

ACADEMIC COUNCIL

Report of meeting held through Circulation by Mail

2019-20

The emergence of the Coronavirus pandemic had delayed our Academic Council Meeting which had been scheduled in April 2020. The current situation thus prompted us to have a deliberation with the esteemed members of Academic Council through mail in the interest of the well-being of all. This would enable us to arrive at a consensus on various academic issues pertaining to the academic excellence of the institution.

An e-mail was circulated to all Academic Council members on the 30th of October 2020 requesting to go through the attachments which encapsulated the following:

1. Minutes of the last Academic Council meeting held on 16.09.2019
2. Syllabi of Semester V (for all courses) and of Semester I and III of certain courses (list attached)
3. M.Sc. in Big Data Analytics – New Course to be introduced
4. M.Sc. Chemistry – Criteria of Admission
5. Credits of BCom and B. Voc. (Travel & Tourism)
6. Report of Academic Audit
7. List of activities conducted during the lockdown period
8. Academic plans for the first half of 2020-21

To ensure a smooth functioning of academic matters, the members were requested to go through the attachments and pass a resolution, in the attached format, to ratify the following issues:

1. Minutes of the last Academic Council meeting
2. Syllabi of Semester V (for all courses) and of Semester I and III of certain courses
3. Introduction of new course on M.Sc. in Big Data Analytics
4. Credits of BCom and B. Voc. (Travel & Tourism)

The ratifications of the above points of agenda in the specified resolution format were given by the following members:

1. Professor Uttara Sahasrabuddhe, University Nominee
2. Professor, B.M. Bhanage, University Nominee
3. Fr. Dr. Frazer Mascarenhas, S.J., Educationist
4. Dr Sreela Dasgupta, Member Secretary, Academic Council, Academic Head & IQAC Coordinator
5. Ms Sarita Jaishankar, Academic Head, HoD Economics
6. Dr Ruchi D. Chaturvedi, Vice Principal Arts
7. Dr Brijesh N. Singh, Vice Principal Science, HoD Chemistry
8. Dr Sushil Kulkarni, Controller of Examinations, HoD Mathematics
9. Ms Simmin Bawa, HoD Philosophy
10. Dr Kruti Pandya, Joint Coordinator, Biotechnology
11. Mr Jimmy Wankhadia, Senior Faculty nominated by Principal

All members expressed their appreciation of the efforts shown by the college towards engagement of students and teachers in various activities during lockdown period.

ACADEMIC COUNCIL

2020-2021

Minutes of Meeting

Date: Saturday, 7th August, 2021

Venue: Zoom platform

Members present:

1. Dr Ashok G Wadia – Principal
2. Mr Santosh G Ghag – HOD, Accountancy & Financial Management
3. Ms Yasmin Singaporewala – HOD BCom (A&F), (B&I), (F&M)

4. Dr Kruti Pandya – Coordinator, Biotechnology
5. Dr. Sangeeta Godbole - HOD, Botany
6. Dr Brijesh Singh – HOD, Chemistry
7. Ms Sarita Jaishankar – HOD, Economics
8. Ms June R Dias – HOD, English
9. Dr Udhav B Zarekar – HOD, EVS
10. Ms Safina Rakhangli – HOD, History & Foundation Course
11. Mr Wilson Rao – HOD, Information technology & Software development
12. Ms Niloufer K Kotwal – HOD, Life Science
13. Dr Rakhi Sharma – HOD, Management Studies
14. Ms Roonal Kataria – HOD, Microbiology
15. Dr Sushil T Kulkarni – HOD, Mathematics
16. Dr Nissey Sunil - Coordinator, Biotechnology
17. Ms Simmin Bawa – HOD, Philosophy
18. Mr Saiprasad Shetty – Coordinator, BMM
19. Ms Naziya Khan - Coordinator, BMM
20. Dr Manisha Deshpande – HOD, Physics
21. Dr Reema Julka – HOD, Political Science
22. Ms Monica Kumar – HOD, Psychology
23. Dr Archana Mishra – HOD, Travel & Tourism Management

Four Teachers of the College representing different categories on Seniority

24. Ms Leena Upadhye – Mathematics
25. Dr Shipra Biswas - Chemistry

Experts/Academicians representing such areas as Industry, Law, Education, Medicine, etc. nominated by the Governing body

26. Fr. Dr Frazer Mascarenhas, SJ – Educationist

Nominees of the University

27. Prof Uttara Sahasrabudhe – Prof University Department of Political Science
28. Prof. B.M. Bhanage – Professor, ICT (Chemistry)

Member Secretary nominated by Principal

29. Dr Sreela Dasgupta

Special invitees

30. Mr Gokul Ganesan, Coordinator, MSc Chemistry

31. Mr Maurice Monis, Registrar

Members absent:

