

Minutes of the meeting of Board of Studies  
 in Botany held on 18-01-2016 for the  
 B.Sc Programme at Vimala College, Thessur.

The following members were present.

- 1 Dr. Shula George V. *Shula*
- 2 Dr. Ignatius Antony *Ignatius*
- 3 Dr. Regi Raphael K *Regi Raphael*
- 4 Dr. Chitra G. *Chitra*  
18/1/16
- 5 Dr. C. Narayanan Kutty. *C. Narayanan*  
18/1/16
- 6 Dr. Shuja T- Tharakar. *Shuja*  
18/1/16
- 7 Ms. Smritha P.S. *Smritha*
- 8 Dr. Manju Madhavan *Manju*  
18/1/16

The discussions were based on the rough draft prepared. Each paper was discussed in detail and the following suggestions were put forward by the board.

1. The purpose of the revision is to enhance the depth of knowledge of the students on the basic as well as current topics to get into PG programmes and to become successful in National

level examinations like NET, TRF, ICAR etc. so that they can become either part of various research organizations or get into a job.

2. The process of revisions can be graded so that it will not create sudden upsurge of academic burden on the students.

3. Sem 1 - Paper I - There is not much change in this paper.

Module II - for Dicot root Tinospora/Vigna/ Lycopersicum the num is suggested.

4. Paper 2. Research Methodology and Microbiology  
Module 1 is rearranged for a systematic order of study.

5. Paper 3. Microbiology----Pathology

Module 1 - Items 4 - A brief study is suggested  
Item 6 - Spread plate method is added.

6. In semester V- Paper VI- Systematics  
Module II - Orchidaceae is included.

7. It is recommended to include  
identifications of polyembryony/parthenocarpy  
for core course 7- Embryology - Horticulture  
practicals.

8. In core course 8 of Sem V - General & Bioinformatics

Theory hour adjustment is made between General Inorganic (13-18hrs), Molecular Biology (23 → 27hrs) and Introductory Biotechnology (23 → 18hrs). Module III and IV are deleted as they are repeated in the elective paper.

- No change is suggested for papers of Semester VI

The Board of Studies resolved to approve the revised syllabus of B.Sc Botany with the above mentioned modifications which is to be implemented with effect from 2016 admissions onwards.

Sheela

Dr. Sheela George, V.  
Associate Professor  
Department of Botany  
Vidya College, Tirunelveli-9

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Minutes of the meeting of Board of Studies  
in Botany held on 18.01.2016 for the  
M.Sc Botany Programme at Vimala  
College, Thrissur.

The following members were present-

1. Dr. Shula George V *Shula*
2. Dr. Ignatius Antony *Ignatius*
3. Dr. Regi Raphael K *Regi Raphael*
4. Dr. Chitra G *Chitra*  
*18/1/16*
5. Dr. C Narayanaswamy *C.N.*  
*18/1/16*
6. Dr. Sheya T. Tharakan *Sheya*  
*18/1/16*
7. Ms. Samtha P. S. *Samtha*
8. Dr. Manju Madhavan *Manju*  
*18/1/16*

The rules and regulations regarding the revision of the syllabus was briefed by Dr. Ignatius Antony prior to discussion. Changes made in the PG syllabus was explained for which few suggestions were made from the BOS members.

The University syllabus of M.Sc Botany was not much altered, but new areas were added for increasing the quality and relevance of the topics to be studied. Modern as well as

application aspects were added which could enrich the students with topics needed for the future development of their career. Based on suggestions from the BOT members the following changes were made.

1. BOT members suggested that addition of topics was good but the specificity can only be provided by adding "a brief account" or "detailed account" so that there will be no confusion for the question paper setters. They also suggested that for practicals which is better to add demonstration for those which we do not possess an extensive facility.
2. In the first semester a brief account of the applied aspects were added in Physiology, Bryology and Pteridology. In Mycology, mitosporic fungi was replaced as Deutelomyota which included in a broader sense. In Anatomy, a chapter regarding skin anatomy was added in place of seething anatomy since it is an advanced topic which has relevance in future aspects.
3. The theory part of all other semesters were not changed, but in the practical part for all those which we don't have proper faculty, demonstrations was added so that it could be

taught after the gradual development of extensive faculty.

4. The topics of elective paper was proposed to be passed for all papers given by University so that relevant topics with an aim of future research would be selected which would enable the students to go for greater height in their subject oriented career.

The board of studies resolved to approve the revised syllabus of M.Sc Botany with the above mentioned modifications which is to be implemented with effect from 2016 admissions onwards.

