

**Minutes of the meeting of Board of Studies in Zoology held on  
01.10. 2020 at 6.00 p m**

**Venue: Online Google meet**

**Agenda**

1. Approval of the new programmes –M.Sc Zoology
2. Approval of the syllabus and curriculum of Value addition courses.
3. Evaluation of Entry Level Assessment, Bridge Courses and further Remedial teaching.
4. Evaluation of the implementation of online classes.
5. Methodologies for innovative teaching and evaluation techniques.
6. Suggest Panel of names to the Academic Council for appointment of examiners.
7. Discussion on the feedback received by the stake holders (Students, parents, Alumnae, Employers) and action taken on it.
8. Research Promotion.
9. Extension activities/ Documentation by Students.
10. Internship – Discipline Specific or general (Online or Onsite) aiming 100 percent Achievement.
11. Departmental Protocol on Energy and Water conservation, Green practices.
12. Any other matter that may arise.

**Members present:**

1. Dr Honey Sebastian : Chairperson,  
Assistant Professor and  
Head Dept of Zoology  
Vimala College (Autonomous), Thrissur-9
2. Dr. Philip Mathew : Subject Expert  
Associate Professor(Ret.)&Commonwealth Fellow  
Post Graduate & Research Department of Zoology  
Sacred Heart College, Cochin  
Thevara.  
(MG University)
3. Dr.Vincent Terrance Rebello : Subject Experts  
Associate Professor in Zoology, Post Graduate & Research  
Department of Zoology, St.Albert's College, Ernakulum  
(MG University)
4. Dr Jayasree S : University Representative  
Associate Professor & Head Dept. of Zoology  
Mercy College, Palakkad
5. Dr.Jeeja Tharakan : Alumnae Representative  
Asst.Professor and Head  
Dept of Zoology  
St.Aloysius College

6. Dr.Prasad A : Elthuruth, Thrissur  
: Subject Expert (outside the College)  
Asst.Professor  
College of Veterinary and Animal Sciences  
Mannuthy,Thrissur  
Kerala, 680651
7. Dr. Petrisia Joseph : Faculty Member,  
Asst. Professor of Zoology,  
Vimala College, Thrissur.
8. Dr.Feebarani John : Faculty Member,  
Asst. Professor of Zoology,  
Vimala College, Thrissur.
9. Dr. Sheeba P : Faculty Member,  
Asst. Professor of Zoology,  
Vimala College, Thrissur.
10. Sr Freny Jacob : Faculty Member,  
Asst. Professor of Zoology,  
Vimala College, Thrissur

### **Member Apologies**

1. Sri Sebastian C D : Expert from industry

The meeting was presided over by Dr Honey Sebastian, the Chairperson of the Board.

The Chairperson welcomed the new members in the Board and presented the minutes of the previous meeting and action taken report on the decisions made.

The following suggestions and recommendations were made during the meeting.

Agenda1. A new M.Sc Zoology Programme with specialization- ‘Structure, Physiology, Development and Classification of Animals’ is submitted to the University of Calicut for approval. Two elective theory courses in 3<sup>rd</sup> semester, one elective theory course in the fourth semester and two practical courses related to elective course in 3<sup>rd</sup> and 4th semesters have been suggested to include in the syllabus. Accordingly, a draft of the new syllabi for the Theory and Practical elective courses are prepared and discussed among BOS members. Dr Jayasree suggested to rearrange the topics in the elective theory paper III, ZOL3E12 – Classification and structural organization of Animals. In Minor Phyla, those topics which are already there in B Sc syllabus can be exempted. It was also suggested that, the examples studied in B Sc syllabus can be taken as a self study topic or seminar topic. In Elective practical paper II, ZOL4L06- Classification and structural organization of Animals, a brief description and classification of specimens to be included. The experiment on the larval development in *Drosophila* in elective course practical-I, ZOL4L05- Comparative Animal Physiology and Development Biology, can be modified adding the physiological aspects.

Agenda 2. Dr Honey Sebastian presented the syllabus of the Value addition courses, 'Women and health' and 'Apiculture' for the first & second year UG students respectively and both the syllabi were approved by the board members.

Agenda 3. Dr Honey Sebastian explained the methods for the identification of slow learners and advanced learners and the various methods for improving/enhancing their learning capacity such as remedial coaching, peer group teaching, tutorial system, professional coaching classes for familiarizing the opportunities for self employment with the help of CGPT, summer internship, Online courses, presentation of the topics of Zoological importance (Zoo Era) etc and the suggestions were sought from the BOS members and all the adopted methods were approved by them.

Agenda 4. A discussion was held on the evaluation of effectiveness of online classes and Board members suggested to keep a well maintained data in the Department in this regard.

Agenda 5. Methodologies adopted by the department for innovative teaching techniques such as active participatory learning, Flipped class room, discussion forum and innovative evaluation techniques such as Open Book examination, MCQ pattern and online test, rubric system for evaluation of seminars and assignments were approved by the BoS.

Agenda 6. The BOS approved the panel of examiners which already existed.

Agenda 7. The chairperson presented a report on the feedback received from the stakeholders and action taken report. Dr Philip Mathew suggested seeking help from our alumnae who own companies, industries, factories or institutions who can help the students to get a job and also help them in their internship programme. It was also suggested to get sponsorship from them for improving the infrastructure facilities of the department.

Agenda 8. Board approved the methods adopted by the department for inculcating research culture in students (Zooresearch, participation of students in V-track programme of IQAC, publication of Penta Zooscripts, promotion of research paper and review article writing by students). Dr Terrance suggested to conduct an online /offline presentation of all the UG and PG projects and to maintain a year wise record.

Agenda 9. The extension activities conducted by the department like Mosquito eradication and awareness programme in the adopted Vilvattom village area in the previous years were discussed and board suggested undertaking extension activities in nearby institutions like St. Joseph's Covent for Mentally Challenged children and Christ Villa for poor. Students can plan various activities in these places as a part of their CSS programme implemented by the University and to maintain proper report and record for the activities.

Agenda 10. Internship – conduct of discipline Specific internship in association with Zoo and Museum Thrisur (Online mode) was discussed in the meeting. It was decided to start it from October to November-2020, aiming 100 percent achievement

Agenda 11. A discussion on green protocol followed by the department was held and the members suggested that, giving awareness for the students to make the department a plastic free area.

Meeting came to an end by 8.00 pm

Sd/-  
**Chairperson**