1. Mr Ashok N Kotangale – HOD, Business Law
2. Dr Hasina Saayed- HOD, Commerce
3. Mr Ravindranath Tiwari – I/c Hindi
4. Ms Avryl D'Cruz – I/c French
5. Ms N K Jyothi – Arts
6. Mr Jimmy Wankhadia – Commerce
7. Dr Phiroza Parikh – Medicine
8. Prof Suvarna Kulkarni – Professor – IIT (Chemistry)
9. Mr Sharad Sanghi - Industrialist

Agenda:

1. Minutes of previous meeting
2. Justification of resolutions passed through circulation
3. Introduction of new degree program - BBA
4. Academic Audit Report
5. Feedback from Stakeholders - 2020-21
6. Action plan for 2021-22
7. Result Analysis 2020-21
8. Any other matter

Minutes:

The meeting began with the permission of the Chair, Principal Dr Ashok Wadia. Principal Wadia placed on record the leave of absence requested by the nominated industrialist, Mr Sharad Sanghi. The Member Secretary, Dr Sreela Dasgupta welcomed all members on the virtual platform and then took up the points on the Agenda, one by one.

1. Minutes of previous meeting

Principal Dr Wadia explained the reason for conducting the previous Academic Council meet by circulation due to the pandemic situation. An email had been sent to all members on the 30th of October, 2020 and their suggestions sought. Prof Uttara Sahasrabuddhe appreciated this form of conduct of meeting. She placed on record that a virtual meet is definitely not a luxury and in this way members got sufficient time to respond with suggestions.

Approval of Minutes of previous meeting

Proposed	Approved
Fr (Dr) Frazer Mascarenhas	Prof Uttara Sahasrabuddhe

2. Justification of resolutions passed through circulation

A total of seven resolutions had been circulated by mail for approval. Dr Wadia explained that this was done so as to allow the implementation of academic activities on time.

- a. Condonation of incomplete AAA credits **only** for the batch of 2018-21
- b. Promotion to TY, of students with backlog in any lower Semester

Ms Sarita Jaishankar, Academic Head, was invited to give the justification for these. She explained that the relaxation was made in view of the Pandemic as it did not appear fait to hold back students who could not complete the mandatory credits or clear the earlier KT exams due to the unprecedented conditions. However, she clarified that the number of AAA credits earned were mentioned clearly in the Grade Card. Also, a student was promoted to TY

only if there were no cross KTs . Fr Frazer commented that it was a good proposition which ensured that students were not victimised under the prevailing pandemic conditions.

- c. Introduction of Online Entrance Exam (OEE) for admission to the First Year Self Financing Degree programs from the Academic Year 2021 -2022
- d. Introduction of Online Entrance Exam (OEE) for post-graduate programs – MSc Big Data Analytics & MSc Chemistry from the Academic Year 2021 -2022

Dr Wadia was invited to give the justification for these. He explained that Jai Hind always receives a large number of applications pan India especially for the self-financing programs and hence it was necessary to maintain parity between the varied marking systems adopted by the different boards in view of the fact that no exams were conducted. The OEE however was not a common one but specific to each program applied for. 40% weightage was being given to XII marks and 60% to OEE. A minimum fee of Rs 500/- was kept as the entrance fee for one such OEE and a maximum of Rs 1000/- if more than one program was applied for. All members unanimously supported the move especially since due credit was also given to Std XII marks as pointed out by Fr Frazer.

- e. Conversion of the Vocational Degree Programs –
 - i. B. Voc. Degree Program in Travel & Tourism Management
 - ii. B. Voc. Degree Program in Software Development

into Self-financing programs with effect from the Academic year 2021-2022

The Registrar, Mr Maurice Monis, was invited to give the justification for these. He explained that these vocational program were funded by UGC for the first 5 years after their inception after which the college was informed through email that no further funding will be provided although the UGC shall continue to recognise them. The first year following this, 2020-21, being a pandemic year, the Management had borne the finances. However, 2021-22 onwards, it has been made self-financed with an enhanced fee structure to make their sustainability feasible. Fr Frazer commented that it was inevitable to take this step but stressed the need to keep the essence of the course vocational in nature. Prof Uttara enquired if the students could pay the fee in instalments. Dr Wadia clarified that such provision was made available not only to such courses but also to other Grant-in-Aid programs especially

during the pandemic to the extent of even a complete fee waiver if the situation so demanded. He explained that the move was specially adopted as Jai Hind, unlike some other colleges, did not wish to close these programs as they were good programs with excellent visiting faculty under the supervision of dedicated coordinators. Prof Uttara commented that she was sure the Management of Jai Hind will continue its support. Dr Wadia replied to Prof Bhanage's query that the nomenclature of the course will remain unchanged and that Masters in the said programs was also available to students albeit not in Mumbai university.

- f. M.Sc. in Chemistry (Aided) into Self-Financed Program with an increase in intake from 10 to 20, and the additional intake seats to have an enhanced fee structure

Mr Gokul Ganesan, Coordinator, MSc was invited to give the justification. He explained that since the college became Autonomous in 2018, the workload of engaging the Theory lectures for the PG program had come upon the Jai hind faculty which amounted to engaging 48 units for 3 specialisations. Although the Management was supportive and had made contractual appointments, it still had a skewed ratio and hence limited the scope of the program. Prof Bhanage agreed on the viewpoint presented.