Shreya

Dr. Shreya George, V.  
Associate Professor  
Department of Botany  
Vimala College, Thrissur-9

Minutes of the meeting of Board of Studies in  
Botany held on 18.01.2017 for the B.Sc. Programme  
at Vinayaka College, Thrissur.

The following members were present.

1. Dr. Sheila George V Sheila
2. Dr. Ignatius Antony D. Ignatius
3. Dr. Regi Raphael K. Regi Raphael
4. Dr. Chitra G. C. Chitra
5. Dr. Sr. Meena K. Chevathur Sr. Meena
6. Dr. Sheja T. Tharakar Sheja T. Tharakar
7. Ms. Smitha P. S Smitha P. S.
8. Dr. Manju Madhavan Manju

The meeting was based on the evaluation of I semester VH syllabus. It was discussed in detail and the following suggestions were brought forth.

1. As the syllabus 2016-2017 admission was found satisfactory, the same was suggested for the 2017-18 admission.
2. Examination and results of I semester core and complementary courses were analyzed.
3. It was suggested to follow the same pattern for distribution of marks of Internal

### assessment:

4. PG syllabus was discussed and suggested to continue for 2017-2018 admissions.
5. Examinations and result of PGs was also discussed.
6. It was suggested to follow the same pattern for internal assessment.

Board of Studies showed positive impression towards the above mentioned suggestions and recommended to follow the same for 2017-2018 admissions.

Sheela

Dr. Sheela George. V.  
 Associate Professor  
 Department of Botany  
 Vinula College, Thrissur-9

Minutes of the meeting of Board of Studies in Botany held on 7.11.2017 for the B.Sc and N.Sc Programme at Vimala College, Thrissur.

The following members were present.

1. Dr. Sheila George V.

Sheila

2 Dr. Ignatius Antony

Ignatius

3. Dr. Regi Raphael K.

Regi Raphael

4 Dr. Chitra G.

Chitra

5 Dr. Sheji T. Tharakar

Sheji

6. Ms. Smitha P.S

Smitha

7. Dr. Manju Madhavan.

Manju

Concluding meeting of Board of studies (2016-18) was began at 10 am.

Dr. Sheila George V expressed sincere gratitude towards the members of Board of studies for their whole hearted co-operation throughout the period.

Ms. Smitha P.S and Dr. Manju Madhavan summarised SI and SEMUG results. PG results were also analyzed.

Dr. Ignatius Antony congratulated the faculty members of Botany Department for the 100% pass percentage.

He also suggested that Department

Should start a Certificate Course in addition  
to the curriculum.

On behalf of Botany Department  
Dr. Manju Madhavan thanked each member of  
Board of Studies.

Sheela

Dr. Sheela George, V.

Associate Professor

Department of Botany

Vimala College, Thrissur-9

Minutes of the meeting of Board of Studies in Botany held on 23-01-2018 for the B.Sc and M.Sc Programme at Vimala College, Thrissur.

The following members were present-

1. Dr. Sheila George v. Sheila
2. Dr. Siril E.A Anil
3. Dr. Mary Josephine R.M
4. Dr. C. Narayanan katty R.P
5. Dr. Tessy Paul P Tessy P
6. Dr. Meena Thomas Ierupan Meena
7. Dr. Sheyi T. Tharakkan Sheyi
8. Dr. Manju Madhavan Manju

The meeting began at 11 a.m with a silent prayer. Dr. Sheila George v, Chairman introduced the members of the newly constituted Board of Studies. She explained the agenda of the meeting and about the permissible percentage of changes in the syllabus as suggested by the University.

Dr. Mary Josephine suggested some changes which could be highlighted in the next NAAC accreditation of which preference for job oriented elective papers is a need.

Dr. C. Narayanan Kutty supported this view and suggested to include Research Methodology in PG rather than UG.

The members opined that distribution of credits and hours in the syllabus are not-proportional which needs to be rectified by the University.

Dr. Mary Josephine shared her views on implementing various application level research projects which can be funded by government and nongovernment organizations. She also suggested maintaining the uniformity in paper codes with that of University and to add the academic year to this code for identification of the revised syllabus.

Subject experts pointed out that more hands on experiments should be included in the practicals of next revisions.

Dr. E. A. Sril suggested the inclusion of latest references in the syllabus especially for modern topics.

The Board of Studies resolved to approve the changes which will be made in the syllabus by the University as well as the permissible percentage of changes if required and will be submitted to specially convened BOS for approval.

