | ix. Mr. Ashok Gupta |




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Chairperson

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History Department:

Minutes of the BOS Meeting of Academic Year 2022-23, on June 27th 2022

The BOS Meeting for the Academic Year 2022-23 was organized on 27th June 2022, through Online mode on MS Teams.

The Members who attended the Meeting:

Dr. Varsha Muley- HOD

Prof. Mandar Thakur- Vice Chancellor's Nominee

Dr. Manjiri Bhalerao- Subject Expert, (Tilak Maharashtra Vidya Peet, Pune)

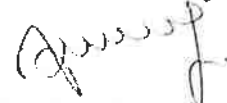
Dr. Meherjyoti Sangle- Subject Expert, (SNDT Womens' University, Mumbai)

Ms. Anuja Joshi (Industrial Expert)


Ms. Steffi Noronha- (Alumni Member)

The academic year 2022-2023 began offline after two years of long break due to the Covid-19 Pandemic. The academic year's first meeting was organized on 27th June 2022, from 5 pm to 6 pm. The members decided to meet in online mode.

- The overall discussion of the meeting was mainly on the proposed syllabus of the TYBA for all the three General Papers.
- The members were informed by the HOD about the successful implementation of the SYBA Syllabus that had been approved by the Board of Studies in the second term meeting of the academic year 2021-2022
- Students of the Second Year BA liked the syllabus for both the papers. Students' feedback will be taken this year to understand their views regarding the newly implemented syllabus, which will be helpful to know how it has been received by them.
- Regarding the TYBA papers, modules of all three papers discussion and suggestion on all three papers were approved.


Dr. Varsha Muley
HOD History




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Department of History

Minutes of the BOS Meeting of Academic Year 2022-23, on April 26 2023.

The BOS Meeting for the Academic Year 2022-23 was organized on 26th April 2023 at 4.30pm, through Online mode on MS Teams.

Members of BOS in History.

Dr. Varsha Muley- HOD

Prof. Mandar Thakur- Vice Chancellor's Nominee

Dr. Manjiri Bhalerao- Subject Expert, (Tilak Maharashtra Vidya Peet, Pune)

Dr. Meherjyoti Sangle- Subject Expert, (SNDT Womens' University, Mumbai)

Ms. Anuja Joshi (Industrial Expert)


Ms. Steffi Noronha- (Alumni Member)

Agenda for the BOS meeting.

1. Overall review of the academic year after two years of online teaching
2. Discuss and finalize the FYBA History papers in the Minor category required as per the New Education Policy implementation from the academic year 2023-24 for Semester I and II
3. To take a review of syllabus revision of TYBA papers is require or to be continued with the same syllabus.
4. Passing the basic frame and titles of (OE)Open Elective and SEC, (Skill Enhancement) category papers for FYBA, in the New Education Policy. If require for meeting the Workload under NEP.

- As per the earlier meeting in the month of June, students feedback on the SYBA syllabus that was implemented last academic year 2021-22 was taken and students found the syllabus very useful for overall understanding of the subject and useful to create interest to explore various areas related to the study of history. The members were informed about this in the meeting of 26th April 2023.




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- This meeting thoroughly discussed on the History Minor category papers Sem I and Sem II. Because history subject is offered as 3 unit papers at the TYBA level, as per the NEP rules the subject of history was to be offered only in the minor category. The members unanimously agreed to frame and approve the papers for FYBA under NEP which would give a good exposure in the general understanding of regional history of Maharashtra at a glance and the History of Modern India to provide a good foundation for regional and national history at the FYBA level.
- With the overall discussion the FYBA History Minor Sem I paper, (History of Maharashtra Ancient and Medieval) with four modules having four parts in each module was approved collectively.
- University nominee Prof. Mandar Thakur suggested covering Medieval history of Maharashtra in two modules to give students the background of Maratha History.
- Dr. Manjiri Bhalerao and Ms. Anuja Joshi provided good suggestions upon ancient Maharashtra which could be included in the first two modules. This understanding will connect the students with the regional history from early times to the the medieval period.
- Both the suggestions were thoroughly discussed and approved and the syllabus was framed.
- The Semester II paper History of Modern India from 1857-1964 was also discussed with various suggestions by HOD and the members and the syllabus was well framed and approved on the day of the meeting.
- Regarding the TYBA papers, modules of all three papers discussion and suggestion on all three papers were approved.
- Since this meeting was mainly to work on the FYBA NEP History Minor syllabus and the papers were approved in the meeting, with the overall suggestions of the members it was decided and confirmed that the TYBA syllabus will continue as it is for the coming academic years till the implementation of NEP syllabus for TYBA, which will be in the academic year 2025-26.
- The current TYBA syllabus is well framed and covers good area of the subject. The suggestion is unanimously adapted and to be continued.
- There was also a need to frame the OE (Open Elective) and SEC (Skill Enhancement Course) Category papers, if needed under NEP, which would be informed by yjhe College NEP Committee before the NEP implementation in July/August ahead. The OE Papers to be framed for the convenience of the students, who will be of other than Humanity subjects background.



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- Titles of the OE papers were finalized in the meeting as, 'Understanding the History of Mumbai for Semester I and 'An Overview of the Cultural Aspects of Maharashtra for Semester II This can be helpful to inculcate in them the connectivity to Local and Regional History.
- The SEC(Skill Enhancement Course), HOD suggested 50 marks paper based on project and internal assessment could be adopted a 2 Module syllabus for Sem I and Sem II under NEP. The title of which is approved in the meeting.
Sem I : Basic understanding of Archaeology
Sem II : Heritage Tourism
- The complete syllabus of SEC and OE category papers will be framed and emailed for the approval before the FYBA NEP implementation in July/August 2023. The syllabus is framed on a broader scale so it will be easy for students to study these papers.



Dr. Varsha Muley
HOD, History



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Department of Philosophy

BOS online meeting at 10.30 a.m.

held on Friday, 24th April, 2023 on Microsoft Teams Platform

Agenda of the meeting:

1. To approve and record the minutes of the BOS meeting held on 22nd July, 2022.
2. To discuss TYBA Syllabus Revision for both Semester V & VI.
3. To review the department structure of the three- & four-years program, subjects and its titles under the New Education Policy (NEP) 2020.
4. To discuss FYBA Syllabus Revision for both Semester I & II under NEP 2020, to be implemented from the academic year June 2023-2024.
5. Any other with the permission of the Chair.

Minutes of the Meeting:

1. The Board of Studies meeting of Philosophy was held on 24th April, 2023 at 10.30 a.m., wherein 4 members joined the meeting from the college Board Room and 4 members joined online.
2. Leave of Absence was sanctioned to Dr. C.D. Sebastian, IIT Professor, First Subject expert from outside the University of Mumbai.
3. The chairperson read out the Minutes of BOS Meeting held on 22nd July, 2022. The members approved of it.
4. The chairperson brought to the attention of BOS Members that the TYBA syllabi for both even & odd Semesters (6 papers) shall be reviewed in this meeting and requested the faculty members to pursue further with the details.
5. Dr. Kamala Srinivas, faculty member mentioned that in the revised syllabus 4 units have been changed to 4 modules in both the semesters and did a run through of all papers for the members.
6. Ms. Vrushali Gupte, faculty member mentioned that the Philosophy of Bhagavad Gita paper, semester VI module III has been reworded as 'Contemporary Thinkers on the Gita' in place of Modern Commentaries on the Gita. The valuable suggestion of the respected BOS members was asked on the same.
7. In TYBA Classical Indian Philosophy paper Semester V, Dr. Tandon suggested to replace Samkhya-Yoga as module I and Nyaya-Vaisesika as module II to fit in with the historical timeline chronology.
8. In the TYBA Living Ethical Issue paper, Semester V module I, sub-topic a, Dr. Tandon suggested to add Jaina & Buddhist views on nature and environment.
9. For TYBA Living Ethical Issue paper, Semester V module II sub-topic b, Dr. T.C. Roy suggested to reword it as Deep ecology and Ecofeminism. He also suggested to include subtopics like role of youth & environment, climate change activism, corporate houses, global warming etc. in module IV for the same semester and paper.
10. In TYBA Living Ethical Issue paper for Semester V, Mr. Swaminathan suggested the title for module III as Environment, Society & Governance.

Department of Philosophy

BOS Minutes of the Meeting

24th April, 2023

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11. For TYBA Semester VI Western Philosophy (Advanced) paper Module IV, Dr. Tandon suggested to reword the title as Continental & Analytical Philosophy to fit in with philosophers mentioned in that module.
 12. In the TYBA Living Ethical Issue Paper Semester VI, Dr. Tandon suggested to add in module II a topic on importance of health from long term sustainability and for module III topic on informed consent. For the same semester module IV, Dr. Roy suggested to reword the title as Ethics of Sexuality.
 13. With reference to the NEP proposed syllabus for FYBA C 1 Semester I Major Paper- Introduction to Indian Philosophy, module I, Dr. Tandon brought to the notice that there is a need to rename the subtopic (a) as it is same as the paper title. Further, he also suggested that, in the subtopic (c), only Doctrine of Self to be retained under the Upanishads and to discuss the same from Katha and Taittiriya Upanishads to be specific. Critique of Rituals part may be put under mid-semester assignment work.
 14. For NEP proposed syllabus for FYBA C 2 Semester I Major Paper-Fundamentals of Ethics, Dr. Tandon suggested that the module II subtopic (a) to be reworded as Vedic and Upanishadic ethical concepts or Vedic and Upanishads concepts of ethics.
 15. The members suggested that in NEP proposed syllabus for FYBA SEC Semester I Paper-Critical Thinking, the evaluation component to have participation in lectures/seminars.
 16. Dr. Roy suggested that in the NEP proposed syllabus for FYBA IKS Semester I paper Philosophy-Darshana Shastra, the module II subtopic (a) to be reworded as 'Sanyak Jnana/Drishti' and subtopic (b), to be reworded as 'Para & Apra Vidya' which pertains to Nyaya theory of reasoning.
- The chairperson conveyed her thanks to the members for their valuable time spent and their presence in the meeting.





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BOS Meeting conducted on Microsoft Teams, Friday, 24th April, 2023


Attendance of its members

Designation	Full Name	User Action	Timestamp
Chairperson, BOS in Philosophy	Uma Shankar	Joined	4/24/23, 11:38:47 AM
Faculty Member	Kamala Srinivas	Joined	4/24/23, 11:38:47 AM
Faculty Member	Vrushali Gupte	Joined	4/24/23, 11:38:47 AM
SPPU, Professor	Mohit Tandon (Guest)	Joined	4/24/23, 11:38:36 AM
VC Nominee	Rajashree Kolhatkar (Guest)	Joined	4/24/23, 11:38:38 AM
Subject Expert	T C Roy (Guest)	Joined	4/24/23, 11:38:47 AM




Dr. Uma Maheswari Shankar
Principal
Head, Dept. of Philosophy
& Chairperson, BOS in Philosophy




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Department of Philosophy
BOS online meeting
held on Friday, 22nd July, 2022 on Microsoft Teams Platform.**

Agenda of the meeting:

1. To approve and record the minutes of the previous BOS meeting.
2. To bring to all its members kind attention the addition of:
 - **Prof. Dr. Mohit Tandon**, Department of Philosophy, Savitribai Phule Pune University, as Subject Expert from outside the University of Mumbai. To substitute Dr. Deepthi Gangavne, Retired Prof. Department of Philosophy, Fergusson College, Pune
 - **Prof. Rajashree Kolhatkar**, Associate Professor, Department of Philosophy, G.N. Khalsa Autonomous College as VC Nominee. To substitute Prof. Dr. Geeta Ramana, Department. of Philosophy, University of Mumbai
 - **Mr. S. Swaminathan**, ACS, LLB, Executive Vice President at Tata AIA Life Insurance Co. Ltd, as Industry Expert. To substitute Mr. Suresh Nair.
3. To discuss a few changes in topics/new title of the paper revised for the SYBA Syllabi in Philosophy and Comparative Study of Religions (COR) for the academic year 2022-2023 with a focus on Semester IV syllabus in this meeting.
4. Any other: With permission of the Chairperson and BOS Members discussion of semester IV syllabus on Practical Ethics with 2 credits.

Minutes of the Meeting:


1. The Board of Studies meeting of Philosophy was held on 22nd July 2022 at 12 noon. 3 members joined the meeting from the college Board Room and 5 members joined online.
2. Leave of Absence was sanctioned to Dr. C.D. Sebastian, IIT Professor, First Subject expert from outside the University of Mumbai.
3. Dr. Uma Shankar, Chairperson greeted all Members and introduced the members newly added to the Board-
 - Second Subject Expert from outside the University of Mumbai: **Prof. Dr. Mohit Tandon**, Department of Philosophy, Savitribai Phule Pune University.
 - VC Nominee from University of Mumbai: **Prof. Rajashree Kolhatkar**, Associate Professor, Department of Philosophy, G.N. Khalsa Autonomous College, Matunga.
 - Industry Expert: **Mr. S. Swaminathan**, ACS, LLB, Executive Vice President at Tata AIA Life Insurance Co. Ltd.
4. The chairperson read out the Minutes of BOS Meeting held on 17th December, 2021. The members approved of it.
5. The chairperson brought to the attention of BOS Members that the SYBA syllabi even Semester (3 papers) shall be reviewed in this meeting and requested the faculty member to pursue further with the details.
6. Dr. Kamala Srinivas, faculty member mentioned in the revised syllabus 4 units have been changed to 4 modules in even semester.

Department of Philosophy

BOS Minutes of the Meeting

22nd July, 2022 1




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7. In SYBA COR syllabus, Mr. Swaminathan, Industry expert suggested to highlight on the scientific rationale while discussing the Indian origin religion in order to bring out the relevance of various religious concepts and practices.
8. Ms. Rajshree Kolhatkar inquired about the evaluation pattern in all the papers. Faculty members explained them in detail.
9. Dr. T. C. Roy suggested in the internal assessment-project work of COR, ethical aspect to be added.
10. With reference to Political Philosophy paper, Mr. Swaminathan suggested in the internal assessment-project work of Political Philosophy along with early forms of war an addition of contemporary types warfare. Also, in the sub-topic 3. Right to Dissent learners have to be reminded to engage with this topic with a sense of individual responsibility.
11. In the Political Philosophy paper, Dr. Mohit Tandon suggested to add in Module 4 Chanakya's concept of Justice by replacing Plato's theory.
12. Dr. T. C. Roy made a point in Greek and Medieval Philosophy, re-ordering the sub-topics as per the chronology in the project work.
13. With permission of the chairperson, Dr. Kamala Srinivas shared the syllabus on Practical Ethics as part of the SYBA Choice Based Credit course bearing 2 credit points to be introduced in Semester IV for participants across all streams.
14. Dr. Tandon suggested to add case analysis pertaining to environmental ethics as a very significant aspect of Practical Ethics for evaluation.
15. All the members valuable contributions were highly appreciated and considered very essential to make the syllabi an enriching learning experience.
16. Lastly, Dr. Kamala Srinivas mentioned to the members the entire SYBA Semester III & IV Syllabi with Course Objectives, Course Outcomes will be shared via mail after making all the suggested changes and the syllabus on Practical Ethics too will be sent, seeking for a final approval from the members.

The chairperson conveyed her thanks to the members for their valuable time spent and their presence in the meeting.





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BOS Meeting conducted on Microsoft Teams, Friday, 22nd July, 2022


Attendance of its members

Designation	Full Name	User Action	Timestamp
Chairperson, BOS in Philosophy	Uma Shankar	Joined	22/7/22, 11:49:55 AM
Faculty Member	Kamala Srinivas	Joined	22/7/22, 11:49:55 AM
Faculty Member	Vrushali Gupte	Joined	22/7/22, 11:49:55 AM
SPPU, Professor	Mohit Tandon (Guest)	Joined	22/7/22, 12:05:53 PM
VC Nominee	Rajashree Kolhatkar (Guest)	Joined	22/7/22, 11:58:14 AM
Subject Expert	T C Roy (Guest)	Joined	22/7/22, 11:50:01 AM
Industry Expert	S. Swaminathan	Joined	22/7/22, 11:56:57 AM
Alumni	Sudhindra Maganahalli (Guest)	Joined	22/7/22, 12:11:45 PM




Dr. Uma Maheswari Shankar
Principal
Head, Dept. of Philosophy
& Chairperson, BOS in Philosophy




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Department of Politics

Minutes of the Meeting

The Board of Studies meeting for the Department of Politics was held on **Thursday, 28th July 2022 online on MS Teams at 4.00 pm**. The meeting was attended by the following members:

1. Dr. Rashmi Bhure, Head, Dept of Politics
2. Dr. Prashant Kelkar, VC Nominee
3. Prof. Dr. Sanjyot Apte, Subject Expert from other University
4. Dr. Vanita Banjan, Department Faculty
5. Mr. Ajinkya Gaikwad, Department Faculty
6. Dr. Akshaya Desai, Meritorious Alumni
7. Mr. Mayuresh Ganapatye, Industry Expert

The meeting began with Chairperson, Dr. Rashmi Bhure's introduction of the meeting agenda which comprised of the following:

1. TYBA new Syllabus for paper I, II & III for both Semester V & VI.
2. Renaming the SYBA Applied Component paper on Travel & Tourism Management.

Leave of absence was granted to Dr. Chaitra Redkar who had earlier communicated about her absence via email along with her suggestions for all the papers.

The members discussed the proposed syllabus for the said papers.

Dr. Vanita Banjan proposed the syllabus for Paper II (Semester V: Western Political Thought and Semester VI: Indian Political Thought). Prof. Apte suggested to change the order of thinkers in Module 2 Feminism (Sem V) of the paper on Western Political Philosophy. It was to be put as Mary Wollstonecraft followed by Simone De Beauvoir.

Dr. Redkar and Prof. Apte suggested that Dhondo Keshav Karve could be replaced by M G Ranade or Babasaheb Ambedkar as part of the theme on Social Justice in Module 2 (Sem VI) of the paper on Indian Political Philosophy.

In Semester V, for the module on Nationalism, Dr. Redkar suggested adding Benedict Anderson and Anthony Smith.

In the module on Nationalism (Sem VI), Dr. Chaitra Redkar suggested rethinking the inclusion of Swami Vivekanand. She suggested thinking about including Rabindranath Tagore instead.

Mr. Ajinkya Gaikwad proposed the syllabus for Paper I (Sem V: Politics & Society in Maharashtra and Semester VI: Politics in Contemporary Maharashtra).



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Prof. Apte and Mr. Mayuresh Ganapatye discussed the rationale for the subtopic on Geographic and Demographic profile of Maharashtra.

Dr. Apte suggested rephrasing the topic under Module 1.3 entitled 'Rise of Urban interests' with a more conceptually grounded terminology. Urbanisation can be part of 1.3 of Sem VI.

Prof. Apte suggested adding a case of Mendha Lekha struggle in the section on Tribal Development and Politics. She also suggested a book by Milind Bokil Goshta Mendhalekhachi to be included in the suggested readings.

Dr. Rashmi Bhure proposed the syllabus for Paper I (Semester V: Introduction to International Relations and Semester VI: India's Foreign Policy)

Dr. Redkar suggested additions of two reference books under the Course on Introduction to International Relations and India's Foreign Policy respectively. Both suggestions, namely Ray, Aswini K. Western Realism and International Realism: A Non-Western Perspective. Foundation Books. 2011 and David M. Malone, Does the Elephant Dance? Contemporary Indian Foreign Policy, Oxford University Press. 2012 were added to the reference lists.

Prof. Apte suggested including the European Union (EU) in Module 2 'India and Major Powers' Sem VI.

Dr. Vanita Banjan proposed to change the title of the Applied Component Paper entitled 'Travel and Tourism Management' to 'Travel and Tourism Management and Policy'. The Board members unanimously passed the new title which will be implemented from AY 2023-24.

The syllabus of all the three proposed papers were unanimously passed by the Board of Studies. The syllabus shall be implemented from AY 2023-24.

Dr. Rashmi Bhure, Head, Department of Politics




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RISE WITH EDUCATION

NAAC REACCREDITED - 'A' GRADE

Faculty: Arts

Programme Name: BA

Programme Code: SIUPOL

Class: TYBA

Subject: Politics

Academic Year: 2023-2024

**Credit Based Semester System Syllabus proposed by Department of
Politics to the Board of Studies for the academic year 2023-24**



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Name of the Programme: Bachelor of Arts (B.A)	Programme Code: SIUAPOL	Name of the Department: Politics
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Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	V	SIUAPOL5 1	Introduction to International Relations	60/4	4	100

Course Objectives:

1. A broad and basic introduction to the discipline of International Relations.
2. To understand the fundamental concepts and approaches in International Relations.
3. To develop the ability to analyse contemporary international issues with a theoretical framework of international relations.

Course Outcomes:

CO1: The students will develop a systematic conceptual understanding of International Relations.

CO2: Learners will analyse basic concepts and approaches in International Relations theory by reviewing contemporary problems in areas such as international security, global governance and human security.

CO3: The course will provide a foundation for students who want to further build career paths in area studies, defence and security studies, foreign policy and diplomacy programmes.