3. Introduction of new Self-Financed Degree Program – Bachelor in Business Administration or BBA, an Industry Integrated Program with TCS from the Academic Year 2021 -2022

Dr Rakhi Sharma, Coordinator of the program, was invited to give the justification. She presented the objectives, outcomes and key features of the course and pointed out that the course was designed with respect to Business process Services to bridge the gap between Industry-Academia. In answer to Prof Uttara's query, Dr Wadia clarified that although TCS will be recruiting on-campus, other industries will also be welcome. He explained that although the program was in collaboration with TCS and the latter had their representative on the BOS, the syllabi will not be dictated by them but will incorporate the views of other eminent persons on BOS. The reason why TCS was selected was based on their brand value

and their ability to analyse the needs of industry as they were open and appreciative of new ideas. All members unanimously agreed that the course will definitely prove to be a dynamic one.

Proposed	Approved
Fr (Dr) Frazer Mascarenhas	Prof Bhanage

4. Academic Audit Report

The academic audit report was presented by the IQAC Coordinator, Dr Sreela Dasgupta. The audit was conducted for 2019-20 on two days- 29th May and 7th June, 2021. The team included Principal (Dr) Sr Ananda Amrita mahal – Principal, Sophia College (Autonomous) for Women, Mumbai, Principal (Dr) Hrishikesh Soman – Symbiosis College of Arts & Commerce, Pune, and Principal (Dr) Pradnya Prabhu – K J Somaiya College of Science & Commerce. The Departments had prepared their presentations which were circulated by mail to the Auditors following which there was an interactive discussion with each individual department. The departments were assessed on predesigned rubrics which helped them realize their strengths and challenges. In addition, the Library, Accounts & Administration and the Examination System also presented their progress report. These were then discussed with the members. Fr Frazer said that it was a very good exercise which helped monitor results. This will help the college to progress to the next level.

Proposed	Approved
Fr (Dr) Frazer Mascarenhas	Prof Uttara Sahasrabuddhe

5. Feedback from Stakeholders - 2020-21

Ms Niloufer Kotwal, Deputy Coordinator, IQAC, was invited to present the Feedback analyses. She explained that this time the feedback was institutionalised and a 360° feedback.

Dr Wadia mentioned some of the initiatives undertaken on the basis of the feedback, such as e-Shodh, on online research meet and e-Internships such as the one with IWSA.

6. Action plan for 2021-22

Ms Sarita Jaishankar, Academic Head, presented the Plan of Action for 2021-22. She explained that these were based on the feedbacks analysed. These included AAA and AA policy guidelines, Internship policy and Placement Policy, Appointment of additional Academic Head Dr Rakhi Sharma, Clearly defined roles for Academic Heads, and Innovations to be introduced in Continuous Assessments. Fr Frazer appreciated the efforts. He said that frequent interactions are also required amongst the faculty within a department for such long-term goals to be achieved. Clarifying Prof Bhanage's query, Dr Wadia said that the AAA Credits were reflected in the Grade Cards of students in line with the requirements of foreign Universities.

10. Result Analysis 2020-21

Mr Wilson Rao, Controller of Examination, was invited to present the Result Analysis of 2020-21. He presented a detailed graphical analysis course-wise of individual departments for the TY batch as well as of other semesters. The results he stated, were declared within 30 days of conduct of exam and Grade Cards were issued to all such students who placed an application of urgent requirement. Mock tests were conducted for the online exams. The online tests were proctored which minimised unfair means cases. Only 15 students were called before the Unfair Means Committee for redressal. The Timeline of the Examination system was also presented. Future plans included a review of the Continuous Assessments, Automated Processing of Results, These measures will prove beneficial to students in the long run. Fr Frazer suggested the use of Project submission with due Plagiarism checks as a means of quality measure to be used along with MCQ for assessment. Dr Wadia clarified that such measures were definitely helpful but was not implemented fully owing to constraints presented by large numbers in Commerce. Prof Bhanage enquired if the Offline vs Online results were compared and it was confirmed by the CoE, Mr Wilson that it was done and found to be better in the Online mode. However, the situation demanded this and the choice

does not lie with us. Dr Wadia pointed out that in Sciences, there was a 1:1 interaction with faculty during Viva Voce of students which was found to be helpful. Dr Sreela Dasgupta pointed out that the results were not very much skewed as was evident in the % number of students receiving O grade vs A and B grades. This was possible because of an effective application of HOTS in the question paper. Dr Wadia placed on record his appreciation of the faculty for setting quality papers. However, he accepted that there are challenges to the system.

The meeting ended with a Vote of thanks by the Member Secretary, Dr Sreela Dasgupta. All Academic Council members nominated by the Management and by the university were also profusely thanked by the Principal, Dr Ashok Wadia for their active role during the last 3 years of association wherein they gave valuable inputs. Fr Frazer and Prof Bhanage both expressed their appreciation of the efforts made by the college to uphold the true essence of Autonomy.