Subject experts recommended the inclusion of certificate courses which enhance skill development. They also suggested to incorporate the programme and course outcome in the syllabus.

Meeting concluded by vote of thanks by  
Dr. Sheela P. Thasalean.

*Sheela*

Dr. Sheela George. V.  
Associate Professor  
Department of Botany  
Vimala College, Thrissur 9

Minutes of the meeting of Board of Studies in Botany held on 29-11-2018 for the B.Sc and M.Sc Programme at Vinoba College, Thrissur.

The following members were present-

1. Dr. Sheila George V *(Sheila)*
2. Dr. Tessy Paul P. *(TPP)*
3. Dr. C. Narayanan Kutty *(Dr. NK)*
4. Dr. Meena Thomas Iyerpan *(Meena Thomas)*
5. Dr. Sheeba T. Tharakan *(Sheeba)*
6. Dr. Maryu Madhavan *(Maryu)*

The meeting began at 2.30pm with a silent prayer. Dr. Sheila George V explained the agenda of the meeting - in the implementation of third elective in IV semester M.Sc Botany. The department decided to opt the elective - VPB4E03 Genetics and Crop improvement. She invited suggestions regarding the opted elective paper, as per the order from University of Calicut.

Dr. Narayanan Kutty pointed out that syllabus must include breeding techniques of rice, maize, banana, coconut, cocoa, pepper, cucurbits, tomato, chilly, ginger and cashew. In practical session, breeding techniques of above mentioned crops should be included instead of floral biology. Toward

and wheat excluded from the syllabus as the climate is not suitable for their growth in our area. The members agreed for a twenty days internship at Agricultural University, Mysore from next academic year onwards.

Board of Studies recommended for incorporating the elective paper Genetics and Crop Improvement in IV semester M.Sc Botany Syllabus from this year onwards with the above mentioned changes.

Sheela

Dr Sheela George U  
Associate Professor  
Department of Botany  
Uimala College, Thrissur

Minutes of the meeting of Board of Studies  
 in Botany held on 16-04-2019 for the B.Sc  
 and M.Sc Programme at Vimala College, Thrissur

The following members were present:-

1. Dr. Shela George V. *Shela George V*  
16/4/19
2. Dr. Tessy Paul P. *L.P.P.*  
16/4/19
3. Dr. Meena Thomas Trampas *Meena Thomas*
4. Dr. Sisil E. A. *S.E.A.*
5. Dr. Shejja T. Tharakkan *Shejja T. Tharakkan*
6. Dr. Manju Madhavan *Manju*

The meeting began at 10.30 am with a silent prayer. Dr. Shela George V explained the agenda of the meeting:-

- (1) Implementation of regulations for CBCSSUG and CBCSSPG - 2019 and it was decided to implement the new regulation issued by the University for UG and PG. It was also decided to follow the revised syllabus as suggested by the University BOS for UG and PG from 2019 June admission onwards.
- (2) The members of BOS agreed for 5 days internship for UG and 15 days internship for PG on a relevant subject related to curriculum.

(3) It was decided to conduct value addition course for II year UG students on basics on computer Applications.

The meeting came to an end by 12 noon.

Sheela

Dr Sheela George U  
Associate Professor  
Department of Botany  
Vimala College, Thrissur-9

Minutes of the meeting of Board of studies in Botany held on 14-01-2020 for the B.Sc and M.Sc Programme at Vimala College, Thrissur.

The following members were present.

1. Dr. Sheila George V. Sheila
2. Dr. Tessy Paul P. c/o ID  
14/01/2020
3. Dr C Narayananatty C.N.
4. Dr Meenal Thomas Trumpan M.eenathu
5. Dr Sheya T Tharakam Sheya Tharakam
6. Dr Manju Madhavan. Manju

The meeting began at 10.30 am with a silent prayer. Dr. Sheila George V explained the agenda of the meeting - Discussing PG and UG syllabus.

The board recommended the following changes in the UG and PG curriculum.

1. In I sem UG core Course Paper 1 - BOT 1BOT - Angiosperm Anatomy, Reproductive Botany and Palynology, there is a difficulty in obtaining the sections of primary stage Pea root. Hence it is decided to replace this by the study of primary structure of Tinospora root.
2. V sem Open Course Basic Tissue culture detailed study of transgenic plant production Module V is deleted and instead significance of transgenic plant production is added as an application under Module W.

3. Veem UG core course Cell Biology and Biochemistry  
 The board recommended to add the topics like qualitative and quantitative evaluations of plant metabolites under Phytochemistry and Pharmacognosy as training programme or as seminar as they are helpful in doing project works.