Module 1: Studying the Discipline of International Relations (15)

- 1.1 Origin and Growth of International Relations
- 1.2 Definition, changing nature and scope of International Relations
- 1.3 Non-western perspective on International Relations

Module 2: Approaches to International Relations (15)

- 2.1 Realism
- 2.2 Liberalism
- 2.3 Constructivism

Module 3: Basic Concepts in International Relations (15)



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- 3.1 State and non-state actors
- 3.2 National Power
- 3.3 Disarmaments, arms control and nuclear proliferation

Module 4: Changing World Order


(15)

- 4.1 Cold War-Different Phases
- 4.2 End of Cold War & aftermath
- 4.3 The post-pandemic world order

Suggested Reading:

- Amitav Acharya, Barry Buzan, Non-Western International Relations Theory, Routledge: 2009.
 - Aneek Chatterjee, World Politics, Pearson: 2012.
 - Aneek Chatterjee, International Relations Today, Pearson: 2018.
 - Nirmal Jindal, Kamal Kumar (ed.) International Relations: Theory and Practice, Sage: 2020.
 - Rumki Basu, International Politics: Concepts, Theories and Issues, Sage: 2013.
 - Ray, Aswini K. Western Realism and International Realism: A Non-Western Perspective. Foundation Books. 2011.
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Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	VI	SIUAPOL61	India's Foreign Policy	60/4	4	100

Course Objectives:

1. Acquaint students with the historical evolution of India's foreign policy and diplomacy since independence.
2. Introduce students to the institutions of foreign policy making.
3. Introduce the students to the changing contours of Indian foreign policy in relations to major powers and neighbourhood.
4. To develop a perspective on the emerging trends in Indian foreign policy.

Course Outcomes:

CO1: Students will acquire knowledge and skills to grasp the fundamentals of foreign policy and diplomacy of India.

CO2: Learners will understand the influences on India's foreign policy over the last seven decades.

CO3: Students will gain an understanding of India's policy with regards to important world powers.

CO4: Students will know the different dynamics and the challenges faced by its neighbourhood policy.

CO5: Students would be able to interrogate the emerging aspects and interface in India's foreign policy.

Module 1: Indian Foreign Policy & Diplomacy (15)

1.1 Basic principles of Foreign Policy & Evolution of Foreign Policy institutions-MEA & IFS

1.2 Historical background of Indian Diplomacy

1.3 India's Foreign Policy from post-independence to contemporary period

Module 2: India's Relations with Major powers (15)

2.1 China

2.2 Russia

2.3 US & EU

Module 4: India's Neighbourhood Policy (15)

3.1 Bangladesh

3.2 Pakistan

3.3 Nepal & Sri Lanka



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Module 5: Emerging Themes in Contemporary Indian Foreign Policy

(15)

4.1 Indo-Pacific

4.2 Quad

4.3 Indian diaspora

Suggested Readings:

- Aparna Pande, From Chanakya to Modi: The Evolution of India's Foreign Policy, Harper Collins, 2017.
 - Arvind Gupta, Anil Wadhwa, India's Foreign Policy: Surviving in a Turbulent World, Sage: 2020.
 - David M. Malone, C. Raja Mohan, and Srinath Raghavan, The Oxford Handbook of Indian Foreign Policy, OUP, 2015.
 - David M. Malone, Does the Elephant Dance? Contemporary Indian Foreign Policy, Oxford University Press. 2012.
 - Harsh V. Pant, Indian Foreign Policy: An Overview, Manchester University Press, 2016.
 - J.N. Dixit, India's Foreign Policy: 1947-2003, Picus Books, 2003.
 - Rajiv Dogra, India's World: How Prime Ministers Shaped Foreign Policy, Rupa, 2020.
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Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	V	SIUAPOLS 2	Western Political Thought	60/4	4	100

Course Objectives:

1. It would invigorate interest in understanding the history of Western Political Thought.
2. To focus on ideas of contemporary relevance and examine various perspectives and deliberations on it by political thinkers.
3. It will provide an opportunity for students to understand the contrasting positions held by scholars and enhance their comprehension about ideas and principles that affect the world.

Course Outcomes:

CO1. Students will be able to assess the evolution and growth of political ideas through the era.

CO2. The learners will be able to track the multitude dimensions of thoughts and ideas about Liberalism, Nationalism, Feminism and the like through the thoughts of various political thinkers.

CO3. It will initiate an understanding of the various schools of thought in the West and augments the articulation in political philosophy.

CO4. The paper enables students to pursue trends in political thought in recent times.

Module 1: Liberalism

(15)

- 1.1 John Locke: Classical Liberalism
- 1.2 John Stuart Mill: Modern Liberalism
- 1.3 John Rawls: Progressive Liberalism

Module 2: Feminism

(15)

- 2.1 Mary Wollstonecraft: Equal Rights
- 2.2 Simone de Beauvoir: Socialist feminism
- 2.3 Votairine de Cleyre: Anarchic Feminism



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Module 3: Nationalism

(15)

- 3.1 Benedict Anderson: Critique nation
- 3.2 Anthony Smith: Ethno nationalism
- 3.3 Yael Tamir and Digital Nationalism

Module 4: Contemporary Trends

(15)

- 4.1 Ecologism
- 4.2 Multiculturalism
- 4.3 Cosmopolitanism

Suggested Readings:

Baur, Nancy, Simone De Beauvoir: Philosophy and Feminism, Columbia University Press, New York, 2001.

Beauvoir, Simone De, The works of Simone De Beauvoir: The Second Sex and the ethics of Ambiguity, Create Space Independent Publishing Platform, California, 2011.

Bieber, Florian, Is Nationalism on the Rise? Assessing Global Trends, Ethnopolitics, Volume 17, 2018 – Issue 5, <https://www.tandfonline.com/action/doSearch?AllField=Is+Nationalism+on+the+Rise%3F+Assessing+Global+Trends&SeriesKey=reno20>

Brubaker, Roger, Nationalism Reframed: Nationhood and National Question in new Europe, Cambridge University Press, UK, 1995.

Butler, Eamon, School of Thought: 101 Great Liberal Thinkers, Institute of Economics, London, 2019.

Gellner, Ernest, Nations and Nationalism, Cornell University Press, New York, 2006.

Heywood, Andrew, Political Ideologies: An Introduction, Palgrave Macmillan, UK, 1992.


Mihelj, Sabina and Jiménez-Martínez, César, Digital nationalism: Understanding the role of digital media in the rise of new' nationalism, <<https://onlinelibrary.wiley.com/doi/epdf/10.1111/nana.12685>>, 3rd Sept 2019.

Mukherjee, Subrata and Ramswamy, Sushila, History of Political Thought: Plato to Marx, PHI Learning Private Limited, New Delhi, 2011.

Mukhopadhyay, Amal Kumar, Western Political Thought: From Ancient Greeks to Modern Political Thinkers, Sage Publication, Delhi, 2020.

Sharma, S K and Sharma, Urmila, Western Political Thought, Atlantic Publishers and Distributors, New Delhi, 2003.




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- Srivastava, Smita (Ed), An Introduction to Political Ideologies, Pearson, Delhi, 2012.
- Tamir, Yael, Why Nationalism, Princeton University Press, New Jersey, 2020.
- Wolff, Jonathan, Robert Nozick, Property Justice and the Minimal State, Polity Press, UK, 1991.

Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	VI	SIUAPOL62	Indian Political Thought	60/4	4	100

Course Objectives:

1. The paper will help students to trace Indian political thought from ancient to the modern times.
2. It enables students to touch upon the primordial Indian thought, the thinkers who instigated social and political change and also those who ideologically motivated the people of India.

Course Outcomes:

CO1. Students will be equipped with the fundamental understanding of Indian political thought and philosophy.

CO2. It would help students articulate the philosophical and ideological foundations of the socio-political reform and tryst with ideologies in the post independent era.

CO3. Learners can compute the idea of nationalism of Lokmanya Tilak, Swami Vivekanand and Vinayak Savarkar.

CO4. The paper appraises the students of the initiatives of Jotirao Phule, Pandita Ramabai and Justice Mahadev Govind Ranade.

CO5. It helps students to examine the influence of Indian thinkers and the evolution of thought process in the country.

Module 1: Theory of state and governance

(15)

1.1. Manu

1.2 Kautilya


1.3 Abu Fazl

Module 2: Social Justice

2.1 Jotirao Phule

(15)




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2.2 Justice Mahadev Govind Ranade

2.3 Pandita Ramabai

Module 3: Nationalism

(15)

3.1 Lokmanya Tilak

3.2 Swami Vivekanand

3.3 Vinayak Damodar Savarkar

Module 4: Communism and Democratic Socialism

(15)

4.1 Shripad Amrit Dange

4.2 Jayaprakash Narayan

4.3 Ram Manohar Lohia

Suggested Reading

- Ahuja, M. L.: Indian Political Thought, Dominant Publishers and Distributors, New Delhi, 2012.
- Chousalkar, Ashok, Comrade Shripad Amrut Dange, National Book Trust, New Delhi, 2015.
- Jayapalan, N., Indian Political Thinkers: Modern Indian Political Thought, Atlantic Publishers and Distributors, New Delhi, 2003.
- Kumar, Raj, Modern Indian Political Thought, Arise Publishers and Distributors, New Delhi, 2006.
- Malik, Suratha Kumar, Tomar, Ankit, Revisiting Modern Indian Thought: Themes and perspectives, Routledge, New York, 2021.
- P. Astha, Comprehensive Coverage of Indian and Western Political Thought, Anup's Learning, 2020.
- Padhy, K S, Indian Political Thought, PHI Learning Private Limited, New Delhi, 2011.
- Pantham, Thomas and Deutsch Kenaeth L.: Political Thought in Modern India, Sage, Publication, New Delhi, 1986.
- Rathore Aakash Singh and Mohapat Silika, Indian Political Thought: A Reader, Routledge, 2010.
- Sharma, S K and Sharma, Urmila, Indian Political Thought, Atlantic Publishers and Distributors, New Delhi, 1996.
- Singh, Mahindra Prasad and Roy, Himanshu, Indian Political Thought: Themes and Thinkers, Pearson, Delhi, 2011.




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Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	V	SIUAPOL53	Politics & Society in Maharashtra	45/3	3.5	100

Course Objectives:

1. To introduce students to the political history and the process of the making of the state of Maharashtra.
2. To understand and analyse the reasons for regional imbalance in Maharashtra.
3. To help students understand and analyse the political institutions, their scope and functions, and evolving patterns of administration and governance.
4. To assess the importance and influence of social determinants in politics of the Maharashtra

Course Outcomes:

- CO1: The students would be able to understand the political history and its contribution in the making of Maharashtra.
- CO2: The course would facilitate the students with a framework to analyse the regional imbalances and development disparities in Maharashtra.
- CO3: The student would be able to understand and assess the political institutions and the impact of social, political and economic factors on their constitution and working.
- CO4: The learners will explore evolving patterns of governance and administration with changing centre-state relations and emerging trends in Maharashtra politics.
- CO5: The learners would be able to assess the influence of caste identities in state's politics.

Module 1: The Making of Maharashtra (11)

- 1.1 Social Reform and Nationalist Movement
- 1.2 Linguistic Reorganisation and Samyukta Maharashtra Movement
- 1.3 Geographic and Demographic profile of Maharashtra

Module 2: Sub-Regionalism and Regional Disparities (12)

- 2.1 Regional Disparities and Demand for separate state of Vidarbha
- 2.2 Dandekar Committee Report (1983) and Kelkar Committee Report (2013)
- 2.3 Regional Development Boards

Module 3: Political Institution in Maharashtra (11)



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- 3.1 State Legislature and Executive: Organisation, Role and Functions
3.2 Local Self Government- Rural & Urban
3.3 Evolving patterns of governance w.r.t dynamic centre-state relations

Module 4: Caste in Maharashtra Politics

(11)

- 4.1 Evolution of Dominant Caste politics
4.2 Patterns of Dalit Politics
4.3 Emergence of OBC Politics

Suggested Readings:

- Chatterjee, Partha (ed.), "States and Politics in India", Delhi, Oxford University Press, 1997
- Iqbal Narain, "State Politics in India", Meenakshi Prakashan, 1967
- Phadke, Y D: Politics and Language, Himalaya Publishing House, Mumbai, 1975.
- Phadke, Y. D., Visavaya Shatakatil Maharashtra: Khanda 1 to 6, Srividya Prakashan, Pune, 1990. (MARATHI)
- Singh, Hulas. Rise of Reason: Intellectual History of 19th-century Maharashtra. Routledge, 2015.
- Sirsikar, V.M., Politics of Modern Maharashtra, Orient Longman, 1994.
- Sunthakar, BR, Nineteenth Century History of Maharashtra. Volume I & II. Pune: Shubhada-Saraswat Prakashan, 1988.
- Teltumbde, Anand, Ambedkar in and for the post – Ambedkar Dalit Movement, Sugawa Prakashan, Pune, 1997.
- Thakkar, Usha and Kulkarni, Mangesh: Politics in Maharashtra, Himalaya Publishing House, Bombay, 1995.
- Tikekar, S. R.: Maharashtra The Land, Its People and their Culture, Ministry of Information and Broadcasting, New Delhi, 1966.
- Khandve Eknath. Maharashtrache shasan aani rajkaran, Pearson Publication 1, 2013.
- Dangle, Arjun, Dalit Panther: Adhorekhit Satya Lokvangmay Prakashan, Mumbai, 2021. (MARATHI)

Magazines and Journals

1. Lokrajya
2. Parivartanacha Vatsaru
3. Sadhana
4. Yojana



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Class	Semester	Course Code	Course Name	No. of Lectures per week	Credits	Marks
TYB A	VI	SIUAPOL63	Contemporary Politics in Maharashtra	45/3	3.5	100

Course Objectives:

1. To introduce to students the concept of political economy with a special emphasis on Maharashtra.
2. To facilitate an understanding of the evolution of political parties and party systems.
3. To help students analyse the agrarian crisis, tribal development and women's empowerment.
4. To understand the role of civil society in policy inputs with regards to the urban poor, challenges to the mainstream models of development and environmental concerns.

Course Outcomes:

CO1: The students will understand the changing political economy of Maharashtra and its influence on policy making processes.

CO2: Learners will analyse the emergence of political parties and changing patterns of party systems in Maharashtra.

CO3: Students would be able to analyse the issues and concerns in domains of agriculture, tribal development and women's empowerment.

CO4: The learners will be acquainted to issues of the urban poor, environmental movements, alternative models of development

Module 1: Political Economy of Maharashtra (12)

- 1.1 Land Reforms and socio-economic changes
- 1.2 Evolution of the Cooperative sector
- 1.3 Urbanisation and rise of urban capital

Module 2: Political Party Systems and Pressure Groups (12)

- 2.1 Dominant Party System
- 2.2 Crises of the Dominant Party System
- 2.3 Emergence of Coalition Politics

Module 3: Contemporary Issues & Socio-Political Movements in Maharashtra (11)

- 3.1 Agrarian issues and Farmers' Movement
- 3.2 Tribal development and Politics
- 3.3 Movements for Women's Empowerment



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Module 4: Civil Society and Contemporary Mobilisations

(10)

- 4.1 Civil society and Urban poor
- 4.2 Alternative Models of Development
- 4.3 Environmental concerns and Movements

Suggested Readings:

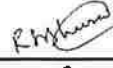

- Suhas Palshikar and Rajeshwari Deshpande, The Last Fortress of Congress Dominance: Maharashtra Since the 1990s. SAGE Publications, 2021.
- Bhole, B. and Bedkihal, Kishore (ed.). Badalta Maharashtra. Ambedkar Acadami. 2003. (MARATHI)
- Lele, Jayant, One Party Dominance in Maharashtra Resilience and Change, Mumbai, Popular Prakashan, 1982.
- Jain, Ashok. Political Process in Modern Maharashtra, Mumbai, Sheth Publishers Private Limited, 2014.
- Sirsikar, V.M (1994), Politics of Modern Maharashtra, Mumbai, Orient Longman, 1994.
- Thakkar, Usha, and Kulkarni, Mangesh, Politics in Maharashtra, Bombay, Himalaya Publishing House. 1995.
- Chormare, Vijay, Maharashtra Rajkaran: Nave Sandarbha, Navata Prakashan, 2012. (MARATHI)
- Jadhav, Tukaram, Vivek Ghotale, Vijay Kunjir, Abhay Kanta, Mahesh Shirapurkar, Maharashtra Rajkaran: Navya Valanavar..? Unique Publications: Pune, 2014. (MARATHI)
- Lele, Jayant, Elite Pluralism and Class Rule: Political Development in Maharashtra, University of Toronto Press, 1982.
- Palshikar, Suhas, Nitin Birmal, Maharashtra Rajkaran: Rajkiya Prakriyeche Sthanik Sandharbha, Pratima Prakashan, 2009. (MARATHI)
- Vora, Rajendra and Palshikar, Suhas, Maharashtra Sattantar, Granthali, Mumbai, 1996. (MARATHI)

Magazines and Journals

1. Lokrajya
2. Parivartanacha Vatsaru
3. Sadhana
4. Yojana




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Sr. No.	Name	Signature
1	Dr. Rashmi Bhure	
2	Dr. Prashant Kelkar	

3	Prof. Sanjyot Apte	
4	Dr. Vanita Banjan	<i>Vanita</i>
5	Mr. Ajinkya Gaikwad	<i>Ajinkya</i>
6	Dr. Akshaya Desai	<i>Desai</i>
7	Mr. Mayuresh Ganapatye	<i>ganapatye</i>



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Proposed Paper Pattern
(for FY, SY AND TYBA Politics)

Answer in Brief [10 marks each]

Q.1 A

OR

Q.1 B

Q.2 A

OR

Q.2 B

Q.3 A

OR

Q.3 B

Q.4 A

OR

Q.4 B

Short Notes (Write any 4): [5 marks each]

1.
2.
3.
4.
5.
6.
7.
8.

- Note:** 1. Each question is based on a Module/ Unit of the syllabus of the concerned papers.
2. There are four modules in each course.
3. Short notes asked from all modules 9preferably 2 from each module).

Dr. Rashmi Bhure	<i>Rashmi</i>	Dr. Prashant Kelkar	<i>P Kelkar</i>
Dr. Vanita Banjan	<i>Vanita</i>	Prof. Sanjyot Apte	<i>S Apte</i>
Mr. Ajinkya Gaikwad	<i>Ajinkya</i>	Dr. Chaitra Redkar	<i>Chaitra Redkar</i>
Mr. Mayuresh Ganapatye	<i>ganapatye</i>	Dr. Akshaya Desai	<i>A Desai</i>



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Department of Politics
Minutes of Board of Studies Meeting

The Board of Studies Meeting of the Department of Politics, SIES College of Arts, Science & Commerce (Autonomous), Sion (W), Mumbai was held online on **Friday, 21st April 2023** at **11.00 am** on the **MS TEAMS** platform. The following members attended the meeting:

1. Dr. Rashmi Bhure (Chairperson BoS & Head, Department of Politics, SIES College)
2. Dr. Vanita Banjan (Faculty, Department of Politics, SIES College)
3. Dr. Ajinkya Gaikwad (Faculty, Department of Politics, SIES College)
4. Dr. Prashant Kelkar (Vice-Chancellor's Nominee)
5. Dr. Sanjyot Apte (Subject Expert from Other University)
6. Dr. Chaitra Redkar (Subject Expert from Other University)
7. Dr. Akshaya Desai (Meritorious Alumnus of the Department)

Mr. Mayuresh Ganapatye could not attend the meeting due to prior work commitments and was granted leave of absence.

The meeting began with Dr. Rashmi Bhure appraising the BoS members about the institutional decisions regarding NEP implementation. Keeping in line with the larger framework of NEP adopted by the institution, the Department proposed the new FYBA syllabus. Dr. Bhure also informed the BoS members that as the credit framework is still an on-going process, the syllabus may be subject to change based on government notifications.

DSC Major I (Discipline Specific Course) - Introduction to Political Science

Dr. Vanita Banjan presented the syllabus. Prof. Sanjyot Apte suggested to reconsider the reference of 'scholarly journal' in Course Outcomes of the paper. The changes were accepted. Dr. Chaitra Redkar suggested to include discussions on the topics of failed state, developmental state and welfare state under Module 2: Understanding State, Nation and Civil Society.

DSC Major II (Discipline Specific Course) - Indian Government and Politics

Dr. Ajinkya Gaikwad presented the syllabus. Prof. Apte suggested that the phrase 'developing critique' be reworked in the Course Outcomes. The change was accepted. Dr. Redkar suggested to include Rochana Bajpai's work on Constitutional values and ideas be included in the reference list. Bajpai's book *Debating Difference: Group Rights and Liberal Democracy in India* will be included in the syllabus reading list. Further, Dr. Redkar appreciated the conceptual linkages and connections between political theory and Indian politics offered at the First-Year level. Dr. Akshaya Desai suggested to include case laws during classroom interactions and assignments.

DSC Major III (Discipline Specific Course)- Introduction to International Relations




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Dr. Rashmi Bhure presented the syllabus. The members appreciated the introduction of non-Western perspectives of International Relations included in the paper. There were no specific suggestions.

DSC Major III (Discipline Specific Course)- Introduction to Public Administration

Dr. Rashmi Bhure presented the syllabus. There were no specific suggestions.

Minor -I - Basic Concepts in Political Science

Dr. Vanita Banjan presented the syllabus. Dr. Chaitra Redkar suggested to rework Module III and IV which discusses the forms and systems of government. Dr. Redkar suggested to add Democratic and Non-democratic forms of government instead of monarchy.

Minor -II - Contemporary Global Issues

Dr. Rashmi Bhure presented the syllabus. Prof. Apte suggested that Module 2, titled Nuclear Proliferation could be replaced by a module on Contemporary Conflicts. This course could include India-China, Ukraine-Russia, China-Taiwan and ethnic conflicts, civil wars around the world. Suggested ideas will be taken into consideration.

