

Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) (GC/18.02) held at 03.00 pm on 06th April 2018 in the IQAC Conference Hall, CMS College Kottayam.

Members Present

- 1) Very. Rev. Daniel George, Bishops Commissary – CSI Madhya Kerala Diocese: **Chairman**
 - 2) Rev. Thomas Paikad, Treasurer - CSI Madhya Kerala Diocese, Kottayam : **Member**
 - 3) Dr. Varghese C Joshua, Member & Vice Principal - CMS College Kottayam : **Member**
 - 4) Dr. Tomy Mathew, Member & HOD – Commerce : **Member**
 - 5) Dr. Mini Chacko, Member & HOD – Botany : **Member**
 - 6) Dr. Soma Bandhophdyay – UGC Nominee: **Member**
 - 7) Dr. K.K Damodaran, Government Nominee: **Member**
 - 8) Dr. Beena Mathew – Mahatma University Nominee : **Member**
- Also present Dr. Roy Sam Daniel, Principal (**Ex-officio Secretary**)

Inconvenience of Rev. John Issac, Rev. Jacob George and Sri. Jacob Philip Monkuzhy to attend the meeting was recorded.

The meeting was presided over by Very. Rev. Daniel George, Bishops Commissary – CSI Madhya Kerala Diocese, Kottayam. Principal welcomed the members. Chairman delivered introductory speech.

Dr. Roy Sam Daniel, Ex-officio Secretary read the minutes of previous meeting (GC/18.01 dated 15.02.2018) and the members unanimously approved the same.

Action Taken:

1) Academic Regulation of UG Programs for the year 2018

The member secretary reported that the academic regulation of UG programs of CMS College Kottayam (Autonomous) for the year 2018 which is approved by the Academic Council is forwarded to the Governing Council for final approval.

2) Curriculum Revision.

The member secretary reported that the process of curriculum revision is completed. Board of Studies meeting of all the departments have approved the curriculum of Undergraduate Programmes offered by all academic departments. Academic council meeting held on 04.04.2018 approved the Academic regulations 2018 and the revised curriculum for undergraduate programmes, which is forwarded to the Governing Council for final approval.

3) Change in elective course.

Principal reported that a detailed study and analysis is undergoing regarding elective change of Batch B of B.Com Model 1 program from Finance & Taxation to Logistics Management. Currently University is offering Logistics Management under Model III program. Demand for Model III programs among students is comparatively low. It is planned to give a formal request in writing to Mahatma Gandhi University to include Logistics Management program into Model 1 program category considering the demand of course among students and placement.

4) Department wise Accreditation.

Dr. Varghese C Joshua reported that the frame work for Department wise Accreditation is in process and the same is expected to be completed by last week of April 2018.

Agenda : Item 1

(a) Approval of UG Academic Regulations 2018 CMS College Kottayam.

The academic regulations approved by the Academic Council held on 4th April 2018 were presented for the consideration and final approval of the Governing Council. It is titled as UG Academic Regulations 2018 of CMS College Kottayam. The regulations had proposed that total credit required to qualify for a UG programme is 122. Two credits are additionally incorporated for a 15 days/100 hours summer Internship for a service learning programme, as an elective course, as per the UGC directive F.No. 9-10/2018(CPP-II) dated 23rd March 2018.

Dr. Beena Mathew, representative from Mahatma Gandhi University expressed reservation over the change from University pattern which is only 120 credits. Dr. Damodaran, representative from Govt. of Kerala also supported the opinion of University Representative. Dr. Soma Bandhopadhyay, representative from the UGC suggested that UGC enforces only on minimum 120 credits and the Autonomous Colleges who want to go for academic innovation and excellence can incorporate more credit and credit contents into the programme.

After discussion the Governing Council resolved to follow the university pattern with regard to the minimum number of credits to qualify for a UG Programme which should be 120 credits. It was decided that internship on Service Learning area shall be offered separately as an elective course, with two extra *that will not figure in the Grade card issued by the university*

The UG Academic regulations 2018 CMS College Kottayam is in conformity with section 110 of University Laws (third amendment) ordinance 2014 and the academic regulation conforms substantially to the duration, number of credits, evaluation and grading system followed by the Mahatma Gandhi University. Governing Council approved the UG Academic regulations 2018 CMS College Kottayam, w.e.f 2018 admissions.

(b) Approval of Curriculum and Syllabi of UG Programmes.

The revised curriculum of the existing 14 UG programmes which were presented and approved by the respective Department Board of Studies on various dates, and the Academic Council held on 4th April 2018.

The member secretary reported that the present curriculum of UG programmes is restructured as per the revised NAAC criterion on Curricular aspects. As such the 'Graduate Programme Outcome' (GPO) of the institution is mapped with the corresponding 'Programme Specific outcomes' (PSO), which was further mapped with the 'Course Outcomes' (CO). Course contents which were already learned by students in their pre qualifying exams were deleted and were replaced with topics in line with the UGC curriculum, with the aim of attaining national and international standards. Due emphasis has been given to incorporate local contents, impart gender sensitivity, environmental consciousness and include skill oriented programmes while meeting the requirements at the national and global levels.