4. II sem PG course CT06- Cell Biology, Molecular Biology and Biophysics, lacks topics like Immunology and in Molecular techniques like Circular dichroism, Mass Spectrometry, NMR and ESR spectroscopy etc- which are very important for scoring CSIR-NET competitive examinations. Hence the board recommended conducting a seminar or workshop for PG students on the above topics.

5. The board recommended adding case studies related to forest environment topics instead of Environmental Hazards in II sem PG course CT08 -Plant Ecology, Conservation Biology, Phylogeography and Forest Botany. This will help to sensitise the students the current environment scenario. The topics will be dealt as student presentations.

6. In the IV sem PG course two elective papers has to be selected from Two groups -Elective I (E<sub>I</sub>) and Elective II (E<sub>II</sub>). From Elective I the paper so selected is ET01-3 Plant tissue culture and from Elective II Paper selected is ET02-2 Pathology of plantation crops and spics.

7. It is recommended to continue the Value

Addition course on MS Office G-Basics for  
IV and V sem UG students

8. It is also recommended to conduct open book  
exams for SII UG and an online examination  
for SIII PG.

Meeting came to an end by 11.30

Sheela

Dr Sheela George V  
Associate Professor  
Department of Botany  
Vimala College, Thrissur-9

Minutes of the meeting of Board of Studies  
in Botany held on 12<sup>th</sup> October 2020

The meeting began at 11 am with a silent prayer. The Chairman, Bos, Dr. Sheja T Tharakan welcomed the board members and invited them to pour on their valuable suggestions on programmes and activities to be taken up by the department for enriching the curriculum. The meeting was conducted online via Google Meet, ID:meet.google.com/qmt-tmd-zae.

The following members were present during the meeting

1. Chairperson

Dr. Sheja T Tharakan

Assistant Professor

Dept. of Botany,

Vimala Collg. (Autonomous)  
Thrissur

2. University Rep

Dr. Regi Raphael. K

Associate Professor

Dept. of Botany

St. Mary's College, Thrissur

3. Subject Expert

Dr. Sisil E.A

Associate Professor

Department of Botany

University of Kerala, Triv

4. Subject Expert

Dr. Parimelazhagan Thangaraj

Professor, Dept. of Botany

Bharathiar University

Coimbatore

5. Member

Smt. Smitha P.S

Assistant Professor, Dept. of Botany

Vimala Collg. (Autonomous) Thrissur

6. Member	: Dr. Maria Madhavan Assistant Professor Dept. of Botany Vimala College (Autonomous), Trivandrum
7. Member	: Dr. Siley Mathew Assistant Professor Dept. of Botany Vimala College (Autonomous), Trivandrum
8. Member from Research Organisation	: Dr. C. Narayanan Kutty Associate Dean College of Horticulture Vellanikara
9. A	Thirumurthy
9. Alumnus Representative	: Dr. Jerry Paul P Associate Professor Department of Botany Christ College (Autonomous), Trivandrum

The Chairman presented the minutes of previous Bos and agenda of the current meeting. The recommendations proposed by previous Bos and Academic Council was implemented accordingly.

The Agenda of Bos Meeting was as follows:

1. Approval of the syllabus and curriculum of Add on and Value addition courses
2. Conduct of Practical, Field work, Study Tour, Projects in the context of covid 19
3. Evaluation of Tenth Level assessment, Bridge courses and Remedial teaching
4. Discussion on the feedback received by the stake holders and action plan
5. Methodologies for innovative teaching and evaluation techniques.

6. Evaluation of the implementation of online classes
7. Departmental Protocol on Green practices
8. Matters regarding Research Promotion, Innovative activities Extension activities, DBT
9. Internship - Discipline Specific or general (Online or Onsite)
10. Suggest Panel of names to the Academic Council for appointment of examiners
11. Other academic activities of the department
12. Any other matter that may arise.

**Agenda 1:** A new value addition course on, 'Indigenous Knowledge of herbal medicines in Kerala was designed in collaboration with Amrita School of Ayurveda, Amrita Viswa Vidhyapeetham Amrita University, Kollam. The syllabus and MoU of the same was presented before the Board members for their approval. The Board evaluated the necessity of such value addition courses and approved and recommended it unanimously.

**Agenda 2:** The Chairperson also mentioned about the inability to carry out practical sessions and the efforts taken to complete theory classes.

**Agenda 3:** An entry level assessment of the newly joined students of both UG and PG were carried out and Advanced and slow learners were identified based on their performance. Peer teaching, mentoring and special tutoring was chosen as the remedial coaching methods for the slow learners.

