

**Vimala College (Autonomous)
Thrissur**



MEETING MINUTES

Academic Council

**Minutes of the First Meeting of the Academic Council of Vimala College (Autonomous),
Thrissur held on 09 February 2016 in the Silver Jubilee Seminar Hall of the College**

Agenda:

- 1) To consider and approve the minutes of the Boards of Studies of various departments
- 2) Any other academic matter

Members Present:

- | | |
|--|------|
| 1. Dr Sr Maries V L, Principal, Chairman | Sd/- |
| 2. Dr K Manikandan, University Nominee | Sd/- |
| 3. Dr Moideenkutty A B, University Nominee | Sd/- |
| 4. Dr K G Jose, External Expert | Sd/- |
| 5. Adv Mathew George, External Expert | Sd/- |
| 6. Dr C R Sivadasan, External Expert | Sd/- |
| 7. Adv Nancy Akkarappatty, External Expert | Sd/- |
| 8. Ms K L Swarna, Dept of Mathematics | Sd/- |
| 9. Ms Annamma Thachil Dept of Statistics | Sd/- |
| 10. Ms Lucy Paul, Dept of Chemistry | Sd/- |
| 11. Dr Kezia Kuruvila, Dept of Zoology | Sd/- |
| 12. Dr Sheela George , Dept of Botany | Sd/- |
| 13. Dr Karuna M S, Dept of Home Science | Sd/- |
| 14. Ms Rose V J, Dept of Commerce | Sd/- |
| 15. Dr Vimala M, Dept of Economics | Sd/- |
| 16. Dr Nisha Francis O, Dept of Malayalam | Sd/- |
| 17. Dr Sr Mariette A Therattil, Teacher Representative | Sd/- |
| 18. Dr Sara Neena T T, Dept of Sociology | Sd/- |
| 19. Ms J Anuja, Teacher Representative | Sd/- |
| 20. Dr O J Joycee, Teacher Representative | Sd/- |
| 21. Dr Ritty J Nedumpara, , Dept of Physics | Sd/- |
| 22. Ms Gisha Elizabeth Varghese, Dept of Malayalam | Sd/- |
| 23. Dr Muhammed Mustafa, University Nominee | Sd/- |

- | | |
|--|------|
| 24. Dr Minimol K, Member Secretary | Sd/- |
| 25. Dr Jaya Cherian, Dept of Social Work | Sd/- |
| 26. Dr Mary Antony, Teacher Representative | Sd/- |
| 27. Sr Ani Davis, Dept of Computer Science | Sd/- |

The first meeting of the Academic Council of the College was held on 9 February in the Silver Jubilee Seminar Hall at 10.30 am. The Chairman, Dr Sr Maries V.L welcomed the members and introduced the external members. She then presented the agenda of the meeting.

1.1 Consideration of the recommendations of the Board of Studies in Botany

Dr Sheela George, Chairman of the Board of Studies in Botany, moved that the Academic Council may consider the recommendations of the Board of Studies on minor changes in the syllabi of the UG and PG programme in Botany considering the relevance and importance of emerging areas of study. The House approved the recommendations of the Board of Studies on the changes in the syllabi.

1.2 Consideration of the recommendations of the Board of Studies in Chemistry

Smt Lucy Paul, Chairman of the Board of Studies for the UG and PG programmes in Chemistry moved that the Academic Council may consider the minor modifications in the syllabi, both UG and PG, in order to update and upgrade the syllabi. The Board also recommended industrial visits and internships in order to improve the proficiency of the students. The House approved the recommendations of the Board of Studies in Chemistry on the modifications in the syllabi.

1.3 Consideration of the recommendations of the Combined Board of Studies in Mathematics and Statistics

Smt K.L Swarna, Chairman of the combined Boards of Studies in Statistics and Mathematics, moved that the Academic Council may consider the minor modifications in the UG and PG syllabi of Mathematics. The Board also proposed to re-arrange the contents of Statistics UG modules in order to facilitate teaching and learning. The Academic Council unanimously approved the recommendations of the Board.

1.4 Consideration of the recommendations of the Board of Studies in Zoology

Dr Kezia Kuruvila, Chairman of the Board of Studies in Zoology, moved that the Academic Council may consider the minor modifications in the UG and PG syllabus of Zoology in order to avoid repetition of certain topics in different courses. The House approved the recommendations.

1.5 Consideration of the recommendations of the Combined Board of Studies in Home Science and Physical Education

Dr Karuna M.S, Chairman of the combined Board of Studies presented the minutes of the combined Board of Studies of Home Science and Physical Education. The Board recommended the inclusion of certain topics of contemporary relevance in the syllabus of BSc Family and Community Science, BSc Textiles and Fashion Technology, MSc Nutrition and Dietetics and MSc

Textiles and Costume Designing. Apart from these minor changes, the Board also proposed to arrange the content of certain modules in sequential order for effective teaching and learning. The House approved the changes in the syllabi of the above courses. The syllabus of the open course - Physical activity, Health and Wellness- offered by the Physical Education Department was proposed to be modified by adding subtitles in order to specify the topics. The Board also proposed to re-arrange the content of the last module of the course. The House approved those changes proposed by the Board.

1.6 Consideration of recommendations of the Combined Board of Studies in Physics and Computer Science

Sr Ritty J. Nedumpara, The Chairman of the Combined Board of Studies in Physics and Computer Science moved that the Academic Council may consider the recommendations of the Board of Studies on minor changes in the syllabi of BSc and MSc Physics and BSc Computer Science. After careful deliberations on the implications of proposed changes, the House approved the recommendations of the Board of Studies.

1.7 Consideration of recommendations of the Combined Board of Studies in Commerce and Economics

Smt Rose V.J moved that the Academic Council may consider the recommendations of the combined Board of Studies in Commerce and Economics on the changes made in the syllabi of the UG and PG Commerce programme. In the UG syllabus, the contents of two courses have been proposed to be modified considering the current trends. In the PG syllabus the content of the courses has been re-arranged for making teaching and learning more effective. The House unanimously approved the changes recommended by the Board.

Dr Vimala M presented the recommendations of the Board on the changes made in the UG and PG syllabus of the core courses in Economics. The Board also proposed re-arrangement of the contents of certain modules for making teaching-learning effective. The House, after careful deliberations on the changes, approved the recommendations of the Board.

1.8 Consideration of recommendations of the Combined Board of Studies in Sociology, Psychology, History and Political Science

Dr Sara Neena TT, Chairman of the Combined Board of Studies in Sociology, Psychology, History and Political Science moved that the Academic council may consider the recommendations of the Board of Studies in making minor changes in the syllabus of UG and PG Sociology, Psychology and Political Science. The Board did not recommend any changes in the syllabus of History which is a complementary course offered to UG Economics and UG English Language and Literature. After careful deliberations of the implications of the proposed changes the House approved the Board's recommendations.

1.9 Consideration of recommendations of the Board of Studies in Language and Literature

Dr Sr Mariette A. Therattil, Chairman of the Board of Studies in language and Literature, moved that the Academic Council may consider the recommendations of the Board of Studies in Language and Literature on minor changes to upgrade and enhance the quality of the courses, BA

and MA Language and Literature, Sanskrit and Hindi. The House approved the recommendations.

1.10 Consideration of recommendations of the Board of Studies in English

Dr Joycee O.J, Chairman of the Board of Studies in English moved that the Academic Council may consider the recommendations of the Board of Studies in English on the changes made in the UG English Language and Literature and UG Functional English and PG syllabi to upgrade and enhance the quality of the courses. The House resolved to approve the recommendations.

1.11 Consideration of recommendations of the Board of Studies in Social Work

Dr Jaya Cherian, Chairman of the Board of Studies in Social Work, moved that the Academic Council may consider the recommendations of the Board of Studies in Social Work on the modifications made in the MSW syllabus considering the current trends in social work practice. The House approved the recommendations of the Board on the changes made in the syllabus.

Agenda 2: Any other academic matter:

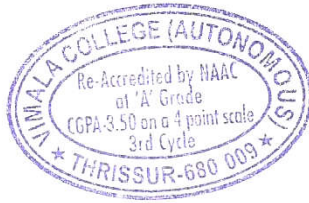
The House discussed effective strategies and methods in order to enhance the quality of teaching, learning and assessment. The University Nominees also suggested organizing workshops for teachers on question paper setting and evaluation of students.

The meeting concluded at 2 pm with a vote of thanks to the Chair.