Skill Enhancement Course – Legal Awareness

Dr. Ajinkya Gaikwad presented the syllabus. Dr. Redkar and Dr. Desai suggested the name of the paper be titled Legal Awareness. Dr. Desai suggested to include Environmental Laws

Skill Enhancement Course – Urban Local Government Management

Dr. Ajinkya Gaikwad presented the syllabus. Prof. Apte suggested a practical and participatory component in the course to meet with institutions like MCGM ward offices, MMRDA etc.

All the BOS members have unanimously ratified the proposed syllabus for FYBA to be implemented from the academic year 2022-23.



Dr. Rashmi Bhure,

Head, Department of Politics



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Department of Politics

Minutes of the Meeting

The Board of Studies meeting for the Department of Politics was held on Thursday, 28th July 2022 online on MS Teams at 4.00 pm. The meeting was attended by the following members:

1. Dr. Rashmi Bhure, Head, Dept of Politics
2. Dr. Prashant Kelkar, VC Nominee
3. Prof. Dr. Sanjyot Apte, Subject Expert from other University
4. Dr. Vanita Banjan, Department Faculty
5. Mr. Ajinkya Gaikwad, Department Faculty
6. Dr. Akshaya Desai, Meritorious Alumni
7. Mr. Mayuresh Ganapatye, Industry Expert

The meeting began with Chairperson, Dr. Rashmi Bhure's introduction of the meeting agenda which comprised of the following:

1. TYBA new Syllabus for paper I, II & III for both Semester V & VI.
2. Renaming the SYBA Applied Component paper on Travel & Tourism Management.

Leave of absence was granted to Dr. Chaitra Redkar who had earlier communicated about her absence via email along with her suggestions for all the papers.

The members discussed the proposed syllabus for the said papers.

Dr. Vanita Banjan proposed the syllabus for Paper II (Semester V: Western Political Thought and Semester VI: Indian Political Thought). Prof. Apte suggested to change the order of thinkers in Module 2 Feminism (Sem V) of the paper on Western Political Philosophy. It was to be put as Mary Wollstonecraft followed by Simone De Beauvoir.


Dr. Redkar and Prof. Apte suggested that Dhondo Keshav Karve could be replaced by M G Ranade or Babasaheb Ambedkar as part of the theme on Social Justice in Module 2 (Sem VI) of the paper on Indian Political Philosophy.

In Semester V, for the module on Nationalism, Dr. Redkar suggested adding Benedict Anderson and Anthony Smith.

In the module on Nationalism (Sem VI), Dr. Chaitra Redkar suggested rethinking the inclusion of Swami Vivekanand. She suggested thinking about including Rabindranath Tagore instead.

Mr. Ajinkya Gaikwad proposed the syllabus for Paper I (Sem V: Politics & Society in Maharashtra and Semester VI: Politics in Contemporary Maharashtra).




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Prof. Apte and Mr Mayuresh Ganapatye discussed the rationale for the subtopic on Geographic and Demographic profile of Maharashtra.

Dr. Apte suggested rephrasing the topic under Module 1.3 entitled 'Rise of Urban interests' with a more conceptually grounded terminology. Urbanisation can be part of 1.3 of Sem VI.

Prof. Apte suggested adding a case of Mendha Lekha struggle in the section on Tribal Development and Politics. She also suggested a book by Milind Bokil Goshta Mendhalekhachi to be included in the suggested readings.

Dr. Rashmi Bhure proposed the syllabus for Paper I (Semester V: Introduction to International Relations and Semester VI: India's Foreign Policy)

Dr. Redkar suggested additions of two reference books under the Course on Introduction to International Relations and India's Foreign Policy respectively. Both suggestions, namely Ray, Aswini K. Western Realism and International Realism: A Non-Western Perspective. Foundation Books. 2011 and David M. Malone, Does the Elephant Dance? Contemporary Indian Foreign Policy, Oxford University Press. 2012 were added to the reference lists.

Prof. Apte suggested including the European Union (EU) in Module 2 'India and Major Powers' Sem VI.

Dr. Vanita Banjan proposed to change the title of the Applied Component Paper entitled 'Travel and Tourism Management' to 'Travel and Tourism Management and Policy'. The Board members unanimously passed the new title which will be implemented from AY 2023-24.

The syllabus of all the three proposed papers were unanimously passed by the Board of Studies. The syllabus shall be implemented from AY 2023-24.


Dr. Rashmi Bhure, Head, Department of Politics




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DEPARTMENT OF PSYCHOLOGY

Meeting of the meeting with Board of Studies in Psychology

8th June 2022

The meeting of Board of Studies in Psychology for the odd semester was held on 8th June, 2022, online (Microsoft Teams). Apart from faculty members of SIES College (Ms. Shama Todurkar, Ms. Amruta Padhye, Dr. Kamala Srinivas, Ms. Vrushali Gupte), the meeting was attended by Dr. Mandira Basak (Industry Expert, Hindustan Petroleum), Dr. Aparna Joshi (TISS) and Dr. Rakhi Mehta (VC's Nominee, Mumbai University). The agenda of the meeting was:

1. To welcome and introduce new BOS member, Ms. Rakhi Mehta to the Board.
2. To inform Board of Studies members about the increase in the number of seats for TYBA Psychology and prospective recruitment of one additional faculty member in the Department.
3. To discuss revisions in SYBA Psychology syllabus, make changes and approve it

Following are the minutes of this meeting:

- Ms. Shama Todurkar introduced the new member of Board of Studies, Dr. Rakhi Mehta. She has been appointed as VC Nominee. Other members welcomed her.
- Ms. Todurkar informed the BOS members that the TYBA psychology seats have been increased from 24 to 32. As a result of that, the total practical workload would be increased from 18 lectures to 24 lectures per week. Also, SYBA will have two divisions of Psychology. So, workload for SYBA Psychology will also increase. Therefore, college has decided to recruit one more faculty member in the Department of Psychology.
- A draft of revised syllabus of SYBA was mailed to all the BOS members prior to the meeting. Dr. Joshi, Dr. Srinivas, Dr. Mehta had mailed their feedback. The feedback provided by them was shared with all the members.
- In the context of the feedback given, the course outcomes for both the papers- Developmental and Social psychology were discussed and rewritten to incorporate element of critical thinking in them (as suggested by Dr. Srinivas) and to make them more clear and measurable.
- Dr. Mehta had suggested that the number of subtopics should be same for all chapters. This suggestion was well accepted and accordingly changes were made.
- Dr. Joshi had given feedback that the component of critical thinking, be included in the curriculum. She opined that the students should be exposed to reading articles since under graduate level. She suggested that the faculty could provide a pool of research articles for the purpose of assignments. To help students develop critical thinking skills, it was decided to focus on "critical thinking" section in every chapter of Developmental Psychology and ask students to take up some of those questions for assignments and use debates as a teaching method.




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- Different assignment types for both the papers- Developmental and Social Psychology were discussed in detail.
- Ms. Todurkar and Ms. Padhye suggested to the teachers who teach Psychology papers to SYBA that the students should be given choice to select assignment type. The concerned teachers agreed to that.
- Dr. Joshi emphasized that while teaching any topic in the class, recent researches, and findings about theories taught should be shared with the students. They should be encouraged to read beyond text books. This suggestion was well- taken by the subject-teachers.

As per the discussion in this meeting, changes were made in the draft of the syllabus and the final draft was approved.



Ms. Shama Todurkar

Coordinator, Department of Psychology



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DEPARTMENT OF PSYCHOLOGY

Minutes of the BOS Meeting held on 27th April 2023

The BOS Meeting for the Department of Psychology was held on 27th April, 2023 online. Apart from faculty members of SIES College (Ms. Shama Todurkar, Ms. Amruta Padhye, Dr. Kamala Srinivas, Ms. Vrushali Gupte), Dr. Aziz Khan (IIT, Mumbai), Dr. Rakhi Mehta (Subject Expert) attended the meeting. Ms Rasika Karkare (alumni) was appointed as a new BOS member. Dr. Mandira Basak and Dr. Aparna Joshi could not join the meeting due to their commitments.

The agenda of the meeting was

- Sharing of the feedback about the curriculum received from FYBA, SYBA and TYBA Psychology students.
- To discuss FYBA syllabus to be implemented under NEP from June 2023.
- To discuss revisions in the TYBA Psychology syllabi

Ms. Amruta Padhye shared curriculum- feedback received from FY, SY students. SYBA Psychology students had given feedback that the syllabus of Developmental Psychology was vast. However, SYBA syllabus was revised in 2022-23, so, all the BOS members pointed out that the syllabus cannot be changed before 3 years. They suggested that some topics can be given for self-study or assignments.

After this, the syllabi of Psychology- Major and Psychology- Minor papers for Semester 1 and 2 were discussed. BOS members suggested to maintain uniformity in the number of course outcomes and subtopics under each unit. They also gave valuable suggestions about the new editions of books for study. The syllabus of Skill Enhancement Course (SEC) that will be offered to all the Arts and Commerce students by Department of Psychology was also discussed. Dr. Rakhi Mehta and Dr. Kamala suggested to give the title of 'Fundamentals of research' or 'Basics of research methods' to all this course to make it applicable for all the students.

Then, students' curriculum feedback about each paper of TYBA Psychology was discussed. Ms. Shama Todurkar and Ms. Amruta Padhye highlighted the changes made in the syllabi with respect to additions/ deletions or groupings of the chapters/ subtopics in different papers. For the paper of Industrial Psychology, Dr. Rakhi Mehta suggested to include the chapter on 'Occupational Health Psychology' instead of 'Organizational Behaviour' in Semester VI. The BOS members agreed to the suggested change in the prescribed text book for Abnormal Psychology. Assignment types for all the papers of TYBA Psychology were also discussed in detail.

Meeting was concluded by thanking BOS members for giving helpful and concrete suggestions for implementation of FYBA Psychology syllabus and revision of TYBA Psychology syllabus.



Ms. Shama Todurkar

Coordinator, Department of Psychology



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Minutes of the meeting of Board of Studies in Biochemistry

Minutes of the meeting of Board of Studies in Biochemistry held on 20th August 2022 at 1:00 pm via virtual platform, Microsoft Teams.

- The meeting was attended by the following 8 members including internal and external members. Dr Deepali Kothekar, Dr Kripa Murzello, Dr Debjani Dasgupta, Dr Manohar Padul, Dr Nupur Mehrotra, Mr Chirag Jasani, Ms Suveera Bellary and Ms Niyati Nair
- The agenda of the meeting was circulated amongst the members prior to the meeting, by email and also presented on screen.
- The minutes of the previous meeting dated 18th December 2021 were presented by the chairperson and ratified by the members.
- As per the agenda, the academic activities conducted in the year 2021-22 were presented by the chairperson. The efforts of the faculty for organizing interesting and out of the box activities were appreciated by the members
- Analysis of the feedback on curriculum taken by the students of TY BSc class was presented by the chairperson. Dr Kripa Murzello suggested conducting workshops to discuss prospects & employability after higher education. Mr. Chirag Jasani further suggested inviting alumni familiar with the current syllabus to discuss the industrial opportunities.
- Dr Nupur Mehrotra suggested organizing class tests & peer-peer assessment of the same. Also, sensitizing the students before circulating the feedback form.
- Dr Debjani Dasgupta appreciated & applauded the initiatives taken by the department for the students. She suggested classification of topics under the titles- 'must know', 'good to know' and 'may know', to lighten the syllabus without eliminating any part.
- As per the agenda, the syllabus of TY BSc (3 Units) Biochemistry was approved by the Board and the removal of overlapping syllabus between the Bridge Course and the Main Course was ratified.
- The board approved minor changes introduced in the MSc Biochemistry Syllabus, such as :
Swapping of recombination (from Semester 3 paper 1) and mutation (from semester 4 paper 1) units
MSc Sem 1 Practical: Replacing isolation of oxalates by isolation of albumin
- Flexibility in question paper pattern for 60M External Component, as per the requirement of the topic, was approved by the Board members.
- The chairperson proposed that, since Biochemistry is an interdisciplinary subject, the **eligibility criteria for MSc Biochemistry admission must be more inclusive and the program must be opened for BSc Biotechnology and BSc Life Sciences students as well.** Board Members deliberated and agreed. However, Dr Vatsyayan was skeptical and suggested reaching out to the Board of Studies at the University of Mumbai for further discussions on the eligibility criteria for MSc admission.
- **Conducting an entrance exam and interview as selection criteria for MSc part 1 admission (if decided by the college management), was approved by the board members.**

The meeting ended at 2:30pm on a thanking note by the chairperson.

Deepali Kothekar
Dr Deepali Kothekar



Manohar Padul
Principal
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Minutes of the meeting of Board of Studies in Biochemistry

Minutes of the meeting of Board of Studies in Biochemistry held on 29th April 2023, 3:00 pm via virtual platform, Microsoft Teams.

- The meeting was attended by the following 11 members. External members that were present are
Dr. Nupur Mehrotra, Dr. Chinmoyee Vatsyayan, Dr Manohar Padul, Dr. Kripa Murzello, Mr Chirag Jasani, Dr. Prashant Ratnaparkhi and Dr Samidha Pawaskar (Special Guest invitee)
Internal members : Ms Suveera Bellary, Ms Rani Shinde and Ms Niyati Nair.
Dr Debjani Dasgupta was granted leave of absence.
- Chairperson, Dr. Deepali Kothekar preceded the meeting by welcoming the members and read out the agenda for the meeting.

Agenda 1: Approval of the minutes of the meeting of BOS in Biochemistry held on 20th August 2022

The minutes of the previous meeting held on 20th August 2022, were circulated prior via email, and displayed on the screen for ratification. Dr Nupur Mehrotra proposed the approval of minutes which was seconded by Dr Chinmoyee Vatsyayan.

Agenda 2: Review of academic activities (Teaching-learning and Examination) of 2022-2023

Academic activities conducted in the year 2022-23 were presented by the chairperson. Changes in the MSc syllabus were discussed. Dissertation of 50 marks of MSc Semester 4 (comprising SPSBCHP41) was proposed to be changed to 100 marks (comprising two papers- SPSBCHP41 & 42). This was approved by the Board.

Agenda 3: Ratification of Pattern of NEP accepted by SIES for implementation of NEP for BSc Honours/Research (4-year program)

- The pattern of New Education Policy (NEP) adopted by SIES for its implementation in 2023-24 in the form of BSc Honors/Research (4 year) program was presented to the Board members. The Department/Subject-specific structure presented was as per the Kulkarni Committee Report of NEP 2020 submitted to Ministry of Higher and Technical Education, Government of Maharashtra, dated 4th November 2022.
- The Chairperson brought to the notice of the members that as per the structure, the core subject in which the student was awarded a degree at the end of three/four years was called Major. Further it was added that the student had to accrue 50% credits from Major-related courses and Major was offered from the First Year of BSc program. The chairperson pointed to this change under NEP from the current scenario in which Biochemistry was offered as a 3 Units Major subject only at TYBSc level in the Double Majors (6 Units) BSc program. The Chairperson also highlighted that the department offered an aided PG program (MSc Biochemistry) and was a recognized PhD center in the subject of Biochemistry.
- The Board members unanimously approved the Department/subject-specific structure with Biochemistry as a Major subject from First year of four-year BSc Honours/Research program under NEP 2020.




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Agenda 4: The tentative overall outline of syllabus for BSc Research in Biochemistry (Upto Semester VIII), was discussed with the board members. Tentative credit distribution and Course titles of Major papers, Electives, Skill enhancement Course (SEC), and Vocational skill Course (VSC) for all the semesters from semester I to VIII were deliberated and approved.

Agenda 5: Course titles for Biochemistry Major, Generic elective course and Vocational and skill enhancement course

- The titles for FY BSc (Semester I & II) were approved by the board members. For internship/ project/ co-curricular at level 4.5, Dr Samidha Pawaskar suggested assigning simple lab-oriented projects. Dr Kripa Murzello suggested field visit as an option for the same.
- The titles for SY BSc (Semester III & IV) were approved by the board members. Mr. Chirag Jasani suggested that the VSC- MS office introduced at level 5 to be extended across multiple semesters, as MS Office is exhaustive and there are many other tools (Example: MS Publisher) which are crucial and can be taught to the students.
- The titles for TY BSc (Semester V & VI) were discussed and approved by the board. Mr. Chirag Jasani recommended extending Scientific Communication (Level 5.5- VSC), across multiple semesters.
- The titles for Semesters VII & VIII were also deliberated upon and approved by the board members.

Dr Deepali informed the Board that the outline proposed was a tentative one and that it was subject to revision as per the guidelines issued by the NEP Committee/ the University.

Board members raised concern over the apparent need for extension of infrastructural facilities and human resources. The chairperson briefed the Board about the preparedness of the college for implementing NEP and added that more clarity regarding regularizing the faculty appointments from the University and Joint Director's Office was awaited.

Dr. Kripa Murzello, Dr Nupur Mehrotra, Dr Chinmoyee Vatsyayan and Dr Manohar Padul all approved, and complemented the syllabus to be well- planned out.

The meeting ended at 4:30 pm on a thanking note by the chairperson.

Dr Deepali Kothekar
Chairperson- BOS in Biochemistry
Associate Professor and Head,
Department of Biochemistry
SIES College of Arts, Science and Commerce (Autonomous)
Sion West, Mumbai 400 022



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8th August, 2022

NOTICE

The BOS meeting of Department of Botany will be held on Thursday, 18th August 2022 at 1.00pm through online platform of MS – Teams, with following agenda:

AGENDA

- a. To review and approve the minutes of the previous meeting
- b. To review the progress of the new SYBSc Botany courses initiated in academic year 2022-23
- c. To get suggestions for revision of TYBSc syllabus to be implemented from 2023-24.
- d. To get suggestions for starting two different 3 credit courses for TYBSc to be offered from 2023-24.
- e. Any other point with the permission of the Chair

(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany

**SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
(Autonomous)**

Mahavir

Dr. Mahavir Gosavi
Head of The Department of Botany

[Signature]
Principal
SIES College of Arts, Science &
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MINUTES OF THE BOS MEETING IN BOTANY

The minutes for the meeting of BOS in the Department of Botany, held on Thursday, 18th August, 2022 at 1.00p.m. through online platform of MS – Teams are as follows:

1. The meeting was attended by Fifteen members including internal and external members.
2. Leave of absence was sanctioned to Dr. K.S. Rajput, Associate Professor, University of Baroda, Dr. Pravin Nayak, Vice-Principal and Associate Professor, R. J. College, Ghatkopar.
3. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
4. **Agenda No. 2: To review the progress of the new SYBSc Botany courses launched in academic year 2022-23** – The committee reviewed the progress of the revised SYBSc syllabus started in the present academic year. While presenting the review, the department shared the topics appreciated by the students. The panel also mentioned that the syllabus is progressing on right track and the offline mode of teaching learning has made it more interesting.
5. **Agenda No. 3: To get suggestions for revision of TYBSc syllabus to be implemented from 2023-24** – General plan of action for incorporation of new units in the existing syllabus were discussed and suggestions were invited by sharing the existing syllabus copy with the panel.
6. **Agenda No. 4: To get suggestions for starting two different 3 credit courses for TYBSc to be offered from 2023-24** – The panel suggested various themes for conducting extra three credit courses for TYBSc. The themes were Functional foods, Dietetics, Botanicals and Nutraceuticals, Lifestyle diseases and diet, Naturopathy, etc. The panel members promised to email the suggestions for the topics and practicals to be incorporated in the theme-based credit courses.
7. **Agenda No. 5: Any other point with the permission of the Chair** – The panel suggested inclusion of more applicative topics.

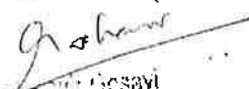
(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany




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Dr. Mahavir Gosavi
Head of The Department of Botany

Composition of BOS in Botany from Academic Year 2022-23		
Dr. Mahavir Gosavi	Chairperson of BOS Head, Dept. of Botany	SIES ASCS
Mrs. Ashwini Deshpande	Member of BOS	SIES ASCS
Dr. Neeraja Tutkane	Member of BOS	SIES ASCS
Dr. Vishnuprasad V.	Ad-hoc Member of BOS	SIES ASCS
Ms. Snehal Unde	Ad-hoc Member of BOS	SIES ASCS
Ms. Sakshi	Ad-hoc Member of BOS	SIES ASCS
Ms. Vinaya Patil	Ad-hoc Member of BOS	SIES ASCS
Ms. Sandra Balkrishnan	Ad-hoc Member of BOS	SIES ASCS
Ms. Ruchika Dani	Ad-hoc Member of BOS	SIES ASCS
Dr. Smita Jadhav	VC nominee/ Alumni	Associate Prof. in Botany, Kirti College
Dr. Jessy Pius	Subject Expert Mumbai University	Prof. & Head Dept. in Botany, Ruia College
Mr. Pravin Nayak	Subject Expert Mumbai University	Associate Prof. in Botany, R. Jhunjhunwala College
Dr. Satnam Singh	Subject Expert Mumbai University	Associate Prof. in Botany, M.D. College
Dr. Madhuri Nigudkar	Subject Expert other than Mumbai University	Head, Dept. of food, Nutrition & Dietetics, SVT College of Home Science (Autonomous), SNDT University
Dr. K.R. Rajput	Subject Expert other than Mumbai University	Associate Prof. in Botany, Sayajirao Gaikwad Univ. Vadodara.
Dr. Deepak Sohoni	Industry Expert	Wockhardt Pharma, Mumbai

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(Dr. Mahavir Gosavi)
Department of Botany

Chairperson & HOD, Botany



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5th April 2023

NOTICE

The BOS meeting of Department of Botany will be held on Wednesday, 19th April 2023 at 2.00pm through online platform of MS – Teams, with following agenda:


AGENDA

- a. To review and approve the minutes of the previous meeting.
- b. To Discuss and finalize the new fybsc syllabus proposed under new educational policy to be implemented from the academic year 2023-24 and get the same approved from the BOS members after receiving the suggestions, if any.
- c. Any other point with the permission of the Chair.