Agenda 4: Considering the feedback of stakeholders to introduce value addition courses, the department proposed to offer value addition courses and training programmes to enhance the employability of students and to bridge the gap between the academy and industry.

Agenda 5: The student progress is regularly monitored through the assignments, seminars and quiz. Peer learning is also practiced among the students as a learning strategy, where a few advanced learners in each respective class are chosen as peer leaders and they assist the weak students in their academics. Feedbacks regarding online classes were collected from the students and parents. A few of them pointed out their grievances in attending online classes due to poor network issues. This issue was overcome by supplementing course materials through various social media platforms such as WhatsApp and Facebook.

Agenda 6: The Chairperson of the BOS presented a brief report of the online classes undertaken by the department due to Covid 19 pandemic. The classes are handled via different online platforms such as Google meet, Moodle and Linways. The faculty members are effectively engaging their live classes and provides learning materials through such platforms.

**Agenda 7:** The external members of the Board appreciated the department for maintaining a Green protocol by avoiding plastic materials and encouraging eco-friendly materials. A SOP of laboratory use has also been displayed in the Botany lab.

**Agenda 8:** The Board also evaluated the current practices adopted by the department as part of promoting research aptitude among the students - 'Enflammer' - Journal Club to invoke research interests and Biodiversity Club to inculcate Biodiversity conservation. Apart from these, the students and faculty actively participate in V-TRACK (Turning Research Aspirants for Knowledge Creation) and V-Inspiration initiated by the IQAC of the College.

In order to enhance the extension activities of the department, the chairperson presented a plan to strengthen the existing vermi-composting and mushroom cultivation, which was appreciated by the external members.

**Agenda 9:** The Board explored online opportunities for internships in their area of study due to the prevailing Pandemic situation and resolved to encourage to take up online internships.

(Contd.)

## Other Recommendations provided by the Board Members

- More value addition courses focusing on employability and entrepreneurial skills such as mushroom cultivation, vericomposting and plant propagation techniques could be taken up.
- Research interests of the students could be encouraged to produce review papers and publish it in high impact factor Scopus indexed journals.
- Students in the Journal Club can be motivated towards more research institute expeditions and come up as trainees in such institutes.
- SOP to be displayed on common places in the department.
- Student Research projects could be taken up by choosing topics related to biodiversity and plant identification and molecular characterization by making use of advanced mobile applications.
- Students can make a brief report on the research activities undergoing in various research institutions via their websites which can be considered as an alternative to live laboratory visits.

~~(TMT) Latha~~

Dr. Sheela T Tharakan  
 Asst. Professor & Head  
 Department of Botany  
 Vimala College (Autonomous)  
 Thrissur - 680 009

## Minutes of Bos Meeting held on 22<sup>nd</sup> March 2021

The meeting began at 10 am with a silent prayer. The Chairman, Bos, Dr. Sheya T Tharakan welcomed the board members. The meeting was conducted online via google meet; <https://meet.google.com/keh-ffhn-xtm>.

The following members were present during the meeting:

1. Chairperson : Dr. Sheya T Tharakan

2. University Nominee : Dr. Regi Raphael

3. Subject Expert : Dr. Sasi E A

4. Subject Expert : Dr. Parimelazagan

5. Member : Smt. Smritha P S

6. Member : Dr. Manju Madhavan

7. Member : Dr. Sr. Silvy Mathew

8. Student Representative : Dr. Teey Paul

The Chairman presented the minutes of the previous Bos and the action taken report of the recommendations.

The Chairman presented the minutes and agenda of current meeting.

The Agenda of the BoS meeting was as follows:

1. Evaluation of UG & PG Results 2020-2021
2. Conduct of Practical, Field work, Study Tour, Project in the context of COVID-19
3. Discussion on the initiation of B.Voc/M.Voc courses.

### Agenda 1.

The results of UG and PG programmes 2019-2020 were presented before the Board of members. The Board evaluated the results and compared it with University results. They appreciated the department for the outstanding results (100%).

### Agenda 2

The implementation of University guidelines for the conduct of student research projects/study tour and practicals during Covid 19 pandemic was approved by the Board members and to be followed by the College.

### Agenda 3

The Board recommended the initiation of suitable new B.Voc/Diploma Courses focusing employability for the students with biological science background as per UGC guidelines. The Board entrusted the faculty of the department to design a suitable programme considering current demand and employability of students.

The meeting concluded by vote of thanks by Prof. Smitha P.S.