



# St. Albert's College (Autonomous)

Banerji Road, Ernakulam – 682018

## Minutes

Committee Name		BOS Subject -Zoology	
Meeting Number with year		SAC/BOS-Sub/16-17/02	Day, Date Time Friday, 3-03-2017 11.00 am – 11.45 am
<b>Members Present</b>		<b>Agenda</b>	
1. Dr. M. L Joseph 2. Prof. K. J. Benny 3. Dr. Vincent Terrence Rebello 4. Mrs. Nimila P.J 5. Dr. Deepthi Augustine 6. Dr. Gisha Sivan 7. Ms. Mary Jinu 8. Ms. Celin Nimisha 9. Mrs. Asha JaiPrakash		1. Silent Prayer 2. Welcome 3. Internal external evaluation 4. Self study component in syllabus 5. Elective paper 6. Certificate programme 7. New Triple main course (2017-2018) 8. Vote of Thanks	
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
1. BoS proposed a revision in internal and external evaluation ratio. For UG- 25 % (Internal) and 75% (external), and that for PG- 30% (I) , 70% (E) was proposed.			
Field trip, viva, seminars/paper presentations, internship, learner support etc. has to be given weightage for internal evaluation			
2. Self study component to be introduced in both UG and PG syllabus (credits- 2). Topics to be listed out after discussion.			
3. Change in elective paper was proposed. Computational biology/ Biological techniques/ Molecular biology and diagnostics etc. were suggested.			
4. Syllabus and duration of a Certificate programme / skill component (Industrial microbiology) need to be worked out.			
5. Discussed feasibility of a new triple main course for next academic year.			

Minutes prepared by Signature with Date and Name	 03-03-2017 Dr. Deepthi Augustine	Minutes passed by Signature with Date and Name	03-03-2017 Dr. M.L. Joseph 3/3/17
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# St. Albert's College (Autonomous)

Banerji Road, Ernakulam – 682018

## Minutes

Committee Name		BOS Subject -Zoology	
Meeting Number with year	SAC/BOS-Sub/17-18/01	Day, Date Time	Thursday, 29-06-2017 10.00am – 11. 00 am
<b>Members Present</b> 1. Dr. M. L Joseph 2. Prof. K. J. Benny 3. Dr. Vincent Terrence Rebello 4. Mrs. Nimila P.J 5. Dr. Deepthi Augustine 6. Dr. Gisha Sivan 7. Ms. Mary Jinu 8. Ms. Celin Nimisha 9. Mrs. Asha JaiPrakash		<b>Agenda</b> 1. Silent Prayer 2. Welcome 3. UG & PG syllabus 4. Committee for syllabus revision for academic year 2018- 2019 5. Certificate programme 6. Vote of Thanks	
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
1. Resolution to follow the revised M.G. University syllabus for UG course from the current academic year2017-18. For PG course, no change in syllabus and existing syllabus will be adopted.			
2. A committee was constituted for UG syllabus revision for the academic year 2018-19.		Dr. M. L Joseph Ms. Nimila P. J Dr. Gisha Sivan	
3.Finalising syllabus and duration of a certificate programme / skill component (Industrial microbiology) for final year B. Sc students . Suggested a course in Biological techniques for first & second year graduates		Mr. K. J Benny Dr. Terrence rebello Dr. Deepthi Augustine	

Minutes prepared by  
Signature with Date  
and Name

29-06-2017  
Dr. Deepthi Augustine

Minutes passed by  
Signature with  
Date  
and Name

29-06-2017  
  
Dr. M.L. Joseph

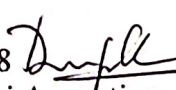



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## Minutes

<b>Committee Name</b>				<b>BOS Subject -Zoology</b>			
<b>Meeting Number with year</b>		SACA/BOS/ZOO/02/17-18		<b>Day, Date Time</b>		Monday, 29-01-2018 10.00 am – 11.00 am	
<b>Members Present</b>				<b>Agenda</b>			
1. Dr. M. L Joseph				1. Silent Prayer			
2. Prof. K. J. Benny				2. Revision of syllabus			
3. Dr. Vincent Terrence Rebello							
4. Mrs. Nimila P.J							
5. Dr. Deepthi Augustine							
6. Mrs. Asha JaiPrakash							
7. Ms. Celin Nimisha							
8. Dr. Gisha Sivan							
9. Ms. Seby Sam							
<b>Members Absent</b>							
<b>Minutes</b>				<b>Person responsible</b>			
1. BoS discussed the revision of syllabus and decided to submit the revised syllabus.							