(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany
SIES COLLEGE OF ARTS, SCIENCE & COMMERCE



Dr. Mahavir Gosavi
Head of The Department of Botany



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DEPARTMENT OF BOTANY

MINUTES OF THE BOS MEETING

The minutes for the meeting of BOS in the Department of Botany, held on Wednesday, 19th April 2023 at 2.00p.m. through online platform of MS – Teams are as follows:

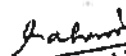
1. The meeting was attended by Thirteen members including internal and external members.
2. Leave of absence was sanctioned to three members, viz., Dr. Jessy Pius, Head, Department of Botany, Ruia College, Dr. Madhuri Nigudkar, Head, Department of Food, Nutrition and Dietetics, SVT College, Dr. Deepak Sohoni, Senior Manager, Wockhardt Pharma, Mumbai.
3. **Agenda No. 1: To review and approve the minutes of the previous meeting** – The minutes of the previous meeting were reviewed and approved.
4. **Agenda No. 2: To Discuss and finalize the new fybsc syllabus proposed under new educational policy to be implemented from the academic year 2023-24 and get the same approved from the BOS members after receiving the suggestions, if any** – Introduction to the pattern was first explained by Dr. Mahavir Gosavi, Head, Department of Botany, introduced FYBSc Botany syllabus with NEP structure showing the grids for both semesters with special reference to major and minor subject combinations, GEC component, credits distribution, marks weightage and distribution. The format of NEP grid for AEC and other components such as NCC, NSS, Sports, Cultural activities, Field projects, etc. which is decided at the institutional level was also shown during the meeting. Dr. K. S. Rajput raised the query regarding the evaluation pattern of NCC component and mentioned that proper documentation for hour calculation and marks distribution need to be streamlined beforehand. A suggestion given by Dr. Pravin Nayak that the order of divisions in Algae must be Cyanophyta first followed by Chlorophyta was duly accepted by everyone. In Semester-I, Paper-II, clarity was requested by




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Dr. Smita Jadhav regarding frequency distribution in Practicals to which Dr. Mahavir Gosavi replied saying that the theoretical aspect would be explained in the theory units of Biometry and frequency distribution would be exclusively included as a practical. Discussion regarding ultrastructure of prokaryotic cell highlighted that the structure of bacterial cell to be included specifically to have effective comparison with ultrastructure of eukaryotic plant cell and other cell organelles in the unit 'Cell Biology'. The syllabi offered for both the semesters under GEC component were well appreciated by all the members of the BOS. The members commented that the since the respective syllabi have been framed considering its interdisciplinary potential, entrepreneurial aspects, and job prospects, these would be helpful for the learners to withstand good in today's world of career and competition.


5. **Agenda No. 3: Any other point with the permission of the Chair** – It was highlighted that there would be no change in the existing TYBSc Botany syllabus. It will be revised later in due course of time under upcoming NEP structure across all batches in coming years.
6. The proposed syllabi with necessary amendments for FYBSc Botany under NEP for the academic year 2023 – 24 were approved and passed the BOS.




(Dr. Mahavir Gosavi)

Chairperson & HOD, Botany




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SIES COLLEGE OF ARTS, SCIENCE & COMMERCE


Dr. Mahavir Gosavi
Head of The Department of Botany

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Department of Chemistry (2022 – 2023)

Meeting of the Board of Studies held on Saturday, 2nd July 2022

Minutes of the meeting

An online meeting of the Board of Studies (BOS) of Department of Chemistry, SIES College of Arts, Science and Commerce (Autonomous), Sion (W) was held on Saturday, 2nd July 2022 using Microsoft Team Platform. The meeting was attended online by three external members. The external members reviewed the Chemistry syllabus. The newly appointed VC nominee was introduced to the existing BOS members.

Agenda:

- Revision of SYBSc, Semester III and Semester IV syllabus.

Minutes:

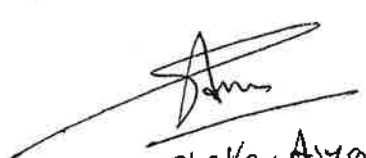
- Changes made in the Sub-topics of Chemistry paper I, II and III theory and practical were discussed.
- Sub-topics were modified in chapters like Electrochemistry, Ionic bonding, Covalent bonding, Molecular Orbital Theory, Chemistry of Transition elements, Acidity and Basicity of anions and cations and Epoxides.
- Topics like Voltammetry and Stereochemistry were added. Stereochemistry concept was included in semester IV so as to keep continuity in the topic from first year to third year degree programme.
- Number of organic preparation experiments were reduced so as to keep par with other branch of experiments. Inorganic preparation were revised. Two experiments were added in Physical experiments.
- Industrial visit component was shifted from practical component to internal evaluation component.
- Modality of assessment were discussed.

The following points were suggested with regards to syllabus:

- Increase the number of lectures allocated for Molecular Orbital theory as the topic MOT of Homo-nuclear diatomic molecules was included.
- To include MOT of heteronuclear diatomic molecules in third year before polyatomic species concept.
- To include Latimer equation concept for calculation of hydration energy of anion along with cation.




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Shekar Aiyar
(HOD)

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Department of Chemistry (2022 – 2023)

Meeting of the Board of Studies held on Thursday, 27th April 2023

Minutes of the meeting

An online meeting of the Board of Studies (BOS) of Department of Chemistry, SIES College of Arts, Science and Commerce (Autonomous), Sion (W) was held on Thursday, 27th April 2023 using Microsoft Team Platform. The meeting was attended online by six external members. The external members reviewed the Chemistry syllabus.

Agenda:

- Revision of FYBSc, Semester I and Semester II syllabus.

Minutes:

- Changes were made in the existing FYBSc Semester I and II Syllabus according to the NEP rules and regulations.
- A new curriculum on open generic elective titled “Analytical Methods of Analysis in Everyday Life – I” for FYBSc Semester I and II was designed and discussed.
- Modality of assessment were discussed.
- Changes were made in the Inorganic Chemistry Practical Semester V and VI syllabus 6 and 3 units. The percentage purity was converted to Inorganic Volumetric analysis.
- Organic Chemistry preparation of TYBSc 3 units chemistry practical in semester VI was replaced with Organic Separation of binary liquid mixture.

The following points were suggested with regards to syllabus:

- References should include the edition of the text books.
- E1CB mechanism to be included in Semester I Paper II along with E1 and E2 mechanism.
- Inclusion of organic practical in Semester I was suggested by the BOS member. However, after discussion it was concluded to keep it only in Semester II.
- There should be variations in the types of Inorganic volumetric analysis in TYBSc Inorganic Chemistry Practical Semester V and VI syllabus.
- Safety aspects to be included in the generic electives.
- The title of the open generic elective should include the sustainability as it is covered in the curriculum.
- Revisions should be highlighted and sent to the BOS members so that it is easier for them to compare.




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Shekar Arora
(for D)

Department of Mathematics

Minutes of the Board Of Studies meeting held on 27th June 2022.

Meeting of Board Of Studies in Mathematics was held on 27th June 2022 at 11 am.

Following members were present:

1. Ms. Rekha Watve-Paradkar
2. Ms. Geeta Paluskar
3. Ms. Vaishali Falnikar
4. Ms. Surjeet Kaur
5. Mr. Anoop Verghese
6. Dr. Ajit Kumar
7. Dr. Anisa Chorwadwala
8. Dr. Hemasunder

Leave of absence was granted to Ms. Shruti Subhash and Mr. Balachandran.

Agenda:

- 1) Discussion on proposed syllabus of Mathematics papers in SYBSc.
- 2) Discussion on TY elective paper and Applied component syllabus.

Minutes:

1. Discussion on proposed syllabus of Mathematics papers in SYBSc.

Course code	Course Name	Credits	Number of lectures/ week	Internal Evaluation	Semester end evaluation
SIUSMAT31	Integral calculus of one variable	2	3	40 marks	60 marks
SIUSMAT32	Linear Algebra 1	2	3	40 marks	60 marks
SIUSMAT33	Numerical Methods	2	3	40 marks	60 marks
SIUSMATP3	Practical 3	3	6 (proposed)	NIL	150 marks
SIUSMAT41	Multivariable Differential Calculus	2	3	40 marks	60 marks
SIUSMAT42	Linear Algebra 2	2	3	40 marks	60 marks
SIUSMAT43	Ordinary Differential Equations	2	3	40 marks	60 marks
SIUSMATP4	Practical 4	3	6 (proposed)	NIL	150 marks

Mathematics-BOS- 27.06.2022




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- While going through the program Outcomes. Dr. Anisa suggested to include the word Interdisciplinary in program outcome.
 - Dr. Ajit Kumar asked to interchange the third and fourth semester syllabus in paper I. He also suggested to mention the results of Algebra of integrable functions in words rather than using notations.
 - Dr. Hemasunder suggested to include Dirichlet's test in infinite series.
 - Dr. Anisa suggested to include the words 'counter examples' .
 - In paper II, Dr. Ajit Kumar had a suggestion to include PLU decomposition along with LU decomposition.
 - In paper III, Dr. Ajit Kumar suggested to include Bisection method, also numerical differentiation in place of eigen value problems. He further suggested to see whether floating point numbers can also be included.
 - The point of total credits of practical and the number of teaching hours of it, was discussed. It is observed that the number of teaching hours in mathematics practical are less than that of other science subjects like statistics, physics etc. Currently there are 5 lectures per batch for 3 credits of practical course in Mathematics, so the suggestion was to have at least 6 lectures per batch in order to have even distribution of lectures per paper.
- 1) It was resolved to make necessary changes in the syllabus as per the suggestions and submit the suggestions for approval to the point of having an extra lecture for practicals in academic council meeting.
2. **Discussion on TY elective paper and Applied component syllabus.**
- Third year syllabus will be revised next year so there was a discussion on elective paper in TY. There was a suggestion to offer online courses conducted by NPTEL, Swayam etc along with Number theory/ Graph theory/ Financial mathematics as an elective. Dr. Anisa suggested checking online courses offered by National Knowledge networking.
 - Further there was a discussion on Applied component, Computer programming and applications. There was a suggestion to include more of Python. Also it was suggested to see feasibility of including SAGE Math or R programming.
- Meeting concluded with a vote of thanks by Ms. Rekha Watve- Paradkar.



Rekha

Head Dept of Mathematics

Mathematics-BOS- 27.06.2022



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Department of Mathematics**

Minutes of the Board Of Studies meeting held on 20th April 2023.

Meeting of The Board Of Studies in Mathematics was held on 20th April 2023 at 11.30am in the college Multimedia room and online through MS teams

Following members were present:

1. Ms. Rekha Watve-Paradkar[Head Of Department]
2. Ms. Geeta Paluskar[Faculty]
3. Ms. Vaishali Falnikar[Faculty]
4. Ms. Surjeet Kaur[Faculty]
5. Mr. Anoop Verghese[Faculty]
6. Dr. Ajit Kumar[Head of Dept of Mathematics@ICT,Mumbai]
7. Dr. Anisa Chorwadwala[Faculty @ IISER,Pune]
8. Dr. Hemasunder[Faculty @SIWS College]
9. Ms.Shruthi Subhash[Faculty@ NMIMS College Of Engineering]
10. Mr. Balachandran (joined online)

Agenda:

1. Revision of TYBSc Mathematics and AC Syllabi
2. Revision of FY Mathematics, SEC, VSC and OE Syllabi

Minutes:

1. Revision of TYBSc Mathematics and AC Syllabi

i) The revised syllabi for TYBSc Mathematics Papers I, II, III, IV and Practical Courses I and II were proposed by the Head of the Department and were accepted with minor changes by the BOS members.

ii) It was pointed out by Dr.Ajit Kumar that all References should be put together at the end of the syllabus paperwise and not unit wise which was agreed by all.


iii) Dr.Hemsundar suggested that the following result in Unit III of Paper-I be included in SEM-6 Complex Analysis "Zeroes of an analytic function are isolated"

iv) In Paper-III, Unit II was to be renamed as Complete Metric spaces as advised by Dr.Anisa.

v) Dr.Hemsundar proposed to include the book "Number Theory:An introduction via the distribution of Primes" authored by Benjamin Fine, Gerhard, Rosen Berger for Paper-IV.

Mathematics BOS minutes April 2023




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vi) The revised syllabus for Computer Programming and Applications was proposed by the Head of the Department and was accepted with minor changes by the BOS members.

vii) It was unanimously agreed to remove C programming and introduce object oriented Programming languages like Java and Python to match industry requirements. Dr. Ajit Kumar suggested the following: Math with NumPy, SymPy and SciPy to be made part of Unit III and Pandas and Matplotlib in Unit IV.

2. Revision of FY Mathematics, SEC, VSC and OE Syllabi under NEP

i) Mr. Ajit Kumar suggested that a broad framework for the entire 4-year syllabus incorporating major, minor, vocational and skill enhancement courses at different levels based on Fundamental Concepts that focus on building a strong foundation in core mathematical concepts such as calculus, algebra, geometry, and number theory with Multidisciplinary Approach and Problem-Solving and Applications along with Technology Integration and Communication and Presentation Skills be prepared.

Resolutions:

It is resolved that

1. The revised syllabi for TYBSc Mathematics Papers I, II, III, IV, AC and Practical Courses I and II, AC as proposed by the Head of the Department are accepted with minor changes by the BOS members.
2. The final draft of FYBSc and FYBCom syllabi under NEP after incorporating the suggestions; will be shared via e-mail with the BOS members for approval by the first week of June.

The meeting concluded by vote of thanks from Ms. Rekha Watve-Paradkar.



Rekha
Rekha Watve-Paradkar
Head Dept of
Mathematics



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Mathematics BOS minutes April 2023

Proposed Syllabus of Mathematics papers in TYBSc.

Course code	Course Name	Credits	Number of lectures/ week	Internal Evaluation	Semester end evaluation
SIUSMAT'51	Multivariable Integral calculus	2.5	3	40 marks	60 marks
SIUSMAT52	Linear Algebra	2.5	3	40 marks	60 marks
SIUSMAT53	Topology of Metric spaces	2.5	3	40 marks	60 marks
SIUSMAT54	Number Theory and Applications 1	2.5	3	40 marks	60 marks
SIUSMATP51	Practical P1 and 2	3	6	NIL	100 marks
SIUSMATP52	Practical P3 and 3	3	6	NIL	100 marks
SIUSMAT61	Basic Complex Analysis	2.5	3	40 marks	60 marks
SIUSCPA51	AC Computer Programming and Applications	2	4	40 marks	60 marks
SIUSCPAP5	AC CPa Practicals	2	4	NIL	100 marks
SIUSMAT62	Algebra	2.5	3	40 marks	60 marks
SIUSMAT63	Topology of Metric spaces and real Analysis	2.5	3	40 marks	60 marks
SIUSMAT64	Number Theory and Applications 2	2.5	3	40 marks	60 marks
SIUSMATP61	Practical P1 and 2	3	6	NIL	100 marks
SIUSMATP62	Practical P3 and 3	3	6	NIL	100 marks
SIUSCPA61	AC Computer Programming and Applications	2	4	40 marks	60 marks
SIUSCPAP6	AC CPa Practicals	2	4	NIL	100 marks

Proposed Syllabus of Mathematics papers in FYBSc under NEP.

Course type	Name	Semester	Credits	Hours per week	Internal Evaluation	Semester End Evaluation	Total marks
Core- Theory	Calculus of one variable	I	3	3	25	50	75
Core Practical	Calculus Practicals	I	1	2	-	-	25
Skill Enhancement Course Practical	First Order ODE	I	2	4	-	-	50
Core- Theory	Algebra	II	3	3	25	50	75
Core Practical	Algebra Practicals	II	1	2	-	-	25
Vocational Skill Course	Spreadsheet techniques	II	2	4	-	-	50

Mathematics BOS minutes April 2023



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Minutes of the BOS meeting

The Board of studies meeting was held on 23rd July, 2022 at 11am via online mode (MS Teams). The agenda of the meeting was to discuss and review the syllabus for TYBSc which is due for revision and will be implemented in June 2023, approval of syllabus of new credit course for semester 4, passing the updated SYBSc & MSc - 2 part syllabi. Three new BOS members were introduced and added to the BOS panel (Dr Nitinkumar Patil, Dr Shivaji Waghmare, Ms. Flevia Anthony) along with a new VC nominee (Dr R. C. Patil) for the next three academic years. The quorum of the meeting was 6 appointed BOS members and the Teaching staff of the Department of Microbiology. Following points were suggested by the panel members:

Paper No.	Semester	Topic	Suggestions
SIUSMIC51	5	Genetics	<ul style="list-style-type: none">• Problem solving
SIUSMIC52	5	Medical microbiology & Immunology part 1	<ul style="list-style-type: none">• Mention about protozoal infection
SIUSMIC53	5	Microbial biochemistry	<ul style="list-style-type: none">• Nil
SIUSMIC54	5	Bioprocess technology	<ul style="list-style-type: none">• Demonstration of High throughput screening using videos/ICT• Addition of anaerobic industrial fermentations for metabolites• Introduction of photobioreactor as a type of fermenter vessel for photosynthetic strains
SIUSMICP51	5	PRACTICAL for semester 5 SIUSMIC 51	NIL
SIUSMICP52	5	PRACTICAL for semester 5 SIUSMIC 52	Introduce new practicals Identification of <i>Candida</i> spp using chrome agar




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SIUSMICP53	5	PRACTICAL for semester 5 SIUSMIC 53	Introduce new practicals Qualitative estimation of β galactosidase activity
SIUSMICP54	5	PRACTICAL for semester 5 SIUSMIC 54	NIL
SIUSMIC61	6	rDNA TECHNOLOGY, BIOINFORMATICS & VIROLOGY	Nil
SIUSMIC62	6	MEDICAL MICROBIOLOGY & IMMUNOLOGY-II	<ul style="list-style-type: none"> • Addition of method of determining synergistic action of antibiotics/drugs • Outline new vaccine strategies
SIUSMIC63	6	MICROBIAL BIOCHEMISTRY: PART-II	Nil
SIUSMIC64	6	APPLIED & INDUSTRIAL MICROBIOLOGY	<ul style="list-style-type: none"> • Rephrase the title of the unit • Addition of spirulina as a SCP • Addition of null hypothesis, normal distribution in biostatistics • Remove ELISA, RIA since it is repetitive instead add MTT assay for cell viability which can also be demonstrated in practicals
SIUSMICP61	6	PRACTICAL for semester 5 SIUSMIC61	<ul style="list-style-type: none"> • Isolation and detection of plasmid DNA • Preparation of competent cells and transformation
SIUSMICP62	6	PRACTICAL for semester 5 SIUSMIC62	Nil
SIUSMICP63	6	PRACTICAL for semester 5 SIUSMIC63	<ul style="list-style-type: none"> • Introduce new practical- Quantitative estimation of β galactosidase activity
SIUSMICP64	6	PRACTICAL for semester 5 SIUSMIC64	<ul style="list-style-type: none"> • Delete estimation of phenol



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MSc part 2 syllabus				
Paper No.	Semester	Title of the paper	Topic	Suggestions incorporated
SIPSMIC3P SIPSMIC4P	3 and 4	-	MSc Part 2 Practical Marking Scheme modification	MSc Part 2 Practical Marking Scheme modified with addition of analytical questions and debate. Research poster presentation was renamed as E- poster presentation.

The syllabus for the credit course for SYBSc Sem IV titled " Food Microbia" was approved by the BOS Committee.

The above points will be considered for the final revision of the various syllabi.

The final (updated) syllabus shall be displayed in the next meeting.

m phadke

Dr. Manju Phadke

Head, Dept. of Microbiology
HEAD OF THE DEPARTMENT OF MICRO-BIOLOGY
S.I.E.S. COLLEGE OF ARTS, SCIENCE & COMMERCE,
SION (WEST), MUMBAI - 400 022.



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Minutes of the Board of Studies (BOS) Meeting

Date: 21st April, 2023

Time: 2.00 pm to 3.30 pm

Venue: Virtual meeting on MS Teams

AGENDA

To discuss and review the FYBSc syllabus for the implementation of National Education Policy (NEP) from June 2023.

1. To discuss the addition of a quiz instead of Common Effluent Treatment Plant (CETP) visit in Paper IV.
2. To discuss the appointment of retired staff as examiners or moderators.

The meeting began at 2.00 pm. Dr. Manju Phadke welcomed the members.

Discussion for M.Sc. syllabus-

Dr. Manju Phadke asked the BOS members for their suggestions with the minor change in MSc. syllabus to change the CTEP visit to the quiz.

Dr. R. C. Patil was of the opinion that a laboratory visit or activity having a social impact was necessary.

Ms. Flevia Anthony suggested the implementation of analytical quiz, case studies or a practical group activity.

Dr. Ajaykumar Jadhav mentioned that review writing should also be considered. A visit to the Municipal sewage treatment plant was also discussed.

Dr. Waghmare said environment related surveys and issues should also be discussed.