Sd/-
Dr Minimol K
Member Secretary

Sd/-
Dr Sr Maries V L
Principal

Place: Thrissur
Date: 09/02/2016



Minutes of the Second Meeting of the Academic Council of Vimala College (Autonomous)
held on 02 May 2016 at 11.00 am in the Conference Hall of the College

Agenda:

To frame the manual of examination for the conduct of examination in the Autonomous System and to submit it to the University of Calicut

Members Present:

- | | |
|---|------|
| 1. Dr Sr Maries V L, Principal, Chairman | Sd/- |
| 2. Dr C R Sivadasan, External Expert | Sd/- |
| 3. Dr Kezia Kuruvilla, Dept of Zoology | Sd/- |
| 4. Dr Sheela George V, Dept of Botany | Sd/- |
| 5. Ms Rose V J, Dept of Commerce | Sd/- |
| 6. Dr Vimala M, Dept of Economics | Sd/- |
| 7. Ms Hemalatha V, Teacher Representative | Sd/- |
| 8. Ms Gisha Elizabeth Varghese, Dept of Malayalam | Sd/- |
| 9. K.L Swarna, Dept of Mathematics | Sd/- |
| 10. Dr Sara Neena T T, Dept of Sociology | Sd/- |
| 11. Dr O J Joycee, Dept of English | Sd/- |
| 12. Dr Sr Beena Jose, Principal's Nominee | Sd/- |
| 13. Dr Sr Ritty J Nedumpara, Dept of Physics | Sd/- |
| 14. Ms Lucy Paul, Dept of Chemistry | Sd/- |
| 15. Ms J Anuja, Teacher Representative | Sd/- |
| 16. Adv Mathew George, External Expert | Sd/- |
| 17. Dr Sherly M D, Dept of English | Sd/- |
| 18. Ms Annamma Thachil, Dept of Statistics | Sd/- |

The meeting began with a prayer conducted by the Principal by Dr Sr Maries V L who is the Chairperson of the Academic Council. She welcomed the entire members to the meeting and informed the nomination of Dr Sr Beena Jose instead of Dr Sr Marriette A Therattil who was promoted and transferred as the Principal of St Mary's College, Thrissur and Ms Hemalatha V instead of Dr Mary Antony who retired from service. She also informed that Dr Sr Ritty J Nedumpara would be writing the minutes in the absence of the member secretary, Dr Minimol K.

Elaborate and extensive discussions were held on the various aspects to be included in the examination manual. The different sections of the manual were discussed in reference to the examination manual of the University of Calicut. Additions, deletions and modifications were

implemented to conduct the examination in a most efficient way. Finally the examination manual was formulated in accordance with the recommendations of the Academic Council.

Other Matters of discussion

Dr K R Sivadasan, expert from industry moved that the College website has to be updated including the scope, objectives and eligibility for each programme.

Dr Sr Ritty J Nedumpara, Dept of Physics moved that the teaching hour distribution for each module has to be included in the syllabus for each course.

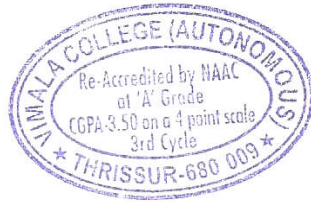
Ms Gisha Elizabeth, Dept of Malayalam moved that the viva and open course have to be conducted according to the university pattern.

The meeting concluded at 12.30 pm.

Sd/-
Dr Minimol K
Member Secretary

Sd/-
Dr Sr Maries V.L
Principal

Place: Thrissur
Date: 02/05/2016



**Minutes of the Third Meeting of The Academic Council, Vimala College (Autonomous) held
on 21 July 2016 in the Conference Hall of the College**

Agenda:

- 1) To discuss and approve the syllabus of Hindi as common language and History as complementary for Economics and English Language and Literature
- 2) Any other academic matter

Members present:

- | | |
|--|------|
| 1. Dr .Sr Maries V.L, Principal, Chairman | Sd/- |
| 2. Adv Mathew George, External Expert | Sd/- |
| 3. Ms Lucy Paul, Dept of Chemistry | Sd/- |
| 4. Dr. Kezia Kuruvilla, Dept of Zoology | Sd/- |
| 5. Dr. Karuna M.S, Dept of Home Science | Sd/- |
| 6. Ms K.L Swarna, Dept of Mathematics | Sd/- |
| 7. Ms Rose V.J Dept of Commerce | Sd/- |
| 8. Dr. Sara Neena T.T, Dept of Sociology | Sd/- |
| 9. Dr Vimala M, Dept of Economics | Sd/- |
| 10. D r Sr Beena Jose, Principal's Nominee | Sd/- |
| 11. Sr. Ani Davis K , Dept of Computer Science | Sd/- |
| 12. Dr Minimol K, Member Secretary | Sd/- |
| 13. Dr. Moideenkutty A.B, University Nominee | Sd/- |

The meeting began with a prayer and welcome address by Dr Sr Maries V.L, Principal.

The Academic Council discussed the main agenda of approval of the syllabus of Hindi as common language for UG courses to be taught for the 2016 admission of Vimala College (Autonomous), Thrissur. As the University of Calicut has modified the syllabus of Hindi as common language with effect from 2016 academic year, the Academic Council decided to follow the same syllabus of the University for the 2016 Admission onwards.

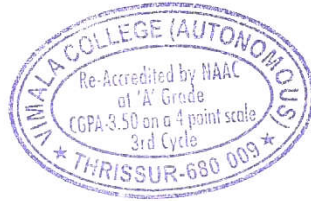
The Academic Council also discussed about the rectification of error occurred while submitting the syllabus of History- Complementary Course for B.A Economics to the University of Calicut for approval. The Council decided to resubmit the syllabus, which is same as the syllabus presently followed by the University of Calicut.

The meeting concluded with a vote of thanks to the Chair.

Sd/-
Dr. Minimol K
Member Secretary

Sd/-
Dr Sr Maries V.L
Principal

Place: Thrissur
Date: 21/07/2016



**Minutes of the Fourth Meeting of the Academic Council of Vimala College (Autonomous)
held on 27 January 2017 at 10.30 am in the Silver Jubilee Seminar Hall of the College**

Agenda:

- 1) To confirm the minutes of the previous meeting of the Academic Council and to consider and approve the minutes of the Boards of Studies of various subjects
- 2) Any other academic matter

Members present

- | | |
|---|------|
| 1. Dr Sr Maries V.L, Principal, Chairman | Sd/- |
| 2. Dr K Manikandan, University Nominee | Sd/- |
| 3. Mr Mathew George, External Expert | Sd/- |
| 4. Dr Vimala M, Dept of Economics | Sd/- |
| 5. Ms Rose V.J, Dept of Commerce | Sd/- |
| 6. Sr Ani Davis K, Dept of Computer Science | Sd/- |
| 7. Dr Sr Beena Jose, Principal's Nominee | Sd/- |
| 8. Ms K.L Swarna, Dept of Mathematics | Sd/- |
| 9. Ms Hemalatha, Teacher Representative | Sd/- |
| 10. Dr Karuna M.S, Dept of Home Science | Sd/- |
| 11. Dr Sheela George, Dept of Botany | Sd/- |
| 12. Dr Kezia Kuruvilla, Dept of Zoology | Sd/- |
| 13. Ms J Anuja, Teacher Representative | Sd/- |
| 14. Dr Sara Neena T.T, Dept of Sociology | Sd/- |
| 15. Dr Nisha Francis Alapatt, Dept of English | Sd/- |
| 16. Dr Jaya Cherian, Dept of Social Work | Sd/- |
| 17. Dr Sr Beena T L, Principal's Nominee | Sd/- |
| 18. Dr Sr Ritty J Nedumpara, Dept of Physics | Sd/- |
| 19. Dr Minimol K, Member Secretary | Sd/- |

The fourth meeting of the Academic Council of the Vimala College (Autonomous) was held on 27 January 2017 in the Silver Jubilee Seminar Hall at 10.30 am. The Chairman, Dr. Sr Maries V.L welcomed the members. She then presented the agenda of the meeting.

Agenda Item No. 1.1: Confirmation of Minutes of third Meeting of the Academic Council held on 21 July 2016

The minutes of the third meeting of the Academic Council was circulated to all members and was also read by the Member Secretary. The Minutes of the third Meeting were confirmed. Action Taken Report on the Minutes of the 3rd Meeting of the Academic Council was presented by the Principal. The Academic Council took a note of it, and no comments were received on it.

1.2 Consideration of the recommendations of the Board of Studies in Mathematics and Statistics

Smt. Swarna K.L Head of the Department of Mathematics moved that the Academic Council may consider the recommendations of the meeting of the Board of Studies held on 21 January 2017. The House approved the split up of hours and distribution of marks of each module in the courses of UG programme as there are no changes in the syllabus and scheme approved by the University of Calicut. The Academic Council also approved the recommendations of the Board of Studies on the changes to be made in the PG syllabus in order to make their syllabus similar to the recently upgraded syllabus of the University of Calicut. The upgraded syllabus will be submitted to the University as the Board resolved to implement it from the 2017 admission.

The Academic council also approved the recommendations made by the Board regarding the implementation of UG Statistics programme. The Council approved the Board's suggestion to adopt the syllabus of the University of Calicut for 2017-18 admission if the University upgrades the syllabus in 2017.

1.3 Consideration of the recommendations of the Board of Studies in Physics and Computer Science

The Academic Council considered the recommendations of the meeting of Board of Studies in Physics and Computer Science held on 23 January 2017. Dr Sr Ritty J. Nedumpara, the Chairperson of the combined Board of Studies in Physics and Computer Science presented the recommendations of the Board. The Board suggested changes in the mark distribution of internal assessment of test papers of the Physics Complementary Course from a five point scale to a seven point scale. The Academic Council approved those changes. The Council also approved the Board's recommendation to follow the current UG syllabus under the autonomy system for the 2017 UG admission, even if there is up- gradation of syllabus in the university level.