<b>Minutes Prepared by Signature with date and name</b>	29-01-2018  Dr. Deepthi Augustine	<b>Minutes passed by Signature with date and name</b>	 29-01-2018 Dr. M. L. Joseph
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**Minutes**

Committee Name		BOS Subject -Zoology	
Meeting Number with year	SACA/BOS/ZOO/18-19/01	Day, Date Time	Monday, 29-06-2018 10.00am – 11. 00 am
<p><b>Members Present</b></p> <ol style="list-style-type: none"> <li>Dr. M. L Joseph</li> <li>Prof. K. J. Benny</li> <li>Dr. Vincent Terrence Rebello</li> <li>Dr. Deepthi Augustine</li> <li>Mrs. Nimila P.J</li> <li>Mrs. Asha JaiPrakash</li> <li>Ms. Celin Nimisha</li> <li>Dr.Retina I Cleetus</li> </ol>		<p><b>Agenda</b></p> <p>Silent Prayer</p> <ol style="list-style-type: none"> <li>Resolution to follow the M.G. University syllabus</li> <li>Revision of syllabus</li> <li>New programmes for academic year 2018-19</li> <li>Certificate programme</li> </ol>	
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
1.Resolution to follow the revised M.G. University syllabus (2017) for UG course for the current academic year2018-19. For PG course, no change in syllabus and existing syllabus will be adopted.			
Regular meetings of syllabus revision committee has to be has to be conducted and the UG syllabus revision has to be completed before November 30 <sup>th</sup> .			
Certificate programme in Industrial microbiology has to be started in the current academic year			

Minutes Prepared by Signature with date and name	 29-06-2018 Celin Nimisha	Minutes passed by Signature with date and name	 29-06-2018 Dr. M. L. Joseph
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## Minutes

Committee Name		BOS Subject -Zoology	
Meeting Number with year		SACA/BOS/ZOO/18-19/02	Day, Date Time Monday, 04-09-2018 11.00am – 11.30 am
<b>Members Present</b>		<b>Agenda</b>	
<ol style="list-style-type: none"> <li>1. Dr. M. L Joseph</li> <li>2. Prof. K. J. Benny</li> <li>3. Dr. Vincent Terrence Rebello</li> <li>4. Dr. Deepthi Augustine</li> <li>5. Mrs. Nimila P.J</li> <li>6. Mrs. Asha JaiPrakash</li> <li>7. Ms. Celin Nimisha</li> <li>8. Dr.Retina I Cleetus</li> </ol>		Silent Prayer 1. Revision of syllabus	
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
<ol style="list-style-type: none"> <li>a. The grade system needs to be changed to mark system</li> <li>b. BoS recommended a change in the external internal ratio of UG and PG to 70% and 30 % respectively</li> <li>c. BoS suggested to give extra credits for research components (attending seminars,paper presentations etc.) and co curricular activities, sports, etc.</li> <li>d. Open book test can be recommended for an internal assessment.</li> </ol>			
The committee recommended that the papers for Sem 1 and sem II UG core as Paper I nonchordata and Paper II chordata respectively.  The syllabus revision committee recommended to incorporate a paper in Comparative anatomy for the 3 <sup>rd</sup> semester core			

Minutes Prepared by Signature with date and name	 04-09-2018 Celin Nimisha vijayan	Minutes passed by Signature with date and name	 04-09-2018 Dr. M. L. Joseph
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Minutes			
Committee Name	Syllabus Revision Committee Subject -Zoology		
Meeting Number with year	18-19/03	Day, Date Time	Monday, 26-11-2018 10.00am – 11. 00 am
<b>Members Present</b>		<b>Agenda</b>	
1. Dr. M. L Joseph		Silent Prayer	
2. Prof. K. J. Benny		1. Revision of syllabus	
3. Dr. Vincent Terrence Rebello		2. New programmes for academic year 2019-20.	
4. Dr. Deepthi Augustine		3. Learning outcome	
5. Mrs. Nimila P.J		4. Training session	
6. Mrs. Asha JaiPrakash		5. Certificate programme	
7. Ms. Celin Nimisha			
8. Dr.Retina I Cleetus			
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
a.Syllabus Revision Committee suggested to add paper Non Chordata in semester 1 and to introduce Comparative anatomy in semester 3.			
b.The Committee suggested to introduce practical related to fish specimens in the second semester .There was another suggestion by the BOS to include specimen collection in the syllabus.			
c. Regarding the learning outcome, the suggestion of Committee was to list out the objectives and to design learning outcomes based on that. Also more activities can be introduced which enhances the practical skills of students.			
d. The Committee also suggested to introduce on job training for PG students which is out of credits and syllabus.			