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Dr. Nitinkumar Patil mentioned that a visit to Mumbai/Palghar laboratory of the Maharashtra Pollution Control Board should be done as the laboratory visit helps in the better understanding of environmental pollution levels and its control.

Discussion for FYBSc syllabus for the implementation of National Education Policy (NEP) from June 2023-

All the BOS members appreciated the course outline for the FYBSc syllabus to be implemented from June 2023.

Dr. Santhini Nair suggested that self-learning through video tutorials should be encouraged.

Dr. Ranadive added that field trips should also be done.

During the discussion on the appointment of retired staff as examiners or moderators, Dr. R.C. Patil suggested to take the permission from the University of Mumbai. Moderators or evaluators from other colleges may also be called.

Dr. Pramod Ghogre offered the vote of thanks. The meeting ended at 3.30 pm.

The above points will be considered for the final revision of the various syllabi.

mfhadke

Dr. Manju Phadke

Head, Dept. of Microbiology

HEAD OF THE DEPARTMENT OF MICRO-BIOLOGY
SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
SION (WEST), MUMBAI - 400 022.



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14th July, 2022

1. Mr. Kiran Nabar (Chairman)
2. Mr. Vinod Menon
3. Mr. Anand Ambardekar
4. Dr. Vishal Dev Ashok
5. Dr. Vinita Dhulia
6. Dr. Vivek Parkar
7. Dr. Ameeya Bhagwat
8. Mr. Suketu Shah
9. Dr. Milind Jog
10. Dr. Aarti Iyer
11. Mr. Maheshwar Phalake
12. Ms. Seema Jadhav

Dear Sir / Madam,

Greetings from SIES!

I am happy to invite you for the first meeting of the BOS members in the academic year 2022-23 . This meeting will be held on-line in MS Teams platform on Saturday, 16th July 2022 at 7.30 pm.

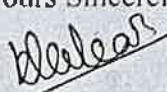
I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:


1. To take a review of the second half of the academic year 2021-22.
2. To discuss the frame work of the syllabus of Two credit course for BCom students.
3. Any other matter.

Thanking you,

Yours Sincerely,


Kiran Nabar
Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, (West), Mumbai 400 022




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Physics Department

Minutes of the BOS (Physics) meeting held on 16.07.2022 :

BOS (Physics) online meeting was held on Saturday, 16th July 2022 at 7:30 pm on MS Teams platform.

1. The meeting was attended by 9 members of BOS .
2. Leave of Absence was sanctioned to 1) Dr. Ameeya Bhagwat , 2) Mr. Maheshwar Falake and 3) Mr. Suketu Shah.
3. Chairman and Head of Physics Department Mr. Kiran Nabar welcomed all the BOS members present in the meeting. He also introduced University Nominee to BOS, Dr. Milind Jog. All members welcomed Dr. Jog to the BOS.
4. Minutes of the BOS Meeting held on 25-04-2020 were read and confirmed.
5. Point no. 1: To take a review of the second half of the academic year 2021-22.

Chairman Mr. Kiran Nabar appraised the members that all the even semester examinations of UG and PG courses were conducted as per the Mumbai University (MU) guidelines and all results were declared within stipulated time.

Revised Syllabi of SYBSc and SYBCom (Applied Component) were passed in the Academic Council and from the academic year 2022-23 implementation of the syllabi began.

6. Point no. 2: To discuss the frame work of the syllabus of Two- credit course for B. Com. students.

Mr. Kiran Nabar explained that the Physics Department intends to start a new Two-credit Course based on some basic Computer Programming Skills. Initial plan was to conduct the course for SYBCom students because these students expressed their willingness to learn basic computer Programming skill. But Principal Suggested that this course can be made available to SY students of other streams as well.

Dr. Aarti Iyer explained the syllabus.

Dr. Jog asked more clarification on the modalities of evaluation.

Finally the syllabus was unanimously passed.




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7. Point no 3: Any other points :

Mr. Menon informed the members that Physics research Laboratory has been recognized by MU for Ph. D. research. One of Our faculty members has applied for recognition as Ph. D. guide and the letter of recognition from the MU is awaited.

Another point that was discussed was how to popularize studies in pure sciences. Dr. Jog shared his experience of interaction with Higher secondary students. Most of them were found to be not aware of opportunities available after BSc.

Dr. Vivek suggested that there should be alumni-connection for our students so that they can be constantly guided to choose their career. He offered to help the department with his expertise and contacts.

Mr. Kiran Nabar requested members for their support in framing TYBSc and TYBCom (Applied Component) syllabi which will be implemented from the academic year 2023-24. Members assured to participate in discussions before finalizing the curricula.

Finally chairman Mr. Kiran Nabar thanked all the members present and declared the end of the meeting.

Date:18.07.2022

Kiran Nabar
Chairman

Attendance from MS Teams

BOS Meeting 16-07-2022 (First Meeting of Year 2022-23)		
Full Name	User Action	Timestamp
Kiran Nabar	Joined before	7/16/2022, 7:17:48 PM
Aarti Muley	Joined	7/16/2022, 7:17:48 PM
Seema Jadhav	Joined	7/16/2022, 7:18:08 PM
Milind Jog	Joined	7/16/2022, 7:24:47 PM
Vinod Menon	Joined	7/16/2022, 7:26:46 PM
Vinod Menon	Left	7/16/2022, 7:28:51 PM
Vinod Menon	Joined	7/16/2022, 7:29:39 PM
Anand Ambardekar	Joined	7/16/2022, 7:29:13 PM
Vivek Parkar	Joined	7/16/2022, 7:30:04 PM
Dr.Vinita Dhulia (Guest)	Joined	7/16/2022, 7:30:45 PM
Kiran Nabar	Joined	7/16/2022, 7:33:19 PM
Vishal Ashok	Joined	7/16/2022, 7:35:13 PM

[Signature]
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Sion (West), Mumbai - 400 022.



Minutes Of Meeting 22-04-23
SIES COLLEGE OF ARTS, SCIENCE & COMMERCE
(AUTONOMOUS)
Sion (W), Mumbai-400 022.

13th April 2023

1. Mr. Kiran Nabar (Chairman)
2. Mr. Vinod Menon
3. Mr. Anand Ambardekar
4. Dr. Vishal Dev Ashok
5. Dr. Vinita Dhulia
6. Dr. Vivek Parkar
7. Dr. Ameeya Bhagwat
8. Mr. Suketu Shah
9. Dr. Milind Jog
10. Dr. Aarti Muley
11. Mr. Maheshwar Falake
12. Ms. Seema Jadhav

Dear Sir / Madam,

Greetings from SIES!

I am happy to invite you for the meeting of the BOS members in the academic year 2022-23 . This meeting will be held on-line in MS Teams platform on Saturday, 22nd April 2023 at 3:30 pm. Link for the meeting will be shared with the members.


I would be highly obliged if you could give your consent by email for the same.

The agenda for the meeting is as follows:

1. To take a review the academic progress of the current academic year.
2. To revise the TYBSc Physics syllabus for the Academic year 2023-24.
3. To revise the TYBCom Applied Component syllabus for the Academic year 2023-24.
4. To discuss and approve the structure of FYBSc syllabus as per NEP.
5. Any other matter.

Thanking you,

Yours Sincerely,


Kiran Nabar
Head, Department of Physics,
SIES College of Arts, Science & Commerce,
Sion, (West), Mumbai 400 022




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SIES College of Arts, Science &
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Sion (West), Mumbai - 400 022.

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Sion (W) Mumbai-400022**

Physics Department

Minutes of the BOS (Physics) meeting held on 22-04-2023 :

BOS (Physics) online meeting was held on Saturday, 22nd April 2023 at 3:30 pm on MS Teams platform.

1. The meeting was attended by 11 members of BOS.
2. Leave of Absence was sanctioned to Dr. Vinita Dhulia.
3. Chairman and Head of Physics Department Mr. Kiran Nabar welcomed all the BOS members present in the meeting.
4. Minutes of the BOS Meeting held on 16-07-2022 were read and confirmed.
5. Point no. 1: To take a review of the academic progress of the current academic year 2022-23.

Chairman Mr. Kiran Nabar apprised the members that all the odd semester examinations of UG and PG courses were conducted as per the norms and all results were declared within stipulated time.

Revised Syllabi of SYBSc and SYBCom (Applied Component) were implemented in the academic year 2022-23 and could be completed in stipulated time and the course feedback taken from the students is positive.

6. Point no. 2: To revise the T.Y.B.Sc. Physics syllabus for the Academic year 2023-24.

Mr. Kiran Nabar explained that after revising the F.Y.B.Sc. and S.Y.B.Sc. Physics syllabi in the previous years, T.Y.B.Sc. Physics and Applied component: Electronics Instrumentation syllabi for Sem V and Sem VI are to be revised from the academic year 2023-24. The rough draft of these syllabi was shared with all the members by email prior to the meeting.

All the papers were discussed thoroughly. Members gave their valuable inputs. Some additional references were added to the list. Finally the revised draft was unanimously passed by all the members present.

7. Point No. 3: To revise the T.Y.B.Com. Applied Component syllabus for the Academic year 2023-24.

Similar to S.Y.B.Sc, S.Y.B.Com. Applied component – Computer programming was revised in the academic year 2022-23 and accordingly the T.Y.B.Com. Sem-V and Sem-VI Applied Component syllabus is to be revised for the Academic year 2023-24.

Theory and practical components of this subject were discussed and finally the syllabus was unanimously passed.



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8. Point No. 4: To discuss and approve the structure of FYBSc syllabus as per NEP.

Chairman Mr. Kiran Nabar explained that as per the Maharashtra Govn. Circular NEP will be applicable to F.Y.B.Sc. The finalization of structure of BSc course is ongoing. Physics department has prepared rough draft for two papers in Physics for Sem-I and two papers for Sem-II under major category. Department also proposes to teach two papers under Open Elective category.

Syllabi for major subject were discussed in detail and passed.

The structure of FYBSc course as per Govn circular dated 4-11-22 was discussed and passed.

It was decided unanimously that any change in the structure necessitated due to subsequent Govn. circulars will be communicated to all the members and their views will be taken into consideration either by mail or by holding another BOS meeting.

9. Point No. 5: Any other matter.

Mr. Suketu suggested that with developments in instruments, student should be trained to use DSOs (Digital Storage oscilloscopes). Mr. Maheshwar Falake apprised the members that the Dpt has already procured DSOs and started training MSc students .

Mr. Kiran Nabar told the members that the former Chairperson and Head, Mr. Vinod Menon will be retiring after superannuation in the month of April. Mr. Nabar requested permission from the members to either co-opt Mr. Menon in BOS or call him as special invitee in the BOS meetings in future. All members thanked Mr. Menon for his valuable contribution and wished him best luck. They also expressed their desire to see Mr. Menon in the subsequent BOS meetings.

Finally chairman Mr. Kiran Nabar thanked all the members present and declared the end of the meeting.

Date: 22-04-2023

Kiran Nabar

Chairman



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Attendance from MS Teams

Attendance 22-04-2023

Full Name	User Action	Timestamp
Maheshwar Falake	Joined	4/22/2023, 3:28:36 PM
Seema Jadhav	Joined before	4/22/2023, 3:28:36 PM
Vinod Menon	Joined before	4/22/2023, 3:28:36 PM
Kiran Nabar	Joined before	4/22/2023, 3:28:36 PM
Vishal Ashok	Joined before	4/22/2023, 3:28:36 PM
Milind Jog	Joined	4/22/2023, 3:28:44 PM
Milind Jog	Left	4/22/2023, 5:30:04 PM
Ameeya A Bhagwat (Guest)	Joined	4/22/2023, 3:29:02 PM
Ameeya A Bhagwat (Guest)	Left	4/22/2023, 5:30:16 PM
Vivek (Guest)	Joined	4/22/2023, 3:32:05 PM
Vivek (Guest)	Left	4/22/2023, 3:53:42 PM
Vivek (Guest)	Joined	4/22/2023, 3:53:53 PM
Vivek (Guest)	Left	4/22/2023, 5:30:07 PM
Suketu Shah (Guest)	Joined	4/22/2023, 3:33:43 PM
Anand Ambardekar	Joined	4/22/2023, 3:37:37 PM
Aarti Muley	Joined	4/22/2023, 3:52:39 PM




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Department of Statistics

Minutes of the Online Board of Studies meeting of the Department of Statistics held on
18th April 2023 at 6:30 pm:

1. The meeting was attended by 5 External & 5 Internal members.
2. Changes in the course according to the NEP were discussed.
3. Syllabus of First year was discussed.

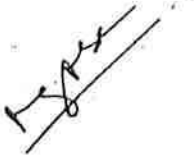
The following changes in the new FYBSc syllabus have been proposed in the BOS meeting:

Paper-I:

- No change was suggested in Paper I syllabus.

Paper-II:

- In Semester I: No change was suggested.
- In Semester II:
Unit-II will be named "Normal distribution, Estimation & Testing of Hypotheses"



Pallavi Rege

Head of the Department

Head of the Statistics Department
S.I.E.S. College of Arts, Science & Commerce
Sion (West), Bombay-400 022.




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Minutes of the meeting of the Board of Studies in Zoology

The meeting of Board of Studies in the subject of Zoology for SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai was held on Saturday, 23rd July 2022 at 11.00 am. The meeting was conducted in hybrid mode (offline/online), in the Board Room, Ground Floor of SIES College.

The agenda for the meeting was as follows:

- To discuss and approve the proposed revised syllabus of MSc Part I in the subject of zoology to be effective from the academic year 2022-23.
- To discuss teaching, learning and examination modules to be implemented in this academic year.

Members of the Board of Studies in Zoology

1. Dr. Satish Sarfare – Chairman, Head, Department of Zoology (Faculty, SIES College)
2. Mr. Pushparaj Shetty – Member, Department of Zoology (Faculty, SIES College)
3. Dr. Rupali Vaity – Member, Department of Zoology (Faculty, SIES College)
4. Mr. Madhavan Gopalan – Member, Department of Zoology (Faculty, SIES College)
5. Dr. Aditya Akerkar – Member, Department of Zoology (Faculty, SIES College)
6. Dr. Manisha Kulkarni – Vice Chancellor's Nominee, Associate Professor, Department of Zoology, Institute of Science, Fort, Mumbai
7. Dr. Manoj Mahimkar – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
8. Mr. Kedar Gore – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
9. Dr. Sasikumar Menon – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the Principal).
10. Ms. Uma Bandekar – Currently working with ICON as Clinical Team Manager (University Merit Ranker/ 1st position, one postgraduate meritorious alumnus to be nominated by the Principal)

Dr. Manoj Mahimkar and Dr. Sasikumar Menon could not attend the meeting due to prior commitments, and had informed in advance about their leave of absence, and therefore, leave of absence was granted to them. Mr. Kedar Gore joined the meeting online, since the meeting was in hybrid mode. Ms. Uma Bandekar, Dr. Mahimkar and Mr. Gore have also emailed their suggestions/comments regarding the proposed revised syllabus of MSc Part I in the subject of zoology.

Opening Remarks:

Dr. Satish Sarfare briefed the board members regarding the change in Vice Chancellors nominee as per the directives from University of Mumbai, thereby, thanking the earlier University nominee, Dr. Chhaya Panse for her contribution and welcoming the new University nominee, Dr. Manisha Kulkarni. Thereafter, the new University nominee, Dr. Manisha Kulkarni was given an overview of the earlier meetings of the board of studies in the context of academic autonomy (2018 onwards), whereby the department had revised in the earlier years the undergraduate syllabi and therefore, and now was looking forward to the revision of postgraduate syllabi. With that perspective, the board members were informed about the plan and methodical approach to revise the syllabi, wherein the distribution of work for revision of postgraduate syllabi was delegated to team members; moreover, the notice regarding the same was also shared with the board of studies.

Key points:

- The proposed revised syllabus of MSc Part I was presented by Mr. Pushparaj Shetty, Convener of MSc Part I syllabus committee.
- As discussed in the last meeting, the papers comprising of Biotechnology in MSc Part II syllabus have been shifted and incorporated in MSc Part I syllabus in both the semesters, so that the revised syllabus of MSc Part II will have all the four papers of specialization in Animal Physiology or Oceanography wherever applicable.
- In the proposed revised syllabus of MSc Part I, most of the units in Paper I and Paper II for both the semesters were retained from the earlier syllabus.
- Application based topics from Biotechnology syllabus of MSc II were shifted to Paper III.
- The proposed revised syllabus of MSc Part I has been designed in such a way that graduate students from other colleges applying for MSc program in SIES College can also integrate themselves in understanding the curriculum without major constraints.
- The proposed revised syllabus of MSc Part I has been designed in such a way that it will also be helpful for the students to prepare and clear relevant competitive examinations such UGC – NET/JRF, SET, CSIR, UPSC besides helping the students to appear for entrance examinations conducted by research institutions such as ACTREC, IISER etc.




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- The board of studies was informed about the proposal by the department of zoology, regarding the formation of Dissection Monitoring Committee in college with the composition of members as per UGC circular dated 5th August 2014.

Comments and Suggestions of Board Members during the meeting:

Dr. Manisha Kulkarni

- Appreciated the introduction of some minor phyla in paper I
- Suggested to remove Scoliodon as an animal for type study as it is a scheduled animal
- In Practical I semester II, following changes were suggested:
- In class spices instead of sting ray, guitar fish can be added and any two bony fishes like mackerel and Pomfret to be added
- In class Amphibia, examples of animals like Amphiuma and Siren to be added as museum specimens are there in the department
- In Class Aves since specimen for owl is not there, vulture can be introduced as specimen
- Insisted on study tours for the students in both semester wherein classification can be learnt in a better way
- In all practical papers, marks should be assigned for journal and viva voce.
- In paper I practical examination marks should also be allotted for report writing based on study tour
- Marks for identification in practical I should be reduced from 21 to 14 or 18, so that students don't lose marks in practical I examination.
- Marking scheme for theory examination has to be given to the students along with the syllabus.
- Commented and agreed with the Chairman, Board of Studies that the practice of using power point presentation for identification of organisms/animals should be discouraged, since the permanent slides/museum specimens are available in the department museum. Therefore, during examination, the faculty and examiners should make use of permanent slides and museum specimens for identification rather than showing images from the internet on screen.

Ms. Uma Bandekar

- Suggested to consider example of Covid vaccine in Paper 3 semester I unit 2 (Medical Biotechnology)
- She also suggested to add use of PCR in Covid 19 testing in paper 3 semester I unit 3 (Genome Management and analysis)
- Recommended the inclusion of Good Laboratory Practices, Good Clinical Research Practices, Good Manufacturing Practices, Clinical and Pharmaceutical research
- Glimpse of drug discovery and development if possible (pre clinical and clinical studies etc) to be included.

Dr. Satish Sarfare

- Paper IV, Unit 4 Research methodology portion needs to be modified to make it more specific in terms of basic and applied concepts of research, including research design, writing research articles, review, research ethics etc.
- Suggested that Scoliodon as a type animal needs to be replaced by Sciaena species (Dhoma), since Scoliodon is mentioned in the Scheduled List of Animals, whereas, Sciaena is not in the Scheduled List of Animals, moreover, Sciaena is also easily available throughout the year and is also economical.
- Suggested the need to introduce the study of mouth parts of insects, since the department has permanent slides and educational charts for different species of insects such as Culex, Anopheles, Honeybee, and Butterfly among others.
- Suggested that in practical examination for SDS PAGE, instead of asking the students to demonstrate SDS PAGE, they should be asked to cast the gel, load the sample and run and interpret the results.
- Commented and questioned the faculty to justify, regarding the recent trend/practice in the department of using power point presentation for examination, especially for identification of organisms/animals in the context of classical zoology/taxonomy, whereby, when permanent slides/museum specimens are available in the department, why the faculty insists on using images from internet during examination.
- Marking scheme for practical and theory examination has to be given to the students along with the syllabus.
- Proposed the formation of Dissection Monitoring Committee in college with the composition of members as per UGC circular dated 5th August 2014.
- Proposed designing of Course Work on Research methodology for Ph.D students which will be subsequently presented to the board of studies for their perusal and approval.

Dr. Manoj Mahimkar (send via email)

- In developmental biology – stem cell and their role in the development and cancer. Ethical considerations on using stem cells in medicine need to be introduced; Along with microarrays – more important to cover nextgen sequencing for genome / transcriptome / methylome.

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- Macromolecule – It would be important to cover DNA organization, transcription, and translation, mechanisms of gene regulation. Mechanisms of DNA damage and repair, its role in genetic diseases, including cancer.
- PCR and principles; types of PCR, including qRT-PCR for RNA and qPCR for copy number changes – Primer design can be used as practical; Tissue analysis can be in two parts 1) Frozen (cryotome) and 2) Fixed tissues (microtome). Both have their importance which should be discussed. Along with typical histology and histopathology, there should be immunohistochemistry detection of specific proteins as this is even in the clinic (ER/ PR in breast cancer, p53 protein etc.); Techniques for the detection of proteins are not there, therefore, we should consider – Western blot, immunohistochemistry, ELISA, and proteomics
- In research methods, concepts of Human and animal ethics consideration are to be discussed, which are very important in the planning of studies. The concept of power calculation needs to be introduced when planning both human and animal studies that I find missing; In research methods use of animal models needs to be included c. elegans, drosophila, zebra fish, mice, rats, and dogs other relevant models may be considered.
- The vaccination part also needs to be included as a part of the immunology aspect of zoology.
- Most colleges affiliated to Mumbai University give only 4 months of outside training. I recommend six months to be considered.