With regard to the Computer Science UG programme, the Board suggested to give more emphasis to the application of core theory papers. The Council appreciated the Board for taking such steps as it will enhance students' competencies. The Council approved the Board's decision to follow the

syllabus of the University of Calicut if there is up- gradation of the current syllabus by the University before the commencement of the next academic year 2017-18. The Council also approved the Board's decision to apply for PG Course in Computer Science and advised the Department to submit the Scheme and Syllabus to the University for approval.

1.4 Consideration of the recommendations of the Board of Studies in Chemistry

Dr Theresa C.J representing the Department of Chemistry presented the recommendations of the meeting of the Board of Studies in Chemistry held on 19 January 2017. The Council approved the Board's recommendation to follow the current UG syllabus and scheme for the next academic year as well.

1.5 Consideration of the recommendations of the Board of Studies in Botany

Dr Sheela George V, Chairperson of the Board of Studies in Botany presented the minutes of the meeting of the Board of Studies held on 18 January 2017. The Academic Council approved the Board's decision to follow the current syllabus of both UG and PG programmes in the next academic year (2017-18) as well.

1.6 Consideration of the recommendations of the Board of Studies in Zoology

Dr Kezia Kuruvilla, the Chairperson of the Board of Studies in Zoology presented the minutes of the meeting held on 20/01/2017. The Council approved the recommendations of the Board regarding the division of UG course contents into sections without changes in the contents and hours of instruction. The Council also approved the minor up-gradation made in the syllabus. The Council advised the department to submit the upgraded syllabus to the University for approval for the implementation of the programme for 2017 admission onwards.

Revision of M,Sc. syllabus according to the 2016 revision carried out by the University of Calicut was also recommended by the board. The Academic Council approved the recommendations and advised the Board to submit the revised syllabus to the University for approval for the implementation of the programme for 2017 admission onwards.

1.7 Consideration of the recommendations of the Board of Studies in Home Science and Physical Education

Dr Karuna M.S, the Chairperson of the board presented the minutes of the meeting held on 24 January 2017. The Academic council approved the recommendation of the Board to incorporate all the changes made by the University in the syllabi of B.Sc Family and Community Science, B.Sc Home Science (Textiles and Fashion Technology), M.Sc. Home Science (Nutrition and Dietetics) and M.Sc Home Science (Textiles and Costume Science). The Council also approved the Board's suggestion to replace the existing complementary Course 1 Chemistry and Complementary II Zoology/Botany/Physics of B.Sc. Home Science (Textiles and Fashion Technology) by complementary courses related and beneficial to the course programme. The Council advised the department to submit the related complementary courses to the University for approval. The Council approved the Board's recommendation to follow the current Open Course syllabus offered by the Department of Physical Education for the next academic year.

1.8 Consideration of the recommendations of the Board of Studies in English

Dr Nisha Francis Alapatt, representing the Board, presented the minutes of the meeting held on 20 January 2017. The Council approved the Board's decision to follow the current syllabus for UG and PG courses for the 2017 admission.

1.9 Consideration of the recommendations of the Board of Studies in Commerce and Economics

Smt Rose V.J representing the Board presented the recommendations of the meeting held on 24 January 2017.

The Council approved the recommendations of the Board to revise the syllabus of U G Programme for 2017 admission by incorporating the changes made by the University of Calicut for the 2016 admission.

The Academic Council also approved the recommendations of the Board to revise the syllabus of the UG programme for the 2016 admission by adopting the same changes made by the University of Calicut for its 2014 and 2015 admissions. The Council advised the department to submit the revised syllabi to the University for Approval.

The Council approved the Board's decision to continue the current syllabus of M.Com. programme for 2017 admission.

The Council also approved the Board's decision to continue the current syllabus of UG Economics and PG Economics for 2017 admission as well.

1.10 Consideration of the recommendations of the Board of Studies in Language and Literature

Sr Beena T.L presented the recommendations of the Board in its meeting held on 24 January 2017. The Council approved the Board's recommendation to accept the pattern of question paper followed by the University of Calicut for the UG Programme. The Council approved the Board's suggestion to indicate hours of instruction according to the contents of the course modules. The Council also approved the minor changes suggested in the Common Course 1 of UG Programme to enhance specificity.

1.11 Consideration of the recommendations of the Board of Studies in Social Work

Dr. Jaya Cherian presented the minutes of the meeting of Board of Studies in Social Work held on 20-01-2017. The Council approved the Board's recommendation to continue implementing the current syllabus of MSW programme in 2017 admission also.

As the University of Calicut has taken decision to implement Indirect Grading Mark System instead of Direct Grading System for PG programmes, the Council decided to adopt those changes whenever it is operational at the University level.

Agenda 2

Any other academic matter

The following are the suggestions made by the Council considering the directions given by

Dr K. Manikandan, University Nominee.

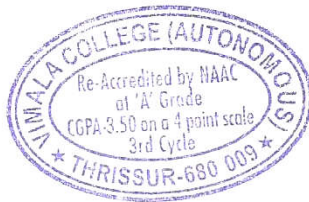
1. All the changes in the syllabus should be made without making changes in the scheme and total credits already approved by the University
2. To make module-wise uniformity in the structure of syllabus of all programmes of Vimala College. This will facilitate accreditation of the College's courses/programmes by other universities in India and abroad
3. To formulate precise criteria for evaluation of seminars/assignments/viva for internal assessments and make it more transparent.
4. An effort to be made to make the clear-cut distinction between project and dissertation for UG and PG programmes and also emphasized the need to revise the specifications and requirements for this work. A workshop of faculty members may be organized with respect to this.

The meeting concluded at 12.45 pm. Dr Sr Ritty J Nedumpara, Vice Principal proposed the vote of thanks.

Sd/-
Dr Minimol K
Member Secretary

Sd/
Dr Sr Maries V.L
Principal

Place: Thrissur
Date: 27/01/2017



Minutes of the Fifth Meeting of the Academic Council of Vimala College (Autonomous) held on 01 February 2018 at 10.30 am in the Silver Jubilee Seminar Hall of the College

Agenda:

- 1) To confirm the minutes of the previous meeting of the Academic Council
- 2) To consider and approve the minutes of the Boards of Studies of various subjects
- 3) Any other academic matter

Members present

- | | |
|--|------|
| 1) Dr Sr Marriette A Therattil, Principal, Chairperson | Sd/- |
| 2) Dr P Raveendran, Professor, University Nominee | Sd/- |
| 3) Dr Muhammed Maheen A, University Nominee | Sd/- |
| 4) Ms Geetha.M, , External Expert | Sd/- |
| 5) Dr K R Dayas, External Expert | Sd/ |
| 6) Mr P.V Manojkumar, External Expert | Sd/- |
| 7) Dr Jaya Cherian, Principal's Nominee | Sd/- |
| 8) Dr Sheela George V, Dept of Botany | Sd/- |
| 9) Dr Kezia Kuruvilla, Dept of Zoology | Sd/- |
| 10) Ms Sheeba Thattil, Nominee | Sd/- |
| 11) Dr O.J Joycee, Dept of English | Sd/- |
| 12) Ms Rose V.J, Dept of Commerce | Sd/ |
| 13) Dr Malini K.A, Dept of Physics | Sd/ |
| 14) Sr Ani Davis K, Dept of Computer Science | Sd/ |
| 15) Dr Divya P.R, Dept of Statistics | Sd/ |
| 16) Dr Theresa C.J, Dept of Chemistry | Sd/ |
| 17) Ms K.L Swarna, Dept of Mathematics | Sd/ |
| 18) Dr Karuna M.S, Dept of Home Science | Sd/- |
| 19) Dr. Vimala M, Dept of Economics | Sd/- |
| 20) Ms Hemalatha V, Nominee | Sd/- |

21) Ms J Anuja, Nominee	Sd/-
22) Dr Sinto P Anto, Dept of Psychology	Sd/-
23) Dr Sara Neena T.T, Dept of Sociology	Sd/-
24) Dr Mimi Mani Panakkal, Dept of Hindi	Sd/
25) Dr Minimol K, Member Secretary	Sd/-
26) Sr Beena T L, Principal's Nominee	Sd/-
27) Dr Sr Beena Jose, Nominee	Sd/-

Apologies:

Dr John E Thoppil, University Nominee

Dr Jose Kallarackal, External Expert

The fifth meeting of the Academic Council of the Vimala College (Autonomous), Thrissur was held on 1 February 2018 in the Silver Jubilee Seminar Hall at 10.30 am. The Chairperson, Dr. Sr Mariette A Therattil welcomed the members. She then presented the agenda of the meeting.

Agenda Item No. 1.1: Confirmation of Minutes of Fourth Meeting of the Academic Council held on 27 January, 2017

The minutes of the fourth meeting of the Academic Council was presented by the Member Secretary and was unanimously confirmed.