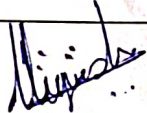


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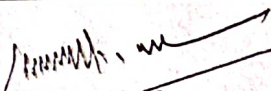
Banerji Road, Ernakulam – 682018

e. The Committee suggested to introduce a certificate programme on 'Microbial Techniques'.

Minutes Prepared by  
Signature with date  
and name

  
26-11-2018  
Celin Nimisha vijayan

Minutes passed by  
Signature with date  
and name

  
26-11-2018  
Dr. M. L. Joseph



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## Minutes

Committee Name	BoS Subject -Zoology		
Meeting Number with year	SACA/BoS/ZOO/18-19/01	Day, Date Time	Tuesday, 26-02-2019 11.30am– 1.30 pm

### Members Present

1. Dr. M. L Joseph
2. Dr. V.S Basheer
3. Dr. Sunish K.S
4. Prof. K. J. Benny
5. Dr. Vincent Terrence Rebello
6. Dr. Deepthi Augustine
7. Mrs. Nimila P.J
8. Mrs. Asha JaiPrakash
9. Ms. Celin Nimisha
10. Dr. Retina I Cleetus

Silent Prayer

### Agenda

1. Revision of UG syllabus, B.Sc. Zoology Programme.

### Members Absent

### Minutes

### Person responsible

- a. BoS suggested to introduce changes upto 20% in UG syllabus.
- b. BoS suggested to change Semester I core course 'Perspectives in science and Protistan diversity' to 'Animal diversity – Non chordata' and taxonomic portions from the changed course is added to the new one.
- c. Subsequently BoS suggested the Semester II core course Animal Diversity-Non chordata to Animal Diversity-Chordata.
- d. BoS recommended to add more taxonomy based practicals to I and II Semester Core Courses.
- e. BoS introduced a new core course 'Comparative Anatomy' to UG III semester replacing the former Animal Diversity-Chordata course including practicals.
- f. Certain new topics were added to core course 'Environmental Biology and Human Rights' Semester V and systematic sequencing of modules and topics were also done along with changes in certain practicals.
- g. BoS suggested to include certain topics of regional relevance wherever possible. E.g., Case study of







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- Periyar River, taxonomy of mosquito, study on local level habitat destruction /fragmentation etc.
- h. BoS suggested to introduce, a new component of group activity for courses I, II and V of the zoology core courses.
  - i. BoS suggested to change the title of Semester VI core course from Biotechnology, Bioinformatics and Molecular Biology to 'Molecular biology, Biotechnology and Bioinformatics' without altering the contents of the sub topics.
  - j. BoS suggested to modify the syllabus of practicals of various courses depending upon the facilities available and expertise. E.g., Change- demonstration of Course Chromatography experiment into individual practical.
  - k. There was a suggestion by BoS to add 'Kysanur Forest Disease' (KFD) to Zoonotic diseases in module VI of open course course Public Health and Nutrition in Semester V.
  - l. There was a suggestion by BoS, not to mention the students who scores grade point below 3.5 as failed, but should be categorized as 'need improvement'.

Minutes Prepared by Signature with date and name	 26-02-2019 Celin Nimisha vijayan	Minutes passed by Signature with date and name	 26-02-2019 Dr. M. L. Joseph
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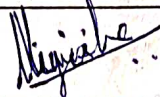

Committee Name		Syllabus Revision Committee, Subject -Zoology	
Meeting Number with year		18-19/04	Day, Date Time Monday, 07-02-2019 2- 2.40 pm
<b>Members Present</b>		<b>Agenda</b>	
1. Dr. M. L Joseph		Silent Prayer	
2. Prof. K. J. Benny		1. Revision of syllabus	
3. Dr. Vincent Terrence Rebello		2. Learning outcomes	
4. Dr. Deepthi Augustine			
5. Mrs. Nimila P.J			
6. Mrs. Asha JaiPrakash			
7. Ms. Celin Nimisha			
8. Dr.Retina I Cleetus			
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
a. Syllabus revision committee suggested to add the paper Non Chordata in semester 1 and to introduce Comparative anatomy in semester 3.			
b. There was a suggestion by the committee to add histological studies of various organs to immunology paper.			
c. The committee recommended to reduce portions for first semester complimentary from Non Chordata and for 3 <sup>rd</sup> semester from Physiology and Immunology.			
d. The committee suggested to conduct a field visit for complimentary students.			
e. The committee suggested to include practical such as, study of digestive system of fish , construction of animal album etc. for 3 <sup>rd</sup> semester and to add theory on instrumentation to 4 <sup>th</sup> semester UG students.			
f. The committee suggested to add more practical activities such as estimation of various samples to Evolution and Zoogeography practical paper.			
g. The committee also suggested to reduce the marks for lab			