Mr. Kedar Gore (send via email)

- Appreciated the efforts and the structure of the well designed syllabus especially pointing out the relevance of the syllabi for NET / PET examinations and has recommended the following suggestions:-
- There are many M.Sc. freshers who want to work in conservation NGO. While their enthusiasm and interest is palpable, most of them lack the skills of developing a research proposal, writing project reports or even compiling a write-up on the subject of their interest. These skills are an integral and essential part in a conservation organization. To make our students more capable and ready for a job after passing out of M.Sc., suggested including 'mentorship' as part of the two year M.Sc. program. Each student must be encouraged to choose an organization or institution of her/his choice and work under the guidance of a mentor to learn the nuances of proposal or report writing and to generally understand the working of that organization. This will enable the student to acquire these skills before passing out of the University. SIES may consider empanelling a list of organizations with related expertise for the students to select from.
- Students should be encouraged to write articles on topics of their interest from their M.Sc. Zoology syllabus for blogs and magazines such as Sanctuary, Saevus, Hornbill, etc. This will greatly improve their knowledge as they would need to do a lot of reference to collect secondary data for these articles and also improve their language. This base would be immensely helpful for their careers or even while writing their thesis.
- To encourage field based and experiential learning, SIES should consider collaborating with professional biotechnology labs, research institutions such as BNHS, TIFR for placing students as short-term interns. This learning will be helpful in their careers. SIES may explore tie-ups with organizations, research institutions and the corporate sector (CSR or R&D departments) to organise campus interviews for the M.Sc. Part II students. For those students who do not wish to pursue PhD and would like to explore job opportunities, these campus interviews and possible placements would be helpful.

Conclusion: The proposed revised syllabus of MSc Part I and the efforts put forth by the Convener along with team members of syllabus committee from the department of zoology was highly appreciated by the board members. A well designed and structured syllabus in the first year of MSc will certainly consolidate the fundamental concepts while retaining the essence of classical zoology. It will also serve as a stepping stone to redesign and restructure the syllabi of specializations in the final year of MSc, thereby, not only doing justice to the core subject of zoology, but also, simultaneously creating opportunities and applications for specializations in the subjects of animal physiology and oceanography. Many valuable suggestions, wherever feasible and applicable will be considered for the incorporation in final draft of the syllabus. The final draft of the proposed revised syllabus of MSc I in the subject of zoology will be subsequently mailed to the members of board of studies at the earliest for their approval.

Meeting adjourned at 1.00 pm

Minutes submitted by

[Handwritten signature]

Dr. Satish Sarfare

Vice Principal

Head, Department of Zoology, SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai

Email: satishs@sies.edu.in

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Minutes of the meeting of the Board of Studies in Zoology

The meeting of Board of Studies in the subject of Zoology for SIES College of Arts, Science and Commerce (Autonomous), Sion (West), Mumbai was held on Saturday, 15th April 2023 at 11.00 am. The meeting was conducted in hybrid mode (offline/online), in the Board Room, Ground Floor of SIES College.

The agenda for the meeting was as follows:

- Discussion and approval of the proposed credit structure and subject combinations in the context of national education policy to be implemented from academic year 2023-24.
- Discussion and approval of the proposed outline and revised titles/units in F.Y.BSc syllabus to be introduced post national education policy implementation from the academic year 2023-24 in the context of first batch enrolling for four-year undergraduate degree program.
- Discussion and approval of the revised syllabus to be proposed for M.Sc. part 2 (specialization: oceanography and fishery science; specialization: animal physiology).

Members of the Board of Studies in Zoology

1. Dr. Satish Sarfare – Chairman, Head, Department of Zoology (Faculty, SIES College)
2. Mr. Pushparaj Shetty – Member, Department of Zoology (Faculty, SIES College)
3. Dr. Rupali Vaity – Member, Department of Zoology (Faculty, SIES College)
4. Mr. Madhavan Gopalan – Member, Department of Zoology (Faculty, SIES College)
5. Dr. Aditya Akerkar – Member, Department of Zoology (Faculty, SIES College)
6. Dr. Manisha Kulkarni – Vice Chancellor's Nominee, Associate Professor, Department of Zoology, Institute of Science, Fort, Mumbai
7. Dr. Manoj Mahimkar – Principal Investigator, Cancer Research Institute, ACTREC, Navi Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
8. Mr. Kedar Gore – Director, The Corbett Foundation, Mumbai; (Subject expert from outside the Parent University to be nominated by the Academic Council)
9. Dr. Sasikumar Menon – Director, Therapeutic Drug Monitoring Lab, Sion, Mumbai; (Expert from outside the college whenever special courses of studies are to be formulated to be co-opted by the approval of the Principal).
10. Ms. Uma Bandekar – Currently working with ICON as Clinical Team Manager (University Merit Ranker/1st position, one postgraduate meritorious alumnus to be nominated by the Principal)

Most of the Board Members attended the meeting in person; however, Mr. Kedar Gore had joined online since the meeting was in hybrid mode, and contributed effectively by providing transcripts/chatbox texts via microsoftteams. Dr. Manoj Mahimkar was granted leave of absence, due to his prior commitment, however, Dr. Manoj Mahimkar later on emailed his suggestions, which have been included as addendum to the minutes of the meeting.

Note that since a few faculty members had examination supervision duty, therefore, they reported before the meeting (Mr. Pushparaj Shetty, Dr. Rupali Vaity, Ms. Shraddha Patil), and had given their suggestions in advance, and thereafter went for examination supervision duty. In addition to the above board members, the following faculty members from the department of zoology, also reported and contributed for the meeting: Ms. Shraddha Patil; Mr. Prathamesh Kulkarni; Mr. Avadhesh Kumar; Dr. Sharvari Kudtarkar and Ms. Rutuja Nighot.

Opening Remarks:

Dr. Satish Sarfare briefed the board members regarding the agenda of the meeting, whereby, one of the agenda was the revision of M.Sc. part 2 syllabus in Zoology with specialization of (Animal Physiology; Oceanography and Fishery Science) to be implemented in academic year 2023-24, especially in the context of revision of M.Sc. part 1 syllabus done in the current academic year 2022-23, with the scope for introducing internship and research project component in M.Sc. part 2. He also gave an overview of the National Education Policy with reference to the report of Professor (Dr.) R. D. Kulkarni, as per the circular from government of Maharashtra, dated 26th April 2022, and discussed the proposed credit structure for four year degree program in the subject of zoology with honours/research along with subject combinations to be implemented from academic year 2023-24, and put forth proposed outline and revised titles/units in FYBSc syllabus to be introduced under National Education Policy to be implemented from the academic year 2023-24 subject to changes as per government circulars.



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Key points:

- The proposed grid for the syllabus being revised for M.Sc. part 2 (Specialization: Oceanography and fishery science, Specialization: Animal Physiology) was presented by Dr. Satish Sarfare.
- As per the revision of M.Sc. part 1 syllabus in the current academic year 2022-23, Biotechnology in MSc Part II syllabus have been shifted and incorporated in MSc Part I syllabus in both the semesters, so that the revised syllabus of MSc Part II will have all the four papers of specialization in Animal Physiology or Oceanography wherever applicable.
- The proposed grid for the syllabus has been designed wherein there will be 3 theory papers and their respective practical component in both the semesters. One entire paper [Theory (60 marks) + Internal assignments (40 marks) + Practical (50 marks) = 150 marks] in both semesters would be dedicated to the internship/research project component with flexibility for evaluation as per evaluation scheme to be shared later.
- The idea presented for the introduction of internship and research project component was as follows:
 - a) The students will enroll for a summer internship in the respective specialization after completion of their semester II. The internship would last for approximately 4-8 weeks (the duration is subjected to the rules and regulations of the institute/industry/company in which the students have enrolled). Students can be placed anywhere across the country. The students will be evaluated for 150 marks based on their performance, report and presentation of the work done in the course of internship. The criteria for evaluation for the same were also presented to the board members. The internship component will be assigned for 150 marks in semester III which would replace one entire paper (Theory + Internal assessment + practical).
 - b) For semester IV, the idea of dissertation component was presented wherein the students will take up a research project of the respective specialization based on which they will be evaluated for 150 marks. The criteria for the evaluation of the same were presented to the board members. The dissertation component will be assigned for 150 marks in semester IV which would replace one entire paper (Theory + Internal assessment + practical). In both the semesters the students will be mentored by the faculty members for the internship and the research project.
- The credit structure and subject combinations in the context of national education policy to be implemented from academic year 2023-24 were presented to the board members. The college has decided to follow 'Department/Discipline Specific Core.' The proposed credit structure would be comprised of:
 - a) Major Subject (Zoology)
 - b) Minor Subjects (Chemistry, Biochemistry, Botany, Microbiology, Physics)
 - c) Generic/Open Elective Course
 - d) Vocational and Skill Enhancement Course(VSC)
 - e) Ability Enhancement Course (AEC)
 - f) Field Projects/ Internships/ Apprenticeship/ Community Engagement and ServicesThe student will get a separate degree based on Major and Minor subjects respectively.
- The outline and revised titles/units along with marks distribution in F.Y.BSc syllabus to be introduced post national education policy implementation from the academic year 2023-24 were presented to the board members.

Comments and Suggestions of Board Members during the meeting:

Dr. Satish Sarfare:

- Suggested to incorporate some technical part referring to 'Crafts and Gears' from both theory as well as practical perspective (for example, Knots and Hitches) in oceanography syllabus which will help students when they will work on ships, mechanized crafts, research vessels.
- Suggested to include the historical perspective in oceanography syllabus, so that the students would know the thought process and concept which went behind interesting discoveries and voyages.
- Suggested that M.Sc. part 2 academic year shall begin in July instead of June so that the students get sufficient time for the internship.
- Suggested that, with reference to the proposed credit structure in the context of NEP, Aquascaping could be considered as an option for Generic/Open Elective Course from the Department of Zoology.




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Dr. Manisha Kulkarni:

- Suggested that Animal physiology students can be placed for internship in various institutions, research centres of hospitals, pathology labs etc.
- Suggested that the duration of the research project can be one entire year wherein the student will present the research proposal in semester III and actual project work and thesis writing can be completed in semester IV.
- Suggested that, with reference to the proposed grid for Animal physiology syllabus, the titles of the units should be phrased properly so as to convey the content included.
- Suggested that, with reference to the proposed grid for Animal physiology syllabus, to be specific about the nomenclature of the papers.
- Suggested that, with reference to the proposed grid for Animal physiology syllabus, topics like 'Electrophysiology', 'Neuroendocrinology' can be added to the syllabus.

Dr. Sasikumar Menon:

- Suggested to have a backup plan for internship as under NEP, it would become mandatory for the colleges to send students for internships.
- Suggested to send students to the institutions like Haffkine, Central laboratory of Metropolis Healthcare Ltd., Thyrocare Technologies Ltd., Gene testing laboratories etc.
- Suggested that, with reference to the internship, the candidate should be evaluated by the institute/industry/company and the marks given can be fit into the evaluation criteria decided by the college department.
- Suggested that, with reference to the internship, the evaluation criteria and the grid for evaluation should be given to students.
- Suggested that, with reference to the internship, a small laboratory notebook (having the date, time, and signature of the person the student reporting to) to be given to the student wherein the student will enter the work done on daily basis and that would carry a weightage in the practical exam.
- Suggested that, with reference to the research project, a minimum contact period should be decided which would be continuous.
- Suggested that, with reference to the proposed credit structure in the context of NEP, the minor subjects and Generic/Open Elective Courses should be attractive enough to get the attention of students. The title 'Insights into Field Biology' should be given a thought to make it more attractive.
- Suggested that, with reference to the proposed grid for Animal physiology syllabus, to relate physiology papers to their application.
- Suggested that, with reference to the proposed grid for Animal physiology syllabus, especially in case of Applied physiology, try to refer to other university syllabi (including the universities situated abroad) and link it to the syllabus.
- Suggested that, with reference to practical component in Oceanography syllabus, Evaluation of satellite images, wind-flow charts, ocean currents etc. can be considered.

Mr. Kedar Gore:

- Suggested to have a list of potential institutes where SIES students can opt for internships or projects. Also, the college should have a tie-up with these institutes beforehand so students do not struggle to find a place for internships.
- Suggested to have a backup option ready if in case any student does not find a host institution for the internship.
- Suggested that veterinary colleges can be considered as an option for internship for Animal physiology students.
- Raised a question regarding the possibility of conduction of internships in an online mode.
- Suggested that students should be exposed to scientific report writing.
- Suggested that under NEP, Wildlife Biology can be considered as an option for Minor subject.
- Suggested to conduct an orientation session for students in F.Y.BSc on professional prospects and career options available for them after completion of their graduation or post-graduation.
- Suggested to organize a workshop on 'Scientific report writing' conducted by Dr. Asad Rahmani.

Ms. Uma Bandekar:

- Suggested that the backup plan for an internship component can be a research project which would be completed during the same period.



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Mr. Madhavan Gopalan:

- Suggested that if the student is not able to go for an internship during the vacation, then it can be completed during the regular semester period by visiting the institute/industry/company after completing the college hours.
- Suggested that the internship component can be of a different subject but the connection of that subject to the specialization subject should be justified.
- Suggested that, the practical component of Oceanography should be made more extensive in terms of performing.

Dr. Aditya Akerkar:

- Suggested that if in case the student is not able to go for an internship to any outstation location, then the research project to be performed in semester IV can be started in semester III and can be completed in two halves in each semester.
- Suggested that the research project to be performed in semester IV should be of a continuous period.
- Suggested that, with reference to the research project to be performed in semester IV, the teaching-learning should be done between November, December and first 2 weeks of March. January and February should be dedicated to the project work entirely.

Conclusion:

The proposed idea of introducing an internship component in semester III and research project component in semester IV was well received and approved by the board members. The detailed syllabus with precise nomenclature of papers and units will be designed in due course of time and will be subsequently mailed to the members of the board of studies at the earliest. Many valuable suggestions, wherever feasible and applicable will be considered for the incorporation in final draft of the syllabus. The revised syllabus certainly would give the postgraduate students in zoology an edge in terms of career opportunities, besides broadening their horizons through exposure to industry training and inculcate research aptitude in them.

The proposed credit structure for four year degree program in zoology with honours / research along with subject combinations (major/minor) and revised titles for FYBSc, in the context of national education policy to be implemented from academic year 2023-24 was approved by the members of the board of studies, taking into account the need for further changes, wherever applicable as per the guidelines/directives from Government of Maharashtra and University of Mumbai.

Meeting adjourned at 1.10 pm on 15th April 2023
Minutes submitted by



Dr. Satish Sarfare
Vice Principal
Head, Department of Zoology
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Email: satishs@sies.edu.in

Addendum to the minutes of the meeting - Suggestions mailed by Dr. Manoj Mahimkar on 25th April 2023

- Short-term training of 2 months or less in any lab is superficial and has no impact on the understanding of the student
- If you send students to Institutes other than FISHERY-related aspects, they will substantially differ as the research needs of any lab are not uniform unless it is a QC lab. Please keep that in mind.
- Lab book is an important concept and important reference when results show deviation. One can track mistakes/ errors using that book. So all minor details, including errors and deviations, must be recorded.
- When students write their dissertation report, many add junk information to increase the bulk of the thesis as their teachers insist on the same. I think you should highlight the fact that it should be crisp, clear, and concise.
- If a student gets negative/unexpected results, they should know how to justify them. I have seen that teachers often put pressure to get DESIRED results which are against research ethics.
- Long term dissertation should be of 6 months, and no student should be called on Saturdays to college.



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Department of Commerce


**Minutes of the Commerce Board of Studies meeting held on 21st June, 2022 at
12.00 noon on MS TEAMS.**

1. The meeting started with introduction and welcome speech by the Chairperson.
2. The minutes of the previous BOS meeting was read and confirmed by the members.
3. The revised syllabus, evaluation and paper pattern of Commerce III & IV, Accounting & Financial Management III & IV, Financial Accounting & Auditing V & VI, Foundation Course III & IV, Business Law I & II and Advertising I & II was presented, discussed and reviewed. After incorporating valuable inputs and suggestions by Dr. Vinita Pimpale, Dr. N. Seethalekshmy and other members, the final syllabus was approved.
4. The meeting concluded with vote of thanks by the Chairperson.
5. The meeting was attended by the following members:

- (i) Mr. Roy Mathew
- (ii) Mrs. Maria Fernandes
- (iii) Mrs. Nitya R. Mahajan
- (iv) CA Avin K. Shah
- (v) Mr. Krishnan Ramchandran
- (vi) Dr. (CA) Seema Gosher
- (vii) Dr. Shobha Dedhia
- (viii) Dr. Vinita Pimpale
- (ix) Dr. N Seethalekshmy
- (x) CA Anand Krishnamoorthy
- (xi) Mrs. Tushari Vinayak

Date: 21.06.2022




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Chairperson of Commerce BOS and
Head, Department of Commerce


Dr. Uma Shankar
Principal

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Department of Commerce

**Minutes of the Commerce Board of Studies meeting held on 19th November,
2022 at 12.00 noon on MS TEAMS.**

1. The meeting started with introduction and welcome speech by the Chairperson.
2. The minutes of the previous BOS meeting was read and confirmed by the members.
3. The following resolution was presented and approved by the members of the meeting unanimously:

“Resolved that objective type questions of **Question No. 1** in the Semester End Exam question papers of the following subjects/papers be replaced by **Short Notes on any four out of six**, for all exams from 1st December, 2022.”

Sr. No	Class	Subject	Paper Code
1	FYBCOM	Commerce I Commerce II	SIUCCOM11 SIUCCOM21
2	SYBCOM	Commerce III Commerce IV Business Law I Business Law II Advertising I Advertising II Auditing	SIUCCOM31 SIUCCOM41 SIUCBLW31 SIUCBLW41 SIUCADV31 SIUCADV41 SIUCFAA41
3	TYBCOM	Commerce V Commerce VI Export Marketing I Export Marketing II	SIUCCOM51 SIUCCOM61 SIUCEXP51 SIUCEXP61

4. The meeting concluded with vote of thanks by the Chairperson.

The meeting was attended by the following members:


- (i) Mr. Roy Mathew
- (ii) Mrs. Maria Fernandes
- (iii) Mrs. Nitya R. Mahajan
- (iv) CA Avin K. Shah
- (v) Mr. Krishnan Ramchandran
- (vi) Dr. (CA) Seema Gosher
- (vii) Dr. Shobha Dedhia
- (viii) Dr. N. Seethalekshmy
- (ix) CA Anand Krishnamoorthy
- (x) Mrs. Tushari Vinayak




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Date: 19.11.2022


Chairperson of Commerce BOS and
Head, Department of Commerce


Dr. Uma Shaunkar
Principal

Minutes of the meeting of the Board of Studies in Bioanalytical Sciences

A meeting of the Board of Studies in Bioanalytical Sciences was held on Saturday 13th August 2022 at 11.00 am in the Board room, Ground floor, SIES College of Arts, Science and Commerce (Autonomous), Sion (W), Mumbai (offline). The meeting was scheduled in a hybrid mode (offline and online using Microsoft Teams).

The agenda of the meeting was as follows:

- a) For discussion and approval of the proposed revised syllabus of MSc Part 1 in the subject of Bioanalytical Sciences, to be effective from academic year 2022-23.
- b) Update on Internship component for MSc Part 2 students, which was swapped/ interchanged in from Semester III to Semester IV, to be done in November-December 2022 and overview of skill development workshops conducted by the department.

Members of the Board of Studies in Bioanalytical Sciences

1. Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences (Chairman)
2. Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
3. Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)
4. Professor (Dr.) Sunita Shailajan – (Retired) Head, Department of Botany, Ruia College (Subject expert from other institution)
5. Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University and University Nominee)
6. Dr. Sasikumar Menon – Director TDM Lab, Faculty, Pharma Analytical Sciences (Subject expert from outside the College)
7. Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
8. Dr. Ajit Datar – Former advisor to Shimadzu Analytical Pvt Ltd, currently consultant in Borosil Ltd. (Subject/ Industry expert from outside the College)
9. Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
10. Dr. Juliet Victoria – Senior Research Scientist, DD Shah Fragrances (Post graduate, Alumnus, SIES College)

Two additional new members were invited to be part of the Board of Studies as follows:

11. Dr. Supriya Shidhaye – Principal, VES College of Pharmacy (Expert from outside college, when special courses of study are formulated)
12. Dr. Mandar Mhatre, Manager, Ajanta Pharma, Mumbai – (Representative from Industry / Corporate sector / Allied area related to placement)

Note: Dr. Mandar Mhatre attended Board of Studies meeting held on 13th August 2022 through online mode, virtually and shared his valuable inputs.