1.5 Consideration of the recommendations of the Board of Studies in English

Dr O.J Joycee, Chairperson of the Board of Studies moved that the Academic Council may consider the recommendations of the meeting of the Board of Studies held on 31 January 2018. The Council resolved that the changes recommended by the Board with respect to the dissertation, internship and elective in order to enhance the quality of the syllabi of PG English Literature be approved.

Since a revision of the entire syllabi of the UG and PG programmes in English by the University is anticipated, the Board resolved to make changes after the revision.

1.3 Consideration of the recommendations of the Board of Studies in Malayalam and Sanskrit

The Academic Council considered the recommendations of the meeting of Board of Studies in Malayalam and Sanskrit held on 25 January 2018. Sr. Beena T.L, representing the combined Board of Studies in Malayalam and Sanskrit presented the minutes. The Council resolved that the recommendations of the Board with respect to the changes to be made in the syllabi of common course of UG Malayalam Literature be referred back to the Board for reconsideration. It was resolved to continue the existing syllabus for 2018-19 academic session. It was also resolved to approve the changes in the syllabus of complementary Sanskrit for B.A Malayalam.

1.4 Consideration of the recommendations of the Board of Studies in Economics

Dr Vimala M representing the Board of Studies in Economics presented the recommendations of the meeting of the Board of Studies in Economics held on 29 January 2018. The Council resolved that the Board's recommendation to upgrade the PG syllabus by including a few more topics of contemporary relevance be approved. The Academic Council also resolved to accept the Board's recommendation to follow the existing syllabus for the UG programme in the next academic year (2018-19).

1.5 Consideration of the recommendations of the Board of Studies in Hindi

Dr Mimi Mani Panakkal, representing the Board of Studies in Hindi presented the minutes of the meeting of the Board of Studies held on 30 January 2018. The Academic Council resolved that the recommendation of the Board to adopt the syllabus of the University, if revised before the commencement of the academic year 2018-19 be accepted. Otherwise, it was resolved to continue the existing syllabus for the next academic year.

1.6 Consideration of the recommendations of the Board of Studies in Mathematics

Smt. Swarna K.L, representing the Board of Studies in Mathematics presented the minutes of the meeting held on 29/01/2018. The Council resolved that the recommendations of the Board to follow the current syllabus for the UG and PG programme till the University revises its syllabus be approved. The Academic Council also resolved that the Board's recommendations to include a few electives as part of upgrading the curriculum of PG be referred back to the Board for sending a proposal to the University suggesting to include those electives.

1.7 Consideration of the recommendations of the Board of Studies in Statistics

Dr Divya P.R, representing the Board presented the minutes of the meeting held on 30 January 2018. The Academic Council resolved to accept the recommendation of the Board to replace the open course 'Basic Statistics' with 'Economic Statistics'. The Council resolved that the matter regarding the Statistics Courses of the PG Diploma Course in Data Science proposed by the Department of computer Sciences be referred back to the Board for detailed re-consideration. The Council advised to convene a combined meeting of the Board of Studies of Statistics and Computer Sciences. The Academic Council resolved to accept the Board's recommendation regarding the rectification of the total marks as made by the University.

1.8 Consideration of the recommendations of the Board of Studies in Computer Science

Sr Ani Davis, representing the Board, presented the minutes of the meeting held on 31 January 2018. The Council resolved that the Board's recommendation on the changes to be made in the revised university syllabus be referred back to the Board for reconsideration. With regard to the Board's recommendation to start a PG Diploma in Data Science, the Council resolved that a combined meeting of the Boards of Studies of Statistics and Computer Science to be convened to finalise the syllabus as a similar item was discussed in the Board of Statistics.

1.9 Consideration of the recommendations of the Board of Studies in Physics

Dr Malini K.A presented the recommendations of the meeting held on 29 January 2018. The suggestions of the Board to enrich the curriculum were approved by the Academic Council and referred back to the Board for detailed work-up. The Academic Council also resolved that the Board's decision to follow the current syllabus of UG and PG for the 2018 admission be approved.

1.10 Consideration of the recommendations of the Board of Studies in Chemistry

Dr Theresa C.J presented the recommendations of the Board in its meeting held on 23 January 2018. The Council resolved that the minor changes recommended by the Board for the enrichment of the curriculum of UG programmes in Chemistry be approved. The council also resolved that the Board's recommendation to continue the existing syllabus of PG programme for 2018-19 academic year, be approved.

1.11 Consideration of the recommendations of the Board of Studies in Botany

Dr Sheela George V presented the minutes of the meeting of Board of Studies in Botany held on 23-01-2018. The Council approved the Board's recommendations on the changes to be made in the syllabus (2019-2020 admissions). The Council resolved that the same may be referred back to the Board for the preparation of the syllabus and scheme for the programmes.

1.12. Consideration of the recommendations of the Board of Studies in Zoology

Dr. Kezia Kuruvilla, the Chairperson of the Board presented the minutes of the previous meeting of Board of Studies held on 30-01-2018. The Council resolved that the Board's recommendation on the changes to be made in the next syllabus, (2019-2020 admissions) be approved. It was also resolved to continue the existing syllabus for the UG and PG programmes for the Academic year 2018-19.

1.13 Consideration of the recommendations of the Board of Studies in Home Science and Physical Education

Dr. Karuna M.S, the Chairperson of the Board presented the minutes of the meeting of Board of Studies held on 22-01-2018. The Council resolved to approve the Board's recommendations on the changes to be made in the current syllabus of the M.Sc Home Science (Textiles and Costume Science) and the open course of Physical Education subject to the approval of the University.

The Council resolved that the Board's recommendation to submit a proposal to the University to start a new programme PG Diploma in Nutrition and Dietetics, be approved.

1.14 Consideration of the recommendations of the Board of Studies in Social Sciences (Psychology, Political Science and History)

Dr. Sinto P Anto, representing the Board presented the minutes of the meeting of Board of Studies held on 29-01-2018. The Council resolved that the Board's decision to introduce certain changes in the current syllabus of History and Political Science courses be referred back to the Board for final specific decisions. It was resolved to follow the existing syllabus of Political Science and History Complementary Courses for the academic year 2018-19 as well. The Council also resolved that the Board's recommendations on the changes to be made in the syllabus of Psychology Complementary Course be approved.

1.15 Consideration of the recommendations of the Board of Studies in Sociology

Dr. Sara Neena T.T, Chairperson of the Board presented the minutes of the meeting of Board of Studies held on 29/01/2018. The Academic Council resolved that the recommendation of the Board to adopt the syllabus of the University, if revised prior to the commencement of the academic year 2018-19 be accepted. Otherwise, it was resolved to follow the existing syllabus for the next academic year.

The Academic Council resolved to approve the Board's recommendation to follow the existing syllabus for the UG and PG programmes for 2018 admission as well.

1.16. Consideration of the recommendations of the Board of Studies in Commerce

Smt Rose V.J representing the Board presented the minutes of the meeting of Board of Studies held on 25/01/2018. The Council resolved to approve the Board's decision to introduce certain changes in the current syllabus of UG programme subject to the approval of the University. The Council also approved the Board's decision to follow the existing syllabus for PG programme for 2018 admission.

1.17. Consideration of the recommendations of the Board of Studies in Social Work

Dr Jaya Cherian representing the Board, presented the minutes of the meeting of Board of Studies held on 29/01/2018. The Council resolved to approve the Board's decision to introduce certain changes in the recently revised syllabus of MSW programme subject to the approval by the University. The Council resolved that the Board's decision to introduce certificate courses to be referred back to the Board for detailed preparation of syllabus and scheme.

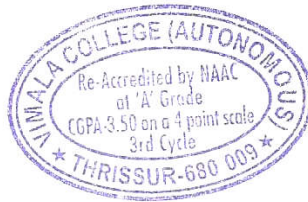
Dr Joycee O.J, Associate Professor and Head, Department of English proposed the vote of thanks.

The meeting concluded at 2.30 pm.

Sd/-
Dr Minimol K
Member Secretary

Sd/-
Dr Sr Marriette A Therattil
Principal

Place: Thrissur
Date: 01/02/2018



**Minutes of the Sixth Meeting of the Academic Council of Vimala College (Autonomous) held
on 21 February 2018 at 10.00 am in the Conference Hall of the College**

Agenda:

- 1) Approval of the minutes of the Fifth meeting of the Academic Council
- 2) Consideration of the Recommendations of the Boards of Studies for the Departments of Statistics & Computer Science
- 3) Changes in Examination Manual
- 4) Any other academic matter

Members present

- | | |
|--|------|
| 1) Dr Sr Marriette A Therattil, Principal, Chairperson | Sd/- |
| 2) Dr Muhammed Maheen A, University Nominee | Sd/- |
| 3) Mr P.V Manojkumar, External Expert | Sd/- |
| 4) Ms Geetha.M, External Expert | Sd/- |
| 5) Dr K R Dayas, External Expert | Sd/ |
| 6) Dr Sr Ritty J Nedumpara | Sd/- |
| 7) Dr Jaya Cherian, Principal's Nominee | Sd/- |
| 8) Dr O.J Joycee, Dept of English | Sd/- |
| 9) Ms J Anuja, Nominee | Sd/- |
| 10) Dr Sinto P Anto, Dept of Psychology | Sd/- |
| 11) Dr Kezia Kuruvilla, Dept of Zoology | Sd/- |
| 12) Ms Rose V.J, Dept of Commerce | Sd/ |
| 13) Dr Malini K.A, Dept of Physics | Sd/ |
| 14) Ms Lucy Paul, Dept of Chemistry | Sd/ |
| 15) Sr Beena T L, Principal's Nominee | Sd/- |
| 16) Dr Karuna M.S, Dept of Home Science | Sd/- |
| 17) Dr Asha P Rao, Dept of Social Work | Sd/- |
| 18) Dr. Vimala M, Dept of Economics | Sd/- |
| 19) Ms Sareena Rose, Dept of Computer Science | Sd/ |
| 20) Ms Jismy Mathew, Dept of Statistics | Sd/ |

21) Dr Minimol K, Member Secretary

Sd/-

The Sixth meeting of the Academic Council of the Vimala College (Autonomous), Thrissur was held on 21 February 2018 in the Conference Hall at 10.00 am. The Chairperson, Dr. Sr Marriette A Therattil welcomed the members. She then presented the agenda of the meeting.