The revised curriculum of the following UG programmes were presented

1. B A English Language and Literature
2. B A Malayalam(Vocational)
3. B A Economics
4. B A History
5. B Sc Mathematics
6. B Sc Physics
7. B Sc Chemistry
8. B Sc Botany
9. B Sc Zoology
10. B Sc Family and Community Science (Home Science)

11. B.Com(Finance & Taxation)
12. B Sc Botany and Biotechnology (Double Main)
13. B A English Literature, Communication and Journalism (Triple Main)
14. BCA

It was decided to approve the curriculum and syllabi approved by the respective Board of Studies on various dates and the Academic Council on 4th April 2018.

Agenda : Item 2

Approval of Academic Regulation & Curriculum of PG Programs.

Member Secretary reported that no change is currently proposed on the PG Academic Regulations and Curriculum of Mahatma Gandhi University as the Mahatma Gandhi University is in the process of curriculum revision for PG Programmes.

After discussion, it was decided to adopt the Academic Regulations, curriculum and syllabi of Mahatma Gandhi University, which the Mahatma Gandhi University followed for PG 2017 admissions, as Academic Regulations, curriculum and syllabi for PG programmes of CMS College (Autonomous) Kottayam, which shall be followed by the CMS College (Autonomous) Kottayam from 2018 admissions.

It was decided to give approval for the decision of the Academic Council dated 4th April 2018, with regard to the adoption of the Academic Regulations, curriculum and syllabi of Mahatma Gandhi University, which the Mahatma Gandhi University followed for PG 2017 admissions, as Academic Regulations, curriculum and syllabi for PG programmes of CMS College (Autonomous) Kottayam, from 2018 admissions for the following existing PG programmes.

- 1) MA English Language and Literature
- 2) MA Sociology
- 3) MA History
- 4) MA Malayalam
- 5) M.SC Mathematics
- 6) M.Sc Physics
- 7) M.Sc Applied Physics
- 8) M.Sc Chemistry
- 9) M.Sc Applied Chemistry
- 10) M.Sc Analytical Chemistry
- 11) M.Sc Botany
- 12) M.Sc Zoology
- 13) M.Sc Biotechnology
- 14) M.Sc Dietetics & Food Service Management
- 15) M.Com

Agenda : Item 3

Approval of Academic Regulation & Curriculum of Extra Credit Courses

Member secretary stated that, extra credit courses are offered to fill the knowledge gap between the graduates from this institution and graduates from institutes of national/international repute. As per UG Academic Regulations 2018 of CMS College (Autonomous) Kottayam, the respective credits will be awarded to those students who qualify the extra credit courses through self study. The extra credits acquired will be shown overleaf of the grade card issued by the College as EXT.

The following extra credit programmes which were approved by the respective Board of Studies and the Academic Council were presented viz.

- Communication Skills and Soft Skills Development (Department of English)
- *Thirakatha Padanam, Loka Sahithya Parichayam* (Department of Malayalam)

- Environmental Microbiology, Genomics and Proteomics (Department of Zoology)
- Processing of fruits and vegetables, Solid waste management (Department of Botany)
- Numerical methods & data analysis in chemistry (Department of Chemistry)
- Basic Instrumental Skills And Electrical Circuits, Scientific Computational Physics (Department of Physics)
- Tourism Studies, Trade History of Kerala, Business Communication (Department of Commerce)
- A Brief History of Science and Technology in India (Department of History)
- Economics of Infrastructure (Department of Economics)

It was decided to approve the decision of the respective Board of Studies and the Academic Council dated 4th April 2018, as regards Extra Credit Courses.

Agenda :Item 4

Approval of Academic Regulation & Curriculum of Add on Courses

It was stated that, Add on courses are offered to impart skill to the students to make the existing programmes more employable. The following add on programmes which were approved by the respective Board of Studies and the Academic Council held on 4th April 2018, were presented

- Mathematics for Economics (Department of Economics)
- Data Processing using Excel, Computerized Accounting (Department of Commerce)
- Optics of Photography (Department of Physics)
- Computational Molecular Modelling (Department of Chemistry)
- Medicinal and Ornamental Plants (Department of Botany)
- Applied biology for sustainable livelihood 1 , Applied biology for sustainable livelihood II (Department of Zoology)
- Cyber Security, Dot-Net Applications, Programming with Python, (Department of Computer Science)
- Certificate course in Indian Society, Certificate course in Indian Culture, Certificate course in Life Skills Management (Department of English)
- Certificate course in Fashion Designing, Diploma course in fashion designing, Advanced Diploma Course in Fashion Designing (Department of Family and Community Science)

It was decided to approve the decision of the respective Board of Studies of CMS College (Autonomous) Kottayam and the Academic Council of CMS College (Autonomous) Kottayam dated 4th April 2018, with regard to the Add on Courses.

Item 5 - Other items

University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018.

The Govt. Nominee Dr. K.K Damodaran sought clarification regarding the implementation of UGC Regulation 2018 by the College. The Member secretary reported that since it is a regulation published in the gazette, the college is expected to adhere to these regulations. Dr. K.K Damodaran stated that as per Sec.1.2 of the UGC regulations 2018, it is applicable to the Colleges and Universities which are seeking for the conferment of the autonomous status. The Member secretary tabled the UGC circular F.1-1/2012(AC) dated 02nd April 2018 directing the autonomous colleges and universities for the strict enforcement of 2018 UGC regulations for autonomous colleges.

After discussion it was decided to seek clarification from all the relevant authorities including the Government of Kerala regarding the applicability of the UGC Regulation 2018.

Dr. Varghese C. Joshua rendered vote of thanks.

The meeting came to a close at 05.00 pm.

s/d
Dr. Roy Sam Daniel

(Ex-Officio Secretary)