Leave of absence was sanctioned to Dr Savita Kulkarni, Dr Ajit Datar, Mr Hemant Deshpande and Dr Supriya Shidhaye (the following board of studies members could not attend the meeting due to prior professional commitments and had informed in advance about their leave of absence)

Faculty members present from Department of Bioanalytical Sciences:

Ms. Pracheta S Salunkhe and Mr Tejas M Karandikar



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Regarding discussion and approval of the proposed revised syllabus of MSc part 1 in the subject of Bioanalytical Sciences to be effective for academic year 2022-23:

Opening remarks by Dr. Satish Sarfare

- ✓ Introduced Mr. Mandar Mhatre, manager and consultant at Ajanta Pharma, Mumbai (as an Industry expert from outside College) who was attending meeting virtually to present Board of studies member and also, mentioned details about other newly invited member Dr. Supriya Shidhaye, Principal, VES College of Pharmacy (Subject expert from other institution) who had accepted to be the Board of studies member, but could attend the meeting due to prior commitments. Inclusion of Dr. Supriya Shidhaye, as a Board of Studies member serves as a significant linkage between the Department of Bioanalytical Sciences and College of Pharmacy.
- ✓ Discussion on the revision of syllabus for MSc part 1 started in the Board of Studies meeting held on 23rd December 2022. A proposal of introduction/ inclusion of Research Methodology was put forward and was approved by the Board of studies members. The relevant books on the topic of Research Methodology which were resource materials while drafting the contents of the topic and are available in the College library were displayed for perusal of the Board of Studies members.
- ✓ Justification for subtopics to be included in Research Methodology is that Research Methodology is a very open-ended topic. Doing justice to the topic is challenging for the faculty engaging this topic. The idea for including unit of research methodology in semester 2 for MSc part 1 students is to familiarise them with the component similar to dissertation which they can execute as project/ assignment in part 1 itself.
- ✓ Research Methodology as a new unit is proposed in semester 2 paper 2. The title of paper 2 semester 2 is to be changed and Research Methodology is to be added in the title.
- ✓ In Research Methodology unit students will be introduced to concept of how to write research paper and review paper, difference between them. End notes, foot notes, how to pursue research, Ph.D., overview of different fundings available, research ethics and how to comply with Research ethics, different types of citations and plagiarism, how to avoid plagiarism, introduction to ethics used in animal testing which can serve as a foundation for Good Clinical Practice (units to be covered in MSc part 2). Reference material and designing/ structuring the above topics were from the available books in the College Library and were displayed to the board of studies members.
- ✓ The faculty teaching this unit needs to maintain a balance so as to do justice to the topic in 15 lectures without losing the essence of it.
- ✓ Due to introduction of Research methodology unit, the number of units of paper 2 semester 2 are not changed. Two units related to IPR are clubbed together into a single unit.
- ✓ The unit on research methodology can take care of establishing idea of patent (the same paper contains unit of IPR), how an idea can be taken further, how not every research is translation. Gestation and Incubation of an idea which can be later converted into IPR.
- ✓ For the unit of New Chemical Entity can be renamed as "Drug Invention and Pharmaceutical Industry" and resource material for the same can be Goodman and Gilman's: The Pharmacological Basis of Therapeutics (the subunits can be as per the subtopics mentioned in the reference book). This change too can be incorporated in the Title of the paper 4 semester 2. Students would be given details about what is a lead, how to optimize it, concept of clinical trials, policy considerations in pharmaceutical industries, ethical promotion of drug, approaches involved, consent required. The title of paper 4 semester 2 would be renamed as Drug Development, Pharmacokinetics, Pharmacodynamics and Immunoassays.
- ✓ In the Unit of OMICS paper 4 semester 1, a subunit of Internet of Things can be included (the Board of studies members had approved the proposal for the same on the meeting held on 23rd December).
- ✓ In the unit of Pharmacokinetics and Pharmacodynamics (paper 4 semester 2), details of subunits could be more specific such as what more needs to be covered in the topic. Subunit included could be cell membranes, clinical pharmacokinetics. The unit of Pharmacokinetics and Pharmacodynamics is distributed in two units namely Pharmacokinetics and a clubbed unit Pharmacodynamics and Drug properties. The unit on Pharmacodynamics and Drug properties can include classification of drugs and different types of receptors. Most of the sub topics covered



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would be covering fundamentals / base required for the topic such as Therapeutic Drug Monitoring, Bioavailability and Bioequivalence covered in MSc part 2.

- ✓ Though new topics are introduced in the syllabus, the credits would remain the same.

Dr. Pallavi Roy

- ✓ In Research Methodology students could be introduced to Qualitative Research and statistical tools such as SPSS and R.
- ✓ The Units of Pharmacokinetics and unit of Pharmacodynamics and Drug Properties are well formulated.
- ✓ To justify the units in 15 lectures students could be acquainted with overview of only binding G proteins, Therapeutic Index, ADR and SAE.

Dr. Sunita Shailajan

- ✓ Appreciated that the topic of Research Methodology is introduced in the syllabus, practical laboratory work load for the unit can be given as assignment or seminars to the students.
- ✓ The step to introduce Research Methodology is a good note for students who wish to pursue Ph.D. and many of those who want to take up Research as a career.
- ✓ The sub unit points included will help students to be ready for Ph.D. project, how to write scientifically and also, write an abstract.
- ✓ There are also some concerns covering the topic in depth. At MSc part 1 level students should understand quality research.
- ✓ Research conventions such as Avishkar can act as a reality check for student so as to not overate their research and get an idea about what can be patented.

Dr. Tara Menon

- ✓ Agreeing with suggestion of Dr Pallavi Roy regarding introduction of statistical tools, a two days workshop on R and SPSS can be conducted having an external expert.

Dr Juliet Victoria

- ✓ It is brilliant idea to include the funding agencies in research methodology in MSc part 1, by MSc part 2 students mature and can execute what is learnt. They can write an abstract, write the practical aspect which is lacking as exercise in part 1 and should be able to review it as the pass part 2 (extended activity in part 2).
- ✓ In Drug Invention and Pharmaceutical Industry unit, concept of Biopharmaceuticals or Biosimilars can be introduced.

Dr. Naomita Dhume

- ✓ Introducing Research Methodology is the need of the hour. Students should know how an idea is conceived, how it can be converted to patent and published later.

Dr. Sasikumar Menon

- ✓ The topics in Research Methodology units are very open ended, reference books for the same should be added.
- ✓ Research Methodology as a topic is an important addition in MSc Part 1.
- ✓ In Unit of Drug Invention and Pharmaceutical unit remove FDA and instead add Drug Regulatory Authorities and Guidelines (e.g. Orange book).
- ✓ Can include Introduction to Therapeutic Category (e.g. Blockers), concept or significance of pharmacovigilance which can be elaborated in MSc part 2.

Mandar Mhatre

- ✓ Agreed with Dr Menon's suggestion regarding Drug Regulatory Authorities, students can be given a reference source document or guidelines or shown how to download and refer "Orange book".
- ✓ A practical component can be included where students can be provided with links to standard agencies like FDA, CDCSO, current regulatory guide and would be asked how to refer them.



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✓ In Pharmacodynamics and Drug property unit students can be introduced to Pharmacovigilance, ICH and Drug Regulatory Authorities.

Regarding Update on Internship component for MSc part 2 students which was swapped/interchanged in November-December 2022, and overview of skill development workshops conducted by the department

Dr. Satish Sarfare

- ✓ The resolution was drafted and submitted to the SIES College examination committee and Principal madam regarding the interchange of internship component with Ayush project and permission for students to be off campus for internship in November-December 2022.
- ✓ The resolution has been approved and 50% students have been confirmed as interns in Industries/ Companies/ Organisations such as FDA (Mumbai), SIES School of Packaging, Cipla, Herman Finocem, IPCA Laboratories for a duration of 1st November to 31st December 2022.
- ✓ The department had conducted two skill development offline workshops under the aegis of RUSA namely a) Training and Skill development in Instrumentation and Bioanalytical Techniques (six days workshop for post graduate students of chemical and biological sciences background); Inculcating research aptitude and developing research skills (three days workshop for under graduate and post graduate students of science background) in the month of March and April 2022
- ✓ The idea behind conducting an offline skill development workshop was student were learning online for past 2 years and required hand-on training instruments and the process of concept development, to understand what is research, how one needs to be a good observer and curious and how to apply what they had theoretically learnt in the workshop by performing an experiential learning activity. It also helps in process of peer learning and working together.
- ✓ The response to these workshops was overwhelming and there was demand from the students to conduct more of such workshops.
- ✓ The department is proposing conducting workshop on the lines of a summer/ winter school, which can be offered to students across various colleges for a duration of 2 weeks which would include various facets of developing and solving research problems. The students will be required to pay separate fees for attending this summer/ winter school.
- ✓ The department had also procured various books related to syllabus of Bioanalytical Sciences which are added to College Library as resources/ reference for students. The lists of books procured were displayed for perusal of the board of studies members.
- ✓ The department is also conducting Bridge Lecture series for MSc Bioanalytical Students on topics such as Molecular Biology and Basics of Chromatography.
- ✓ The department has got Ph.D. Laboratory recognition approval and the notification for Ph.D. admission would be updated in August end/ first week of September. The new brochure of the Department uploaded on college website highlights about the same and the activities of the department along with course information.

Dr Pallavi Roy

- ✓ The idea of summer/ winter school can be in collaboration with department of Chemistry, SIES College of Arts, Science and Commerce (Autonomous), Mumbai.
- ✓ The department can refer to Pandit Madan Mohan Malviya National Mission on Teachers and Teaching (PMMNTT) scheme to get an idea about requirements of how students attending this summer/ winter school can get credits for attending it.

Dr. Sasikumar Menon

- ✓ By attending this Summer / Winter school students should get credit points (the entire duration of summer/ winter school can be more than 45 hours.
- ✓ A proposal for the summer/ winter school equivalent to certain number of credits needs to be sanctioned by the board of studies as well as Academic Council to be implemented.

Dr. Naomita Dhume

- ✓ Regarding internships, Industries prefer interns for 3-6 months.
- ✓ The internship duration should also be maintained balancing the academics.



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Dr. Tara Menon

- ✓ In order to complete syllabus if internship duration is increased, students can have non-instructional hours for self-learning/ self-studying in the month of internship, In the department of Biotechnology, SIES College of Arts, Science and Commerce (Autonomous), Mumbai for past 2-3 year, the non-instructional hours the off Saturdays are given for self-studies when students are off campus for internship.
- ✓ Students from other department of College can also attend the Bridge lecture series organized by the department of Bioanalytical Sciences as it would be beneficial for students.

Dr. Juliet Victoria

- ✓ Regarding internship, if industries/ or organizations such as BARC, ACTREC can compensate with respect to units or relevant topics what interns are learning, these units can be skipped.

Dr. Sunita Shailajan

- ✓ If the internship duration is increased, few topics can be omitted, certain topics based on the work of their internship can be given as home assignment.
- ✓ The syllabus of Bioanalytical Sciences can have more topics based on Botany/Phytochemicals.

Conclusion

The proposed changes in the revised syllabus of MSc Part I in the subject of Bioanalytical Sciences were appreciated by the board members. A well designed and structured syllabus in the first year of MSc will certainly consolidate the fundamental concepts, and moreover, it will also serve as a stepping stone to redesign the syllabi of the final year of MSc in Bioanalytical Sciences. Many valuable suggestions, wherever feasible and applicable will be considered for the incorporation in final draft of the syllabus. The final draft of the proposed revised syllabus will be subsequently mailed to the members of board of studies at the earliest for their approval.

Meeting adjourned at 12.15 p.m.

Minutes submitted by



Dr. Satish Sarfare
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Minutes of the meeting of the Board of Studies in Bioanalytical Sciences

A meeting of the Board of Studies in Bioanalytical Sciences was held in hybrid mode (offline/online) via Microsoft Teams on Thursday 27th April 2023 at 3.00 p.m. in the Board room, Ground floor, at SIES College of Arts, Science and Commerce (Autonomous), Sion (W), Mumbai.

The agenda of the meeting was as follows: -

- a) Discussion and approval of the proposed revised syllabus for MSc part 2 in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-24.
- b) Discussion and approval of the proposed scheme for summer internship for semester 3 and proposed outline for research project component for semester 4 for MSc part 2 students in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-2024.
- c) Discussion and approval of evaluation pattern for summer internship and research project component for MSc part 2 students in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-24.

Members of the Board of Studies in Bioanalytical Sciences

1. Dr. Satish Sarfare – Coordinator, Bioanalytical Sciences (Chairman)
2. Dr. Tara Menon – Head, Department of Biotechnology (Faculty, SIES College)
3. Dr. Pallavi Roy – Department of Chemistry (Faculty, SIES College)
4. Professor (Dr.) Sunita Shailajan – (Retired) Head, Department of Botany, Ruia College (Subject expert from another institution)
5. Dr. Savita Kulkarni – Radiation Medicine Center, BARC (Subject expert from outside the parent University and Vice Chancellors, University Nominee)
6. Dr. Sasikumar Menon – Director Institute for Advanced Training & Research in Interdisciplinary Sciences (IATRIS), Faculty, Pharma Analytical Sciences (Subject expert from outside the College)
7. Dr. Naomita Dhume – Head, Department of Bioanalytical Sciences, Khalsa College (Subject expert from outside the College)
8. Dr. Ajit Datar – Former advisor to Shimadzu Analytical Pvt Ltd, currently a consultant in Borosil Ltd. (Subject/ Industry expert from outside the College)
9. Mr. Hemant Deshpande – CEO, Pollux Life Sciences Solutions (Representative from Industry/Corporate sector/Allied area related to placement)
10. Dr. Juliet Victoria – Postdoctoral Researcher, Technical University of Denmark (Alumnus, SIES College)
11. Dr. Mandar Mhatre – Manager, Ajanta Pharma Limited, Mumbai
12. Dr. Supriya Shidhaye – Principal, VES College of Pharmacy, Mumbai

The following members attended the meeting online – Dr. Savita Kulkarni, Dr. Juliet Victoria, Dr. Pallavi Roy, and Dr. Mandar Mhatre. Leave of absence was sanctioned to Dr. Naomita Dhume, Mr. Hemant Deshpande, and Dr. Supriya Shidhaye, since they could not attend the meeting due to prior commitments.

In addition to the above members, Ms. Pracheta Salunkhe and Mr Tejas Karandikar, Faculty from Department of Bioanalytical Sciences were also present for the meeting. Moreover, four students of the current batch of MSc part 2; Ms. Amisha, Ms. Pooja, Ms. Eliza and Ms. Khushi, who appeared for the final semester 4 examinations, in April 2023 were also invited to attend the meeting, so that they could share their feedback on syllabus revision and their internship experience.

Regarding discussion and approval of the proposed revised syllabus for MSc part 2 in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-2024:-

Opening remarks by Dr. Satish Sarfare

- Giving a premise about the course which was started in 2019 under the aegis of RUSA, in the initial year, the University of Mumbai syllabus was followed as getting approvals to initiate the program took time and admission started late, this was followed by setback due to Covid-19. With the approval of the Board of studies members MSc, part 1 syllabus was revised where Research Methodology was introduced along with some new topics such as the Internet of things. Unit of New chemical entity was revised to Drug invention as most pharmaceutical industries now refer it to drug invention rather than drug discovery. This revision of the MSc part 1 syllabus has given the department confidence to revise the current MSc part 2 syllabus. Conventionally, MSc Bioanalytical Sciences has 4 theory papers and 4 practical papers per the University of Mumbai syllabus where 1 practical paper in semester 3 is related to industrial training/ internship; similarly, 1 practical paper in semester 4 is about AYUSH Project. With a rising trend when approaching industries



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that require more than 8 weeks of internship and emphasis on research, there is a need for revision of the MSc part 2 syllabus keeping the academic calendar dilemma in mind. The real challenge for syllabus revision is to wind up units without diluting the essence of the course.

- The titles of the papers of MSc part 2 Bioanalytical Sciences have Roman numerals I and II where there are redundant topics in the unit. Some topics have been clubbed and put in a single unit in one semester keeping one paper exclusively for the Internship component and Research project component for each semester respectively.
- The evaluation pattern where the Internship and Research Component justifying the total of 150 marks is shared with the Board of Studies members.
- The change in paper titles is as follows:

For semester 3 paper 1 titled Basic Microbiology, Genomics, CE, and Toxicology-I is converted to Microbiology, Genomics, and Toxicology. As the Capillary Electrophoresis unit is not included in the third semester. Paper 2 title MS applications, Metabolite studies, Thermal Analysis and Tracer Techniques-I had hyphenated techniques missing. The new title is Mass Spectroscopy and Hyphenated Techniques, Thermal Analysis, and Tracer Techniques. After reshuffling of units in paper 3 in the fourth semester the new title is Clinical Trials, GCP, BA/BE studies, and Method Validation. Having Clinical Trial in the paper title adds to the increase in job opportunities. Paper 4 is left blank for Industrial Training/ Internship / Apprenticeship component.

For the fourth Semester paper titles were continued for convenience but were not reflecting respective units. Paper 1 title is changed to Bioassay, Polymerase Chain Reaction, and Capillary Electrophoresis as Basic Microbiology and Toxicology are no longer included in the paper. Paper 2 changed to Therapeutic Drug Monitoring and Pharmacovigilance, Electronic Data Management, and Biostatistics as Statistics should be included where the Data Management topic is relevant. Paper 3 title is changed to Standardization and Regulatory Aspects of ASU Drugs and GMP. The fourth paper is entirely for Research Component related to AYUSH as the students are already taught Research Methodology and Good Laboratory Practices they are in a better position to prepare reports for the Internship component and Research project.

- This makes teaching Learning only for 3 papers.
- Some subunits or sub-topics in a unit can be given as seminar topics so students can even learn referencing on their own by visiting the library and can present in the class.
- Practicals have also been reshuffled according to the concerned units in respective papers. The department has performed some practical's at Chromatography and Spectroscopy Laboratory, SIES School of Packaging, Packaging Technology Centre, a sister concern of SIES College, and even one of the practical examinations of respective papers per semester was held there. This experience also gave the students the idea to have different examiners and a practical examination at a premise other than their laboratory. Some practical demonstrations have been included in the syllabus and the department is in talks with the National Facility of Biopharmaceuticals, Mumbai if certain experiments could be outsourced there as not all institutes will have all instruments for hands-on. Anchrom Ltd usually has an open day for providing exposure to students. The department is looking for other such industries where students can have a visit.

Dr. Sunita Shailajan

- The title of paper 3 in semester 4 should be Standardization of ASU Drugs and then Regulatory Aspects followed by GMP.
- It could be a comparison of Regulatory issues in ASU Drugs.

Dr. Sasikumar Menon

- A suggestion for the title of paper 3 semester 4 could be Standardization of ASU drugs, Drug Regulation and GMP
- For practical based on LCMS and GCMS if some quantitative software could be bought by the department students can integrate and interpret spectra.
- A Static Headspace GCMS experiment could be included.

Dr. Ajit Datar

- Industries just don't sell software as it can be compromised. Students can be given some data, shown practically how LCMS works, and be taught ionization and quantitation. Let them understand the difference between LCMS and GCMS.
- Topics that are part of the syllabus can be given as seminars, 3-4 topics per paper could be a good
- Capillary Electrophoresis (CE) application-wise has limitations and only biopharmaceutical industries would still use CE. Only theory should be kept and practical should be removed.
- I can help to arrange a visit to Shimadzu.



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Dr. Juliet Victoria

- Concerns regarding CE practicals, since the application is minimal. Students can be taught only theory.
- I can contact companies like Agilent which can give their old instrument to the department or at least arrange for a visit to the institute for the department.

Regarding Discussion and approval of the proposed scheme for summer internship for semester 3 and proposed outline for research project component for semester 4 for MSc part 2 students in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-2024: -

Dr. Satish Sarfare

- As most industries prefer more than 8 weeks of internship duration if students start their internship in May and return to campus in July, faculties get 90 days to complete the syllabus of the 3 papers keeping up with the academic calendar and centralized examination schedule.
- Post-third-semester examination which tentatively is held before the Diwali vacation students can do a research project based on the essence of AYUSH. Students can be a part of a team where they present how to write a research proposal. The current batch is familiar with the research methodology which was taught in semester 2 and their research methodology can revolve around AYUSH. This project can be performed in the Bioanalytical Science department laboratory or some Ayurvedic/ Unani/ Siddha physician clinic can absorb them. The department is networking with the visiting faculty Dr. Aashish Phadke who is an Ayurvedic physician if he can take some students for a research project. This Research Project can be completed in November and December (minimum 2 months) as no teaching-learning would be held in this duration and faculties start semester 4 in January, they still get three months to complete the syllabus of 3 papers of semester 4.
- The project could be making an Ayurvedic/ Siddha/ Unani formulation and its standardization. The project could be divided into a group of 4-5 students since the current batch size is 16 students and having 10-16 individual projects may not be able to crystallize or execute. Some standardization work could also be carried out in the Chromatography and Spectroscopy Laboratory, SIES School of Packaging, Packaging Technology Centre, a sister concern of SIES College.
- Students are given a logical extension of what was taught in the Research Methodology in the first year while doing such a research project.

Dr. Sunita Shailajan

- Students should have an idea about the research project to be performed and where it is going to be performed.
- Students can refer to Pharmacopoeia available in the library.

Dr. Savita Kulkarni

- Sending students at least 2 months of internship in industries is okay. Even in a research organization minimum of 2-3 months is required for an internship. In the Research project the student can go to the library for referencing is a good start it is great that students know what is a citation, and the H index and are familiar with the research methodology.

Regarding discussion and approval of the evaluation pattern for summer internship and research project component for MSc part 2 students in the subject of Bioanalytical Sciences to be implemented from the academic year 2023-2024: -

Dr. Satish Sarfare

- The evaluation pattern for the industrial internship and research component has been shared with the Board of studies members and is open to suggestions.
- In terms of industrial internship, the evaluation would be done by reporting officer handling the candidate, and the marking scheme gives a fair idea to the officer on various criteria/ parameters to evaluate the candidate. Modulation of evaluation will also be done by a faculty of the department who would be a mentor to the candidate.
- In terms of the Research Project, the evaluation pattern is based on how they carry out a literature review, and how they submit a research proposal /dissertation along with the actual project performed. A faculty from the department will mentor them for the same.