Agenda Item No. 1.1: Confirmation of Minutes of Fifth Meeting of the Academic Council held on 1 February, 2018

The minutes of the fifth meeting of the Academic Council was presented by the Member Secretary and was unanimously confirmed.

Agenda Item No. 2.1: Consideration of the recommendations of the combined meeting of the Boards of Studies in Computer Science and Statistics

The Council resolved to approve the recommendations of the combined meeting of the Boards of Studies of Computer Science and Statistics to offer PG Diploma in Data Science. The Programme is proposed to be offered by the Department of Computer Science in collaboration with the Department of Statistics.

2.2 Consideration of the recommendations of the Board of Studies in Computer Science

The Council also approved the recommendation of the Board of Computer Science to follow the revised syllabus of the University for the 2018 UG admission with minor changes. It is also resolved to follow the changes introduced by the University in the Common Courses of the Second Year UG Programme.

Agenda Item No. 3.1: The Academic Council resolved to forward the revised examination manual to the University for approval of the following changes;

i. If the difference between the marks of first and second valuation of PG external examinations is more than 25 percent, a third valuation will be conducted.

ii. The practical examinations of PG programmes will be conducted by two examiners- one internal and one external. The project viva and general viva voce examinations will be conducted by two external examiners.

iii. The minimum percentage of marks/grade points required for pass in internal assessment is 40.

The meeting concluded at 11.30 am.

Sd/-

Dr Minimol K
Member Secretary

Place: Thrissur
Date: 21/02/2018



Sd/-

Dr Sr Marriette A Therattil
Principal

Minutes of the Seventh Meeting of the Academic Council of Vimala College (Autonomous)
held on 14 September 2018 at 10.30 am in the Conference Hall of the College

Agenda:

- 1) Approval of the minutes of the sixth meeting of the Academic Council
- 2) Review of the implementation of the syllabus for programmes approved by the UGC under NSQF
- 3) Any other items permitted / brought forward by the chairman

Members Present:

- | | |
|---|------|
| 1. Dr. Geetha M, External Expert | Sd/- |
| 2. Mr. P.V Manoj Kumar, External Expert | Sd/- |
| 3. Dr K R Dayas, External Expert | Sd/- |
| 4. Dr Muhammed Maheen A, Unviersity Nominee | Sd/- |
| 5. Dr Jose Kallarackal, External Expert | Sd/- |
| 6. Dr Sr Beena Jose, Principal's Nominee | Sd/- |
| 7. Dr OJ Joycee, Dept of English | Sd/- |
| 8. Dr Preema Rose Nichlavose, Dept of Commerce (B Voc Incharge) | Sd/- |
| 9. Dr Karuna M S, Dept of Home Science | Sd/- |
| 10. Sr Ani Davis K, Dept of Computer Science | Sd/- |
| 11. Dr Hemamalini, Dept of Malayalam | Sd/- |
| 12. Dr Malini K A, Dept of Physics | Sd/- |
| 13. Dr Divya P.R, Dept of Statistics | Sd/- |
| 14. Dr Sheela George, Dept of Botany | Sd/- |
| 15. Dr Honey Sebastian, Dept of Zoology | Sd/- |
| 16. Dr Sara Neena T.T, Dept of Sociology | Sd/- |
| 17. Dr Vimala M, Dept of Economics | Sd/- |
| 18. Dr Asha P Rao, Dept of Social Work | Sd/- |
| 19. Dr Rose V J, Dept of Commerce | Sd/- |
| 20. Dr Sr Beena T L, Principal's Nominee | Sd/- |
| 21. Sr Teseena P Emmatty, Principal's Nominee | Sd/- |
| 22. Ms Hemalatha, Principal's Nominee | Sd/- |

The Seventh meeting of the Academic Council of the Vimala College (Autonomous), Thrissur was held on 14 September, 2018 in the Conference hall at 10:30 am. The meeting began with a Silent prayer. The Principal welcomed the members and presented the agenda for the meeting.

1. The minutes of the sixth meeting was presented and approved by the Council.
2. The meeting began with a deliberation on the feasibility and validity of the B Voc Courses
3. The members expressed their apprehension on several aspects like
 - 3.1 The funding of the programme
 - 3.2 Completion of programme the circumstance of non receipt of fund
 - 3.3 Equivalence with regular UG programmes
 - 3.4 Age limit
 - 3.5 Eligibility for national level exams that mandate the basic qualification as Degree
 - 3.6 Future prospects of learners
4. The Council advised that another meeting be conducted on 28 September 2018 at which a thorough study be made on the following aspects and detailed report be presented therein. This is to ensure that there is no impediment to the fulfillment of the programme that might also jeopardize the future of the prospective learners. This will also prevent any such unfortunate events that might affect the reputation of the institution and Commitment as an autonomous institution to the enhancement of education.
5. The Council suggested that the following investigations be carried out before examining the syllabus of the programmes:
 - 5.1 Ensure funding
 - 5.2 Ascertain whether students who have undergone the B Voc programme in other Colleges have acquired at least 25 per cent placement
 - 5.3 Enquire about uninterrupted conduct of such courses in other institutions
 - 5.4 Enquire why the courses were discontinued in some colleges.
 - 5.5 Enquire why the UGC did not sanction extension for such courses in some colleges
 - 5.6 Evaluate the Institutional experience of B Voc in other colleges

6. The Council also offered the following suggestions

- Disseminate detailed information regarding the programme to the prospective learners
- The learners should be briefed of the future prospects of the programme
- A Comprehensive prospectus may be provided to the perspective learners
- A Specific programme outcome to be clearly defined
- Provide more interactive sessions with the industry
- Include more practical sessions as the focus is skill acquisition
- Compare the syllabus with that offered by premium institutions.
- The Council was apparently convinced of the future prospects of the Food Processing programme but expressed their concern for the Web Technology.

7. The faculty members responded to some queries of the Council as noted below:

- Regarding the choice of programmes, it was mentioned that a study of the B Voc Programmes in other colleges was made by the Committee that then narrowed down on some programmes that would address the gap of employability enhancement and skill acquisition.
- The Board of Studies included subject experts and representation from industry
- In case of discontinuation of fund from the UGC, the College will ensure that the programme of the ongoing batch is completed with fund sourced from the College or in accordance with the prevailing practice in other institutions where the programme might have to be converted to the self financing mode.
- Regarding the equivalence issue, an order substantiating the same was presented at the meeting.
- Regarding industry interaction, it was mentioned that both the programmes have linkages with industry and MoUs to support it.

The meeting concluded with a vote of thanks by Dr O J Joyce at 12:30 pm

Sd/-
Dr Minimol K
Member Secretary

Place: Thrissur
Date: 14/09/2018



Sd/-
Dr S Beena Jose
Principal

Minutes of the Eighth Meeting of the Academic Council of Vimala College (Autonomous)
held on 28 September 2018 at 10.30 am in the Conference Hall of the College

Agenda:

- 1) To provide elucidation on the concerns raised at the previous meeting relating to B.Voc Programmes
- 2) To review the syllabi for the B.Voc Programmes
- 3) Any other items permitted/ brought forward by the Chairman

Members Present:

- | | |
|---|------|
| 1. Dr K.R Dayas, External Expert | Sd/- |
| 2. Dr Jose Kallarackal, External Expert | Sd/- |
| 3. Dr Muhammed Maheen, University Nominee | Sd/- |
| 4. Dr Sr Beena Jose, Principal, Chairman | Sd/- |
| 5. Dr O.J Joycee, Dept of English | Sd/- |
| 6. Sr Ani Davis K, Dept of Computer Science | Sd/- |
| 7. Dr Minimol K, Member Secretary | Sd/- |
| 8. Dr Karuna M.S, Dept of Home Science | Sd/- |
| 9. Dr Hemamalini, Dept of Malayalam | Sd/- |
| 10. Dr Malini K.A, Dept of Physics | Sd/- |
| 11. Dr Divya P.R, Dept of Statistics | Sd/- |
| 12. Dr Sheela George, Dept of Botany | Sd/- |
| 13. Dr Honey Sebastian, Dept of Zoology | Sd/- |
| 14. Dr Sara Neena T T, Dept of Sociology | Sd/- |
| 15. Dr Vimala M, Dept of Economics | Sd/- |
| 16. Dr Asha P Rao, Dept of Social Work | Sd/- |
| 17. Dr Rose V J, Dept of Commerce | Sd/- |
| 18. Dr Sr Beena T L, Principal's Nominee | Sd/- |

19. Sr Teseena P Emmatty, Principal's Nominee Sd/-
20. Ms Hemalatha V, Principal's Nominee Sd/-
21. Dr Preema Rose Nichlavose, Dept of Commerce (B Voc Incharge) Sd/-

The 8th meeting of the Academic Council of the College began with a silent prayer. The Principal welcomed the members and presented the agenda for the meeting

1. The minutes of the 7th meeting was presented and approved by the Council
2. Dr Preema Rose Nichlavose, Nodal Officer for B.Voc presented the response to the queries raised by the members at the previous meeting with regard to the proposed B.Voc programmes Food Processing and Web Technology.