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<p>involvement and to give more points for field visit.</p> <p>h. To improve the practical skills of students, the committee suggested to add activities such as identification of mosquitoes and zooplankton.</p> <p>i. The committee recommended to prepare the learning outcome for every course.</p>	
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Minutes Prepared by Signature with date and name	 07-02-2019 Celin Nimisha vijayan	Minutes passed by Signature with date and name	 07-02-2019 Dr. M. L. Joseph
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# St. Albert's College (Autonomous)

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## Minutes

Committee Name		BoS Subject -Zoology	
Meeting Number with year	SACA/BOS/ZOO/19-20/01	Day, Date Time	Friday, 14-06-2019 11.00am – 12.30 am
<b>Members Present</b>		<b>Agenda</b>	
1. Dr. M. L Joseph 2. Prof. K. J. Benny 3. Dr. Vincent Terrence Rebello 4. Dr. S. Suresh Kumar 5. Dr. Sunish K.S 6. Dr. Deepthi Augustine 7. Mrs. Nimila P.J 8. Mrs. Asha JaiPrakash 9. Ms. Celin Nimisha 10. Dr.Retina I Cleetus		Silent Prayer 1. Revision of syllabus- PG 2. Discussion of revised UG syllabus	
<b>Members Absent</b>			
<b>Minutes</b>		<b>Person responsible</b>	
1.BoS discussed the changes in M.Sc Zoology syllabus newly introduced by Mahatma Gandhi University, 2019.			
2.BoS decided to adopt the revised syllabus of MG University, for the M.Sc Zoology programme from 2019 admission onwards.			
3 .BoS also discussed the new regulations of PG programme and decided to make the necessary modifications to suit the autonomous status of the college.			

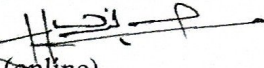




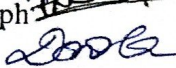
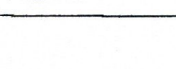
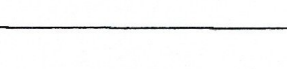
Minutes Prepared by Signature with date and name	14-06-2019  Celin Nimisha vijayan	Minutes passed by Signature with date and name	14-06-2019  Dr. M. E. Joseph
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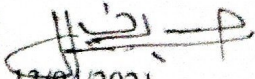


# St. Albert's College (Autonomous)

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## Minutes

Committee Name	BoS; Subject -Zoology		
Meeting Number with year	SACA/BOS/ZOO/20-21	Day, Date Time	Tuesday, 13-04-2021 10.30– 12.30 pm
<b>Members Present</b>		<b>Agenda</b>	
1. Prof. K. J. Benny  2. Dr. Benno Pereira (online) 3. Dr. Sunish K. S (online) 4. Dr. M Hari Krishnan (online) 5. Dr. Deepthi Augustine  6. Mrs. Nimila P.J  7. Mrs. Asha JaiPrakash  8. Dr. Retina I Cleetus  9. Dr. Jissa G Krishna  10. Dr. Philomina Joseph  11. Mr. Don Xavier 		Silent Prayer 1. Curriculum revision 2. Introduction of job oriented topics in syllabus 3. Introduction of credit for merit system 4. Separate time schedule for projects/interships 5. Splitting of S3 practicals as 2 separate exams as in 2016 syllabus.	
<b>Members Absent</b>			
Nil			
<b>Minutes</b>		<b>Person responsible</b>	
1. Curriculum revision- Avoidance of repetitive topics was suggested. The panel of experts suggested having the syllabus in accordance with the University syllabus so as to compete with other universities.			
2. Introduction of job-oriented topics in syllabus- For UG- give more emphasis on occupational zoology topics for PG – give more stress to Medical Microbiology practicals in Sem 4. Introducing more medical microbiology techniques like PCR, molecular technique's etc.			
3.Introduction of credit for merit system- Gives an advantage to students for their extra-curricular activities like paper presentations, publications, Quiz competitions, Albetrian stars, etc on cases like having low internals other than the grace marks (NSS, NCC etc)			
4.Separate time schedule for projects/interships- Helps students to have an effective time period for completion of internships/projects without interfering with their classes.			
5.Splitting of S3 practicals as 2 separate practical exams as in 2016 syllabus- Practical paper of Sem 3 was suggested to spilt into 2 separate papers as in 2016 syllabus for the convenience of covering the major skilled practicals in the stipulated time.			

Minutes Prepared by Signature with date and name	 13-04-2021 Dr. Retina I Cleetus	Minutes passed by Signature with date and name	 13/04/2021 Prof. Benny K. J
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