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Dr. Sasikumar Menon

- Fair enough in terms of internship evaluation criteria but a total of 6 credits equals 150 marks. Please check if contact time is equivalent to 180 hours, and whether a student should spend mentioned duration in the industry working or is it shorter duration per week.
- According to the evaluation sheet, it would be difficult to evaluate in the higher range marks, if reducing the weightage to the external accordingly the marks can be reduced.

Dr. Sunita Shailajan

- Concerns regarding how much justice will the reporting officer do to the candidate in evaluating them.
- Grading a student and evaluating them would be a burden on the officer also all students might not get better marks in this evaluation. A biased evaluation might happen as a candidate spends more than 2 months in contact with the reporting officer.
- A suggestion could be that of the total 150 marks for the paper, 50 marks can be evaluated by the reporting officer in the industry, 50 marks can be evaluated by the internal faculty and 50 marks could be evaluated by the external examiner on the day of examination.
- Students can report simultaneously to internal faculty as 2 reports would be better for evaluation and 100 marks evaluation on the day of the examination.

Dr. Juliet Victoria

- What percentage of marks are for continuous evaluation, if the total marks are 150 then is the external (reporting officer evaluation 50% or 75 marks and the rest of the 75 marks are for the day of examination, or is the evaluation of 60-40 pattern?
- Concerns regarding grading as students are placed in different places, it is an injustice to the student as different reporting officers/ externals might have different standards and some might get lesser marks as compared to others.

Dr. Tara Menon

- If the 50 marks, can it be further diluted as 25 marks or 50 % by the reporting officer and the other 50 % by the internal and the average would be the final marks scored by the student.

Regarding discussion with MSc Bioanalytical Sciences students: -

Amisha: The revised syllabus looks better. Including research methodology is indeed beneficial. The internship was a good exposure for students also some other interns from different colleges who had joined with me were evaluated by the reporting officer.

Pooja: It's a good idea to club certain topics together as some topics are repetitive.

Eliza: Research project and having the application of research methodology in it is good.

Khushi: Having a research project is a good idea

The students also discussed with the board of studies members what kind of work they did in FDA, Mumbai since all of the above students interned in the same institute. The students had even bought their internship report which the board of studies members read through.

Conclusion

The proposed revised syllabus for MSc part 2 Bioanalytical Sciences in the subject of Bioanalytical Sciences was discussed and was well received with suggestions by the members of Board of Studies in Bioanalytical Sciences. All Board of Studies members agreed that for evaluation pattern for the internship should be 50 marks by the reporting officer and 100 marks for evaluation on the day of examination. Also, for a research project if a student is carrying it out at clinic practising Ayurveda/ Siddha / Unani systems of medicine, then, the distribution of marks to be evaluated should be similar to an internship.

The meeting was adjourned at 4.45 p.m.

Minutes submitted by



Dr. Satish Sarfare
Vice Principal

Coordinator, Department of Bioanalytical Sciences
SIES College of Arts, Science and Commerce (Autonomous),
Sion (West), Mumbai
Email: satishs@sies.edu.in



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Composition of Board of Studies in the subject of Bioanalytical Sciences

Sr. No.	Category	Name	Position
1.	Head of the Department	Dr. Satish Sarfare	Chairperson
2.	Internal Faculty	Dr. Tara Menon	Member
3.		Dr. Pallavi Roy	Member
4.		Ms. Pracheta Salunkhe	Member
5.		Mr. Tejas Karandikar	Member
6.		Subject Experts	Dr. Sunita Shailajan
7.	Nominated by Academic Council	Dr. Sasikumar Menon	Member
8.	Expert nominated by the Vice-Chancellor	Dr. Savita Kulkarni	Member
9.	Representative of Industry/Corporate/Allied Area	Dr. Ajit Datar Shimadzu Ltd.	Member
10.		Dr. Mandar Mhatre Ajanta Pharma Ltd.	Member
11.		Mr. Hemant Deshpande Pollux Life Sciences	Member
12.	Meritorious Alumni	Dr. Juliet Victoria	Member
	Co-option by the HOD		
13.	Experts from Outside the College when Special courses of study are formulated	Dr. Supriya Shidhaye Principal, VES College of Pharmacy	Member




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DEPARTMENT OF BIOTECHNOLOGY

Board of Studies – Minutes of the meeting

Date : 01.05.2023

Time : 4.00 PM

Venue : Online (MS Teams)

The board of studies meeting was conducted online via MS Teams at 4.00 PM on 1st May, 2023 for reviewing the T.Y. autonomous syllabus and FY NEP syllabus (2023-2024).

The meeting was attended by Dr. Deepali Kulkarni (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Thankamani Marar (Professor and Dean, School of Biotechnology and Bioinformatics, D.Y. Patil), Dr. Varsha Kelkar-Mane (Head, Department of Biotechnology, University of Mumbai), Mr. Nikhil Kadiag (PhD Scholar, ICT, Mumbai), Dr. Savita Kulkarni (Scientific Officer(H), TMH) Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department.

The session was initiated by Dr. Tara Menon, who welcomed the members and read out minutes of the meeting for previous BOS held on 15th July, 2022. This was followed by discussion of the undergraduate TYBSc autonomy syllabus for the academic year 2023-24 by Dr. Subi Yoosuf. In Semester V, Cell Biology paper (SIUSBT51) topic on cell division controls in multicellular animals was introduced in Unit I (Cell cycle) and Artificial reproductive techniques was added in lieu of Model organisms in Unit III (Developmental Biology). In paper III, Genomics and molecular biology (SIUSBT53), few topics from SY related to PCR-Primer designing, control of PCR contamination, mispriming, and product cleanup were introduced. In view of the dissertation component in TY, we shifted entire Research Methodology (Paper IV-SIUSBT54) from Sem III to Sem V as proposed in the last BOS. Unit IV of the same paper was modified by adding topics on normal distribution, hypothesis testing and levels of significance. Marine biotechnology paper (SIUSBT54) was repositioned as Applied component paper in place of Biosafety (introduced in SY). The new paper code nomenclature for the same is SIUSBT55. Modifications were made in the practical to align with the proposed theory (Research paper poster presentation and biostatistics problems). In Semester VI, Paper SIUSBT61(Biochemistry), topics (Gluconeogenesis, PPP, Glyoxylate pathway, Reductive TCA) from SY were moved to Unit II.

This was followed by detailed discussion of FY (NEP) syllabus for the academic year 2023-24 by Dr. Tara Menon. As per NEP circular dated 20-04-2023, the basic grid for level 4.5 (Sem I and II) with a cumulative credit of 22 was discussed. The framework of the syllabus for Sem I/II under DSC (Disciple specific course) subject 1 (Basic biotechnology 1/Basic Biotechnology2), subject 2 (Bioorganic chemistry 1/Bioorganic chemistry 2), Open elective (OE – Food and nutrition/Forensic science), Ability enhancement course (AEC-English), value education course (VEC-Environmental Science/Understanding India), vocational skill course (VSC- Microbial




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Techniques/Biofertilizer production), skill enhancement course (SEC - Analytical Skills for Biotechnology students/Tissue culture) and Indian knowledge system (IKS) were presented.

The meeting concluded with the unanimous decision of proposed TY, FY (NEP) syllabus and MSc (NEP) to be emailed to all the BOS members for their valuable comments, suggestions and approval.

Tara Meurs

CO-ORDINATOR
DEPARTMENT OF BIOTECHNOLOGY
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DEPARTMENT OF BIOTECHNOLOGY

Board of Studies - Minutes of the meeting

Date : 15.07.2022

Time : 2.30 PM

Venue : Online (MS Teams)


The board of studies meeting was conducted online via MS Teams at 2.30 PM on 15th July, 2022 for reviewing the S.Y. and M.Sc. autonomous syllabus (2022-2023).

The meeting was attended by Dr. Deepali Karkhanavala (Head, Department of Biotechnology, Vaze College, Mulund), Dr. Vamha Kelkar-Mane (Head, Department of Biotechnology, University of Mumbai), Dr. Swati Jadhav (Scientist, Advanced Enzymes), Mr. Nikhil Kadlag (PhD) Scholar, ICT, Mumbai), Dr. Tara Menon (Chairperson, Board of Studies) and the other faculty members of the department.

The session was initiated by Dr. Tara Menon, who welcomed the members and read out minutes of the meeting for previous BOS held on 23rd Dec, 2021. The first session started with discussion of the undergraduate SYBSc autonomy syllabus for the academic year 2022-23 by Ms. Vibha Ail. In Semester III, Research Methodology paper (Paper code SIUSBT37) is replaced with Biosafety paper from TYBSc. In view of the dissertation component in TY, we proposed Research Methodology to be incorporated in Sem V of TY from the next academic year. Few topics related to cytogenetics were moved to Paper 6 of Sem IV. In Semester IV, major changes have been done in Environmental Biotechnology paper where units were made more comprehensive with addition of topics such as, water and air microbiology, from old Mumbai University syllabus. Basic biostatistics (from FY 20-21) was added in Sem IV as discussed earlier and advanced biostatistics has been proposed to be incorporated in TY. Modifications were made in the practical to align with the proposed theory.

This was followed by detailed discussion of MSc syllabus for the academic year 2022-23 by Ms. Anju James. No major changes were made in MSc Part I syllabus. Disorders related to immunodeficiencies were spelled out. In Semester III, few topics added and spelled out in PTC & ATC, Medical Microbiology and Biostatistics. However, in Semester IV, some major changes were proposed: Topics related to nanotoxicology & patentability of biotechnology inventions added in Nanotechnology and IPR. Paper SIPSBT42 was changed to Enzyme Engineering.




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Biologics and GMO. Topics on pharmacovigilance and regulatory affairs were incorporated in Paper SIPSBT43 which was renamed to Clinical Studies and Regulatory Affairs. Developmental Biology paper has been replaced by Omics and Systems Biology as paper SIPSBT44. Practicals were modified as per the proposed theory.

The meeting concluded with the unanimous decision of proposed syllabus to be emailed to all the BOS members for their valuable comments and suggestions.

Tara Meem

CO-ORDINATOR
DEPARTMENT OF BIOTECHNOLOGY
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Minutes of the meeting of BSc CS Board Of Studies 2022-23

Date: 20th June 2023

Day: Tuesday

Time: 10:30 AM

Venue: Online meeting via MS Teams

Agenda:

To discuss about the proposed syllabus of FYBSc CS(NEP 2020) to be implemented from the academic year 2023-24.

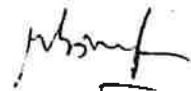
Members Present:

1. Dr.Siby Abraham
2. Dr. Ganesh Magar
3. Mr. Abhijeet Gole
4. Mr.Kunal Shah
5. Mr Manoj Kumar Singh
6. Dr. Abuzar Ansari
7. Ms Maya Nair
8. Ms.Soni Yadav


Minutes:

1. The meeting was attended by 08 members.
2. Leave of Absence was sanctioned to Ms Kameshwari A.
3. The new FY BSc CS revised syllabus of the Mumbai University to be taken as a template for the proposed syllabus for FY BSc Sem-I and Sem -II for 2023-2024.
4. Syllabus Structure needs to be incorporated as per NEP 2020.Vocational,Skill oriented and Ability Enhancement Courses to be included.
5. The revised syllabus will be finalized and approved in the next BOS meeting.

Date: 20-06-2023


Chairperson
(BSc Computer Science)




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Minutes of the meeting of MSc CS Board of Studies 2022-23

Date: 20th June 2023

Day: Tuesday

Time: 11:30 AM

Venue: Online meeting via MS Teams

Agenda:

To discuss about the proposed syllabus of MSC CS-NEP 2020 Semester 1 and Semester 2 to be implemented from the academic year 2023-24.

Members Present:

1. Dr. Siby Abraham
2. Dr. Ganesh Magar
3. Mr. Abhijeet Gole
4. Mr Kunal Shah
5. Dr Manoj Kumar Singh
6. Dr Abuzar Ansari
7. Ms Maya Nair
8. Ms.Soni Yadav

Minutes:

1. The meeting was attended by 08 members.
2. Leave of Absence was sanctioned to Ms Kameshwari A.
3. The new MSc CS revised syllabus of the Mumbai University to be taken as a template for the proposed syllabus for MSc CS Sem-I and Sem -II for 2023-2024.
4. Practicals need to be more application oriented, where they should be implementing it by themselves. Practicals can be implemented with different case studies. Teachers can demonstrate with one case study and students will be provided with different case studies for implementation.
5. An On Job Training/Internship was suggested by the BOS members to be a part of Sem II and could be added as an internal component.
6. Embedded System and IOT was suggested to be incorporated in syllabus of MSC-CS(NEP) Part I.
7. The revised syllabus will be finalized and approved in the next BOS meeting.

Date: 20-06-2023



Chairperson
(MSc Computer Science)



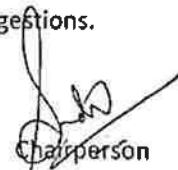
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Minutes of the meeting of BOS of Department of Information Technology for BSc(IT) which was held on 05.05.2023 at 2.30 pm in the online mode through Microsoft Teams Platform

1. The meeting was attended by 7 members.
2. Leave of Absence was sanctioned to :-
 - 1) Dr. Swati Sherekar 2) Dr. Srivaramangai 3) Dr. Anup Palsokar
3. Meeting commenced with welcome address by Ms. Sudha Bhagavatheeswaran
4. The TYBSc(IT) syllabus for 23-24 were discussed with the BOS members with following changes proposed:-
 - i) In SEMESTER V, Artificial Intelligence was shifted from Semester VI to Semester V, a new paper called Ethics in Information Technology was introduced and Other papers were the same as previous year.
 - ii) All the above changes for Semester V were accepted. Mr. Vagish Dwivedi suggested to include ransomware in the paper Security in computing. Dr Kamatchi suggested to include latest edition of books in reference list. Mr. Shakeel suggested to add Open AI as a topic in Artificial Intelligence.
 - iii) In Semester VI, 3 new papers Introduction to Data Science, Ethical Hacking and Data mining for Business Intelligence were introduced and the other papers remained the same as the previous year.
 - iv) All the above changes for Semester VI were accepted.
5. The proposed FYBSc(IT) Course Structure with credits (as per National Educational Policy) for 23-24 were discussed with the members.
 - i) Dr. Kamatchi was of the opinion that when minor subjects are chosen across the 6 semesters they need to form a ladder so that it creates a specialization area for the student.
 - ii) Dr. Hiren Dand and Dr. Kamatchi suggested that the minimum number of credits for any course should be 2 credits. But in the credit structure Vocational Skill Course (VSC) and Skill Enhancement Course (SEC) are of 1 credit each. Hence, VSC and SEC can be combined in Semester I and Semester II since both are skill based courses.
6. Dr. Kamatchi Iyer also suggested that the course under Value Education Course (VEC) in Semester 1 and 2 should be related to behavioural science, and course under Indian Knowledge System (IKS) in Semester 1 must be Understanding India.
7. The syllabus for FYBSc(IT) was shared with the BOS members and was approved.


The BOS members were thanked for giving their valuable time and suggestions.

Date: 05.05.2023



(Ms. Sudha Bhagavatheeswaran)




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SIES College of Arts, Science and Commerce (Autonomous), Sion (west)
Department of Mass Media (B.M.M/B.A.M.M.C.)
Minutes of the first Board of Studies meeting ay :2022-23

Opening: The regular Board of Studies (BoS) meeting was called on 16th July 2022, Saturday; online Microsoft Teams video conferencing platform at 5pm.

Members Present:

- Dr. Vaneeta Raney, Chairperson, Organiser and Presenter
- Ms. Ruchita Karmokar, staff representative and co-facilitator
- Dr. Hanif Lakdawala, Subject Expert
- Ms. Amanjeet Kaur, Subject Expert
- Dr. Vishram Dhole, Subject Expert from outside parent University
- Dr. Mira Desai, Member, S.N.D.T. University, from outside parent University
- Ms. Renu Nauriyal, expert from parent University
- Shri. R.N. Bhaskar, Industry expert
- Ms. Rajalakshmi Iyer, Staff representative
- Mr. Dhruv Lapsia, Alumni Representative

Members Absent:

Dr. Padmaja Arvind, Vice Chancellor's nominee (Tried joining, unable due to network)

Mr. Ramesh Narayan, Industry Representative (unwell)

Approval of agenda:

The agenda was read out by the Chairperson and unanimously approved.

Dr. Vaneeta Raney in her opening remarks briefly introduced the new members in the committee.

Observations: Dr. Vaneeta introduced Board Members namely, Mr. Dhruv Lapsia, 2013-14 Alumnus and Dr. Vishram Dhole from Pune University explicitly.

Agreement: All the BOS members welcomed.

Submissions: Members complimented the new member Dhruv on joining the Board and exchanged greetings.

Item 1: Approval of the minutes of the previous meeting:

The minutes of the meeting held on 24th December 2021 were read and approved in consensus by Dr. Vaneeta Raney in the presence BoS members.

Observations: With reference to the previous meeting as advocated by the BoS members, students opined that BAMMC programme is found to be vibrant, interesting, and challenging. And SYBAMMC and TYBAMMC courses offered on students' poll, Elective course content incorporated in the regular syllabus of the respective courses too.

Agreement: All the members agreed.

Submissions: This practice is conducted on timely basis.



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Item 2: To review the departmental activities and present the performance of department in the term 2 of AY: 2021-22

Dr. Vaneeta Raney with the power point presentation exhibited departmental activities conducted online in Term 2 from January to May 2022; term I: June-July 2022-23.

Observations: The activities were divided into departmental engagements, students' achievements. Special mention of the SIES and FPJ collaboration at the departmental level and Career guidance series constructively.

Disclosure of revised credit points course wise system at F.Y level to be incorporated with the additional 2 credits with a skill-based course as per university guidelines. Accordingly, shared the successful completion of the MSD-I and II workshop based coaching undertaken fruitfully.

Agreement: All the BoS members considered and welcomed the same.

Submissions: The department has succeeded in online engaging the students of all classes in productive activities remarked by the Mira Madam and Vishram Sir.

Item 3: To discuss additions in the syllabus for FY to TY, if any

Observation: Introduced additional topics in EC-1, FMC, CCPR, MS, CB, BB, Repo, IJ for semester I/III/V respectively. Bridge and Remedial sessions were proposed for effective teaching and learning.

Agreement: All BoS members agreed upon the same. Renu Ma'am suggested to delete MAC Bride report in IJ. Vishram Sir stated social media and mass communication to be dealt as a separate branch under FMC. Meera Madam examined Use of Communication Technology as a tool under EC and Influencer's marketing context to be reconsidered under BB.

Submissions: All the recommendations were taken into considered for effective implementation.

Item 4: To discuss the Value-Add-On Courses in SYBAMMC 2021-22

Observations: Dr. Vaneeta proposed value add on course in Semester Four:
Course Name: Motion Graphics and Visual Effects; Course Credits: 2 credit points;
Duration - 32 hours of Coaching. The topics shall be illustrated with software and demonstrative case examples for better understanding at the departmental level.

However, as instructed by Principal, Advanced Excel skill-based course shall be offered by CoE, SIES in Semester Three at the institutional level collectively.

Agreement: All members were in alignment with the decisions being taken at the institutional level appropriately.

Submissions: The department shall do the needful in consultation with the Head of the Institution keeping the university offered credits and lectures workload for effective implementation.



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Item 5: To discuss other matters, if any

Dr Vaneeta invited suggestions for the improvement of the program:

Submissions by: Vishram Dhole Sir proposed to introduce workshops on Memes, Data Journalism under Coursera. Dhruv informed generation gap responsible for acceptance and coping up from online to offline hence, importance of concentration with note making in the class seconded by Renu Ma'am in turn.

Agreement: All members agreed and appreciated the recommendations made by Dhole Sir in particular.

Announcements and Vote of Thanks: Compassionately, the meeting was concluded with the parting remarks and concerns for speedy recovery of Shri Ramesh, member BoS who has undergone through an open-heart surgery recently. Dr. Vaneeta Raney expressed her gratitude towards the Board of Studies members with picture clicks and invited for the next offline meeting for Term II 2022-23 as anticipated.

Vaneeta

Dr. Vaneeta Raney,
Chairperson, BoS, Department of Mass Media
SIES College of Arts, Science and Commerce,
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[Signature]
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Department of Management Studies

Minutes of the Meeting Held on 11th August 2022

Agenda:

1. To inform the members about the revision made in the SYBMS Syllabus.
2. To seek approval of board members with regards to the above-mentioned points
3. Any other matter with the permission of the chair

Minutes:

- An E-mail was sent to all the BOS members regarding proposal to replace Foundation Course III (Environmental Management) with Foundation Course III (Business Environment) for Semester III
- An Email confirmation was received from BOS members approving the above-mentioned changes.

Attendees:

Sr. No.	NAME	Designation
1	Mr. K.Saravanan Nadar	Chairman
2	Ms. Supriya Shetty	Faculty Representative
3	Ms. Deepika Gawade	Faculty Representative
4	Mr. Ankit Kanojiya	Faculty Representative
5	Mr. Samarth Nebhani	Faculty Representative
6	Dr. Nooruzia Qazi	Subject experts from outside parent university
7	Dr. Richa Jain	
8	Dr. Kinnarry Thakkar	Subject Experts from Parent University
9	Mr. Vaibhav Agarwal	Industry Representative
10	Mr. Dhairya Kajaria	Post Graduate Meritorious Alumnus




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