Clarification on Queries raised by the Council in the 7th Academic Council Meeting held on 14.9.2018 (Ref:The minutes of 7th meeting of the Academic Council)

- 1.1 The funding of the programme
Details of funding are usually specified in the fund approval letter that is yet to arrive. The practice in other colleges is that in case of non-receipt of fund, the said batch will be completed in the self financing stream
- 1.2 Completion of programme in the circumstance of non receipt of fund
The students will be shifted to the self financing stream
- 1.3 Equivalence with regular UG programmes
Yes. Order presented.
- 1.4 Age limit
There is no age limit
- 1.5 Eligibility for national level exams that mandate the basic qualification as Degree
Yes. Order presented
- 1.6 Future prospects of learners
They have the same access to higher education and employment opportunities as students of regular UG programmes

Outcomes of the investigation carried out regarding the B Voc Programme in other Colleges

- 5.1 Steps taken to ensure funding
In the event of non-receipt of fund, the said batch was shifted to the self financing stream
- 5.2 Ascertain whether students who have undergone the B Voc programme in other colleges have acquired at least 25 per cent placement
On enquiry at colleges that offered B Voc, we were informed that most of the students found placement or self employment or opportunities in HE
- 5.3 Enquire about uninterrupted conduct of such courses in other institutions
Except for those colleges that were not sanctioned extension, all other colleges completed the programme

- 5.4 Enquire why courses were discontinued in some colleges
UGC did not sanction the programme extension
- 5.5 Enquire why the UGC did not sanction extension for such courses in some colleges
The reasons for not being sanctioned extension are as follows:
 - Disinterest on the part of the college management in continuing the programmes
 - The syllabus did not meet the standard specified by the UGC
- 5.6 Evaluate the institutional experience of B.Voc in other College
Most of the colleges are pleased with the B Voc programme as student progression has been more satisfactory than that of regular UG programmes

The members offered the following suggestions to ensure the fulfillment of the programme outcome:

1. To upgrade the syllabus to be based on National Occupational Standards (NOSs) and (Qualification Packs) QPs comply to NSQF and National Skill Development Corporation (NSDC) so as to enable learners to take the national level examinations
2. To appoint faculty who also have industry experience so as to provide students an orientation on industry requirements
3. To ensure collaboration with industries of national reputation and draft a functional MoU that would also ensure outcomes like placement
4. To ensure that the syllabus has adequate representation of practical or application and space for internship
5. The members enquired about the infrastructure facilities, both physical and educational. They were assured that space for classrooms will be provided in the college and the facilities in the laboratories of the department will be extended to the B Voc students
6. Being a vocational programme, the learners should be provided adequate opportunity for honing their skills through workshops / extension lectures by subject experts in the field. The Food Processing programme may also benefit from linking with experts on TV shows and reputed catering units.
7. Arrival of experts from foreign universities may be sourced through embassies, KTDC, and approached for interaction with learners.
8. To extend the services of the CGPT and strive to find placement for all the learners of the first batch.
9. To set up a separate web portal for the B.Voc programme
10. To constitute an advisory and monitoring committee with representation from industry and university to evaluate the continual progress of the programme

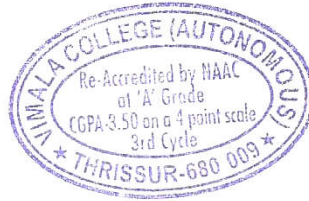
The Council unanimously recommended the syllabus of B.Voc programmes in Food processing and Web Technology to be placed before the University Board of Studies for approval.

The meeting concluded with a vote of thanks by Dr Minimol K at 12.30 p m

Sd/-
Dr Minimol K
Member Secretary

Sd/-
Dr Sr Beena Jose
Principal

Place: Thrissur
Date: 28/09/2018



Minutes of the Ninth Meeting of the Academic Council of Vimala College (Autonomous) held on 15 December 2018 at 10.00 am in the Conference Hall of the College

Agenda:

- 1) To confirm the minutes of the previous meeting of the Academic Council
- 2) To consider and approve the minutes of the Boards of Studies of various disciplines
- 3) To Review and approve the syllabi for programmes approved by the UGC under NSQF – Community College – Diploma Programmes
- 4) Any other academic matter

Members Present:

- | | |
|--|------|
| 1. Dr Muhammed Maheen, University Nominee | Sd/- |
| 2. Dr Jose Kallarackal, External Expert | Sd/- |
| 3. Dr Sr Beena Jose, Principal, Chairman | Sd/- |
| 4. Dr Nisha Francis Alapatt, Dept of English | Sd/- |
| 5. Dr Malini K A, Dept of Physics | Sd/- |
| 6. Dr Vimala M, Dept of Economics | Sd/- |
| 7. Dr Rose V J, Dept of Commerce | Sd/- |
| 8. Dr Hemamalini M, Dept of Malayalam | Sd/- |
| 9. Dr Jaya Cherian, Principal's Nominee | Sd/- |
| 10. Dr Thomas Ruby Mariamma, Dept of Home Science | Sd/- |
| 11. Dr Sara Neena T T, Dept of Sociology | Sd/- |
| 12. Sr Ani Davis K, Dept of Computer Science | Sd/- |
| 13. Dr Sheela George V, Dept of Botany | Sd/- |
| 14. Ms J Anuja, Teacher Representative | Sd/- |
| 15. Dr Nancy Mathew, Dept of Chemistry | Sd/- |
| 16. Dr Honey Sebastian, Dept of Zoology | Sd/- |
| 17. Dr Jerin Paul, Dept of Statistics | Sd/ |
| 18. Dr Sr Beena T L, Principal's Nominee | Sd/- |
| 19. Dr Vanaja V S, Dept of Statistics | Sd/- |
| 20. Dr Mimi Mani Panakkal, Dept of Hindi | Sd/- |
| 21. Dr Preema Rose Nichlavose, Dept of Commerce (B Voc Incharge) | Sd/- |
| 22. Mr Sreekumar V, Dept of History | Sd/- |

23. Dr O J Joycee, Dept of English Sd/-
24. Dr Minimol K, Member Secretary Sd/-

Apologies:

1. Dr K.R Dayas, External Expert
2. Dr Geetha M, External Expert
3. Mr Manojkumar, External Expert
4. Dr P Raveendran, University Nominee

The Ninth meeting of the Academic Council of Vimala College (Autonomous) began with a silent prayer. The Principal welcomed the members and presented the agenda for the meeting.

Agenda 1: To confirm the minutes of the previous meeting of the Academic Council

The minutes of the Academic Council held on 27 September 2018 was presented by the Member Secretary and approved by the Academic Council. The Council also noted the action taken on the decisions of the meeting.

Agenda 2

To consider and approve the recommendations of Boards of Studies of various disciplines:

1. English

The Council resolved to approve the recommendations of the Board of Studies in English in its meeting held on 05/12/2018. The Council approved the recommendation that the elective for S4 PG for the 2017 admission can be chosen as per the request of the students, the current choice being ELT.

2. Malayalam

The proposal of the Board of Studies in Malayalam held on 28/11/2018 was approved by the Council

3. Hindi

The Council resolved to approve the recommendations of the Board of Studies in Hindi held on 10/12/2018

4. Statistics

The Council resolved to approve the recommendations of Board of Studies in Statistics held on 06/12/2018. The recommendation of the Board to introduce a B Voc Programme on Data Science was also approved following deliberation on the current demand for the programme.

5. Computer Science

The recommendations of the Board of Studies in Computer Science held on 25/10/2018 were approved by the Council. The Council also advised the Department to consider initiating

programmes based on contemporary relevance and demand like the GIS (Geographic Information System).

6. Physics

The recommendations of the Board of Studies in Physics held on 4/12/2018 were approved by the Council. The Board's recommendation regarding introducing M Phil Programme in Physics was also approved by the council.

7. Chemistry

The minutes of the Board of Studies in Chemistry held on 28/11/2018 was approved by the Academic Council. The Council clarified the suggestion regarding the preparation of the question bank for the course Advanced and Applied Chemistry by externals and suggested that the question bank prepared by the faculty may be submitted for external scrutiny.

8. Botany

The Academic Council approved the recommendations of the Board of Studies in Botany held on 29/11/2018 with a proposal to introduce a third elective for IV Semester MSc Botany, namely, Genetics and Crop Improvement with the suggestion to include Breeding Techniques in addition to Floral Biology.

9. Zoology

The Council considered the minutes of the Board of Studies in Zoology held on 15/12/2018. The Council resolved to approve the Board's recommendation to continue the existing syllabus for the B Sc and M Sc Programmes until the University revises the syllabi.

10. Home Science and Physical Education

The Council approved the minutes of the meeting of Board of Studies in Home Science and Physical Education held on 4/11/2018.

11. Economics

The Council approved the minutes of the meeting of Board of Studies in Economics held on 28/11/2018.

12. Social Sciences (History, Political Science and Psychology)

The Council approved the recommendations of the meeting of Board of Studies in Social Sciences (History, Political Science and Psychology) held on 14/12/2018.

13. Sociology

The Council approved the recommendations of the meeting of Board of Studies in Sociology held on 14/12/2018

14. Commerce

The Council resolved to approve the recommendations of the Board of Studies in Commerce in its meeting on 6/12/2018 with a few modifications. It was decided that the project work to be done in the sixth semester would be a group work. The Council reiterated that the department should ensure efficiency in the evaluation and active participation of all students in the group. Regarding, implementation of the same to 2018 admission, the Council recommended putting it forward to the University for Approval.

15. Mathematics

The Council resolved to approve the recommendations of the Board of Studies in Mathematics held on 28/11/2018.

16. Social Work

The Council resolved to approve the recommendations of the Board of Studies in Social Work held on 21/11/2018. The Council also advised the Department to consider initiating programmes on Use of Social Media.

Agenda 3: Review and Implementation of the syllabi for programmes approved by the UGC under NSQF – Community College – Diploma Programmes

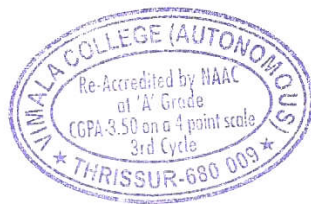
The Council approved the syllabi for the Community College programmes: Diploma in Interior Architecture and Design, Diploma in Digital Video Production and Diploma in Tourism Management and Hospitality.

The meeting concluded at 1 pm with a vote of thanks by Dr O J Joycee, Vice Principal

Sd/-
Dr Minimol K
Member Secretary

Sd/-
Dr Sr Beena Jose
Principal

Thrissur
15/12/2018



Minutes of the Tenth Meeting of the Academic Council of Vimala College (Autonomous) held on 03 May 2019 at 10.00 am in the Silver Jubilee Seminar Hall of the College

Agenda:

- 1) To confirm the minutes of the previous meeting
- 2) To consider and approve the minutes of Boards of Studies
- 3) Academic Collaboration
- 4) New Programmes:
To initiate skill enhancement courses proposed by University, UGC, MHRD, etc.
(E g. B Voc, M Voc, Community College)
- 5) Value Addition and Add on Courses
- 6) Approval of Panel of examiners
- 7) Any other academic matter

Members Present:

- 1) Dr Sr Beena Jose, Principal, Chairman Sd/
- 2) Dr P V Manojkumar, External Expert Sd/
- 3) Dr Geetha M, External Expert Sd/
- 4) Prof John E Thoppil, University Nominee Sd/
- 5) Dr Muhammed Maheen A, University Nominee Sd/-
- 6) Dr O J Joyce, Dept of English Sd/
- 7) Dr Sara Neena T T, Dept of Sociology Sd/
- 8) Dr Asha P Rao, Dept of Social Work Sd/
- 9) Dr Hemamalini M, Dept of Malayalam Sd/
- 10) Dr Vanaja V S, Dept of Sanskrit Sd/
- 11) Ms Swarna K L, Dept of Mathematics Sd/-
- 12) Dr Divya P R, Dept of Statistics Sd/
- 13) Sr Ani Davis, Dept of Computer Science Sd/
- 14) Dr Malini K A, Dept of Physics Sd/
- 15) Dr Nimmy Kuriakose, Dept of Chemistry Sd/
- 16) Dr Sheela George V, Dept of Botany Sd/
- 17) Dr Honey Sebastian, Dept of Zoology Sd/
- 18) Dr Karuna M S, Dept of Home Science Sd/
- 19) Ms Hemalatha V, Principal's Nominee Sd/

- | | |
|---|-----|
| 20) Mr Sreekumar V, Dept of History | Sd/ |
| 21) Dr Binu Ann Kuriachan, Dept of Economics | Sd/ |
| 22) Dr Rose V J, Dept of Commerce | Sd/ |
| 23) Sr Teseena P Emmatty, Principal's Nominee | Sd/ |
| 24) Dr Jancy K A, Joint Staff Secretary | Sd/ |

Apologies:

- 1) Dr K.R Dayas, External Expert
- 2) Dr P Raveendran, University Nominee
- 3) Dr Jose Kallarackal, External Expert
- 4) Dr Minimol K, Member Secretary

The Tenth meeting of the Academic Council of Vimala College (Autonomous) began with a silent prayer. The Principal welcomed the members and presented the agenda for the meeting.

Agenda 1: To confirm the minutes of the previous meeting of the Academic Council

The minutes of the Academic Council held on 15 December 2018 was presented by Dr O J Joycee and was duly confirmed by the Council

Agenda 2: To consider and approve the recommendations of Boards of Studies of various disciplines:

English

The recommendations of the Board of Studies in English held on 26 May 2019 were presented by the Chairperson. The Council approved the proposition of the Board to follow the new regulations for UG and PG of the University of Calicut and the revised syllabus of the University.

The Council appreciated the attempt to introduce the plagiarism check for the projects of the UG and PG students, but expressed their concern for the work that will be generated for the faculty in the department. The Council advised that the department draft a clear procedure for the same. The Panel of examiners was approved by the Council. The other recommendations approved by the Council are provided below:

1. To encourage learner centeredness, students need to be given the privilege of choosing electives at the PG level
2. The outcome of the PG programme need not be confined to research but should also incorporate other aspects of learning like creative writing. Therefore, the project work of the P G programme can include 'creative' projects like a collection of poems, novella or scripts. However, each creative project should follow a specific pattern that includes an introductory chapter about the method of composition and a concluding chapter on the challenges and scope for further study. The number of poems and the size of the novella

and script to be decided by the department. The students undertaking such dissertations should compulsorily undergo relevant online courses related to their area of work and procure certificates for the same.

3. Both UG and PG projects should take the plagiarism check and include the certificate issued by the librarian in the project
4. A component for self study, preferably the background study of the respective course to be prescribed in each course at the PG level and the internal examination to include questions from this area.
5. To enhance skill development and scope for employment, the PG students can be assigned fixed number of teaching hours (5 per semester) for which they can be provided certificates
6. To facilitate the fulfillment of outcome based education, the students should be provided the course plan specifying the outcome at the commencement of the programme
7. To Initiate international collaboration with St Augustine College, South Africa, Johannesburg and Trinity College, London and resolved to initiate the process for collaboration to facilitate student exchange, faculty exchange, internship, research, etc
8. Internships of 1-2 weeks to be made compulsory for the UG and PG students at the end of 4 Semester or 6 Semester for the fulfillment of the programme (It should be mentioned here that internship has been offered as an option in the current PG regulations)
9. The faculty to integrate the optimum use of Learning Management System (LMS) and simultaneously document the same for Accreditation purposes
10. Panel of examiners

Malayalam

The Council approved the recommendations of the Board of Studies in Malayalam Language and Literature and Sanskrit convened on 29 April 2019 to follow the new UG and PG regulations of the Calicut University and the revised syllabus of the University. The Council also confirmed the proposed Panel of Examiners

Sanskrit

The Council approved the recommendations provided below:

1. **The first module** of the 4th semester Common Course in Sanskrit - 'VSK4A04 - History of Sanskrit Literature, Kerala Culture & Translation course **titled 'Epics in Sanskrit'** to be modified as 'Vedic and Epic Literature' so as to include components from Vedic Literature. Instead, the sixth module of the same course titled "Translation" has been removed
2. The fifth module of the above course titled 'Classical Performing Arts of Kerala' has been shifted to the 3rd semester Common Course titled 'VSK3A03: Drama and Alankara'

In the context of the above revisions, the Council advised that the 4th semester Common Course in Sanskrit titled 'VSK4A04 - History of Sanskrit Literature, Kerala Culture & Translation' be modified as 'VSK4A04 History of Sanskrit Literature and Kerala Culture'.

3. Panel of examiners

Hindi

The Council approved the recommendation of the Board of Studies in Hindi held on 24 April 2019 to follow the new regulations of the University and the revised syllabus. The new Value Addition Course proposed by the Board was accepted by the Council. The panel of examiners was also confirmed

Statistics

The Council ratified the recommendations of the Board of Studies in Statistics held on 17 April 2019 to follow the new University regulations and the revised syllabus of the University. The Council also approved the new value addition course "Advanced course in C++ and Python" in collaboration with Networkz System, Thrissur. The Panel of Examiners proposed by the Board was approved by the Council.

Computer Science

The Council approved the revisions proposed by the Board of Studies convened on 30 April 2019 for reviewing the syllabi of B Sc Computer Science and PG Diploma in Data Science mentioned below:

1. To follow the new regulations of Calicut University
2. To follow the updated pool of common courses as per the syllabus of Calicut University for 2019 admission.
3. To compile a question bank for practical segment apart from the list provided by the University
4. To integrate LMS (Learning Management System) in teaching-learning and promote online assessment for practical assignments
5. To introduce the following modification in the syllabus of VCS5B06 - Computer Organization and Architecture (Fifth Semester) :
 - a. Adhere to the hours per week assigned by the University
 - b. Include the Basics of Digital Electronics in Module I
 - c. Remove the Floating point and Decimal arithmetic operations from second module
 - d. Remove Auxiliary memory from fourth module and reduce the fifth module with the basics of Parallel computing and pipelining

6. Revisions in the syllabus of VCS5B07 - Java Programming (Fifth Semester):
 - a. Include in Module I Introduction to Java language and retain in Module II all the programming constructs used in Java language
 - b. Module III to be modified to include Collections Framework and omit the I/O concepts.
7. Revisions in the Android Programming Course:
 - a. Module I: Include Android resources and omit installation of SDK
 - b. Module II: Include the topics: toast, Notification and intent
 - c. Module IV: Include State management
 - d. Module V: Remove State Management and include real-time saving of data into database
8. Revision in VCS6B11 - Operating Systems
 - a. Shift the Linux programming from second module to the lab section
 - b. Remove Classical Problems of Synchronization from third module and include Disk scheduling algorithms in the Fifth module.
9. Revisions in the syllabus of VDST101 - Fundamentals of Big data (Semester 1) of PG Diploma in Data Science
 - a. The concept of cloud computing is added in the first module
 - b. Shift MapReduce and its working using Java from the fifth module to Spark programming
10. To offer Python programming as the Value Addition for second year students
11. Panel of Examiners

Physics

The Council approved the following recommendations of the Board of Studies convened on 29 April 2019:

1. To adopt the revised syllabi of the UG & PG programmes for 2019 admission
2. To forward the application for the M Phil programme after confirmation of the new M Phil regulation of the University
3. To introduce a new Value addition course on Energy Auditing
4. To initiate Internship programmes in collaboration with Hykon Industry
5. Panel of Examiners

Chemistry

The Academic Council approved the recommendations of the Board of Studies in Chemistry convened on 9 April 2019 cited below:

1. To follow the new regulations of the University of Calicut
2. To follow the revised syllabi of the university of Calicut
3. Panel of Examiners
4. Value addition course on 'A Practical Framework to Research and Development

Botany

The following recommendations of the Board of Studies in Botany convened on 16 April 2019 were approved by the academic Council:

1. As the University has introduced new regulations for UG and PG programmes, the Board proposed following the revised syllabus as suggested by the University BoS for UG and PG 2019 admission.
2. To introduce internship of 5 days for UG and 15 days for PG based on curriculum requirement.
3. To initiate a value addition / add-on course for II year UG students on the basics of computer applications
4. Panel of examiners

Zoology

The Council approved the following recommendations of the BoS convened on 30 April 2019.

1. To follow the revised regulations implemented by the University and the syllabus of the University for 2019 admission.
2. Internship for a period of 5 days for UG and 15 days for PG based on curriculum requirement.
3. Board discussed the introduction of Rubric system for the evaluation of seminars and assignments to be implemented in the new academic year.
4. Board members deliberated on innovative teaching methods apart from the ICT classes and suggested experimenting flipped class room learning, active participatory learning and Journal club discussion group.
5. Panel of examiners

Regarding the Add on Course for II year UG students, the Council advised offering a course on an area related to the discipline like aquaculture/apiculture/ pest infestation/Dairy products in

association with Rosen Fisheries, Arathakkara/ KFRI/ Veterinary University, instead of the proposed “Fabric Painting and Saree Designing”.

Home Science

The recommendations of the BoS in Home Science held on 26 April 2019 was approved by the Academic Council

1. To follow the revised syllabi of the University in the context of the new regulations
2. As per university regulations, there is an option to choose the audit course for PG. The Board proposed opting for Seminar Presentations for Ability Enhancement Course - Sem I and SPSS software for Professional Competency Course – Sem II
3. Panel of examiners

Physical Education

The Council approved the recommendations of the Board cited below :

1. To follow the University syllabus for the Open Course in the 5th Semester
2. To introduce an Add on course in swimming

Economics

The Council approved the recommendations of the Board of Studies with the suggestion to not highlight point number 2 as it is part of the University regulations

1. To follow the new syllabus of the University of Calicut that is applicable for June 2019 admission
2. The option for writing examinations in Malayalam should be given to UG students (As per section 5.2 of new regulations)
3. To offer a Bridge course in Mathematics to the newly admitted students in the UG programme
4. For the efficient and smooth conduct of the internship programme, the students need to be categorized on the basis of their interest and preferences and be associated with appropriate institutions
5. To give UG and PG students application oriented assignments
6. To provide students training in public speaking and communicative skills
7. Panel of examiners

Social Sciences (History, Political Science and Psychology)

The Academic Council approved the Panel of Examiners and the following recommendations of the BoS held on 8 April 2019

Political Science

To follow the complementary syllabus offered by the University of Calicut according to CBCSSUG 2019 regulations.

History

To follow the complementary syllabus offered by the University of Calicut according to CBCSSUG 2019 regulations.

Psychology

To follow the complementary syllabus offered by the University of Calicut according to CBCSSUG 2019 regulations.

Sociology

The Council approved the recommendations mentioned below of the Board of Studies in Sociology held on 29 April 2019:

1. To adopt the revised syllabus of the UG and PG programmes of the University of Calicut in the context of the new regulations
2. Panel of Examiners
3. To continue the Add on Course- Preparatory Course for Administration and Governance offered by the Department considering the interest of the stakeholders
4. Summer internship of ten days for UG and PG students to expose students to community requirements and commitment to society

The Council suggested that the department evaluate and ensure the outcome of the internship so as to make it a meaningful exercise. Regarding Add on course, the Council suggested inviting experts to engage the various sessions so as to provide the learners good exposure.

Commerce

The Academic Council approved the recommendations of the Board of Studies convened on 29 April 2019 on the following matters:

1. To follow the new regulations and syllabi prescribed by the University of Calicut for U.G and P.G batches for 2019
2. The suggestions proposed at the Pre-Board meeting of stakeholders:
 - a. To set up an Accountancy Lab
 - b. To provide practical experience through project work / assignments for the preparation of financial statements in accordance with Schedule 3 of Companies Act.
 - c. To introduce a Certificate Courses on Digital marketing in collaboration with a premium institute
3. Panel of Examiners

Mathematics

The Academic Council approved the recommendations of the Board of Studies presented below:

1. To follow the revised syllabi of the University of Calicut based on the new regulations
2. To initiate innovative teaching and evaluation methods : virtual class room, recorded videos of lectures , online assignments and viva voce examination
3. Panel of examiners

Social Work

The Academic Council approved the recommendations of the Board of Studies presented below:

1. To revise the syllabus of the PG SW programme as per the revised regulations of the University of Calicut. The members expressed their concern regarding the decision of the University to reduce the SW programme credits from 100 to 80 in the new regulations. On enquiry, Dr. Jaya Cherian, Chairperson of the University BOS, informed that the issue has been taken up by the University Board for revision.
2. Initiation of international collaboration with Kadambari Memorial School of Social Work, Nepal, to facilitate student exchange, faculty exchange, internship, research, etc
3. To offer an Add on course in English focusing on report writing and documentation through the Learning Management System or in consultation with the Department of English
4. Panel of Examiners

Agenda 3: Academic Collaboration

The Council confirmed the effort of the institution to collaborate with premium institutions like the School of Social Work, Kadambari Memorial College of Science & Management, Kathmandu, Nepal , St Augustine College of South Africa, Johannesburg

Agenda 4: New Programmes

The Council approved the introduction of new courses proposed by the University, UGC, MHRD, etc. (E g. B Voc, M Voc, Community College) as & when it is offered

Agenda 5: Value Addition and Add on Courses

The Council approved the Value Addition and Add on courses to be conducted in the new academic year

Agenda 6: Approval of Panel of examiners

The Council approved the panel of examiners proposed by the various Boards of Studies

Agenda 7: Any other academic matter

Regarding the choice of Audit courses proposed by the University in the new regulations, the Council resolved to permit the departments to decide taking into consideration the interest of the stakeholders

The meeting concluded at 1 pm with a vote of thanks by Dr O J Joycee, Vice Principal

Sd/-
Dr Sr Beena Jose
Principal

Place: Thrissur
Date: 03/05/2019

