

Minutes of the BOS meeting held on 23-07-2018
in the laboratory, Department of Chemistry.

Agenda:

1) Syllabus restructuring at PG level.

Members Present.

- | | | | |
|----|-------------------------|-----------------------|-----------------|
| | Dr. T. Narayanan | (External Member) | <u>Murari</u> |
| | Dr. Gireesh Kumar K | (External Member) | <u>gk</u> |
| 1 | K. P. Ashokan | (Chairman) BOS Member | <u>Ashokan</u> |
| 2 | Dr. Meera Gopal | BOS Member | <u>Meera</u> |
| 3 | Dr. Bindu Sharmila T.K. | " | <u>Bindu</u> |
| 4 | Dr. Anurutha S Rajan | " | <u>Anurutha</u> |
| 5 | Dr. Sreesha Sani | " | <u>Sreesha</u> |
| 6 | Dr. Jolly V. Antony | " | |
| 7 | Dr. Sujith N. R. | " | |
| 8 | Dr. Vidgeya Ramon | (Invited Member) | |
| 9 | Dr. Prasanthkumar K.P | " | <u>Prasanth</u> |
| 10 | Dr. Rejimon P.K. | " | <u>Rejimon</u> |
| 11 | Dr. Sabhi Daniel | " | |
| 12 | Dr. Seena E B | " | <u>Seena</u> |
| 13 | Dr. Sajith X Menon | " | <u>Sajith</u> |
| 14 | Dr. Neena George | " | <u>Neena</u> |
| 15 | Julie Chandran C.S | " | |
| 16 | Dr. Alson Mant | " | |
| 17 | Deepak J Prabhu | " | <u>Deepak</u> |
| 18 | Dr. Sreejesh P.R | " | <u>Sreejesh</u> |
| 19 | Dr. Smitha George | " | <u>Smitha</u> |

Board of studies meeting started at 10 am.
Discussed the revisions made by the internal BOS
& meeting resolved to implement the following
changes.

(1) No changes in the syllabus of Physical Chemistry

1st Workshop

Minutes of the 1st Workshop of restructuring

of UG & PG syllabus in chemistry held on 6th & 7th April 2015 at the Dept of Chemistry - Mahaveer College -

Agenda

Discussion of revision of syllabus.
- UG & PG courses.

Members present:

1. Dr. K.U. Abdul Salam HOD
2. Dr. A.P. Susamma
3. Dr. Sobhana Mathew
4. Dr. Lucy Joseph
5. Samtha Mathai
6. Dr. Anitha I *Dr.*
7. Dr. M.K.M. Nair
8. Dr. P.V. Joseph
9. Dr. Maya K.S.
10. Femina K.S.
11. Dr. Sujar N.R.
12. Dr. Aroozha S. Rajan
13. Dr. Vidya Rama
14. Dr. Leena P. Hansa.
15. Dr. Suma K.K. *Dr.*
16. Dr. K. Jayakumar
17. Dr. Heera Gopal
18. Dr. T. Navayanam *Member*

First day (6th April 2015) the meeting started at 10.00 am. The chairperson welcomed the members & informed that in order to streamline and prepare the syllabus for B.Sc. Chemistry B.Sc. Chemistry - Environment & water management and the four branches of M.Sc. Chemistry programmes, an action team should be formed. Accordingly an action team consisting of the following team members was selected as detailed below:

1. B.Sc. & M.Sc. Organic Chemistry } :- Dr. Anitha I (in charge)
Samtha Mathai, Dr. Vidya Rama
& Femina K.S. (in charge)
2. B.Sc. & M.Sc. Inorganic Chemistry } :- Dr. Suma K.K., Dr. MKM Nair
Dr. P.V. Joseph, Dr. K. Jayakumar

B.Sc & M.Sc

Physical & Theoretical chemistry } Dr. Maya K.S. (in charge)
 Dr. Sujana R, Dr. Heera Gopal,
 Dr. Zeena P. Hamsa, Dr. Ajitha P.S.
 Dr. Sobhana Methaw

Analytical chemistry : : Dr. Sobhana Methaw (in charge)
 Dr. Lucy Joseph, Dr. P.V. Joseph

Applied chemistry : : Dr. K.U. Abdul Salam (in charge)
 Dr. Amrutha, & Femina K.S.

Pharm. chemistry : : Dr. Anitha I (in charge)
 Dr. Heera Gopal, Dr. Vidya Rama

B.Sc. Envtal chemistry : : Dr. MKM Nair (in charge)

The members were arranged in to different groups and discussed in detail about the modifications to be incorporated and the suggestions were decided to incorporate the suggestions in the revised syllabus. It was also decided to prepare the model question paper of different courses of B.Sc & M.Sc programmes. Next day also the meeting discussions continued. The workshop came to an end at 4.00 pm.

Anitha I

As per the decision of the academic council meeting held on 20/7/2015 the BOS of Chemistry was reconstituted [HOD as chairman & six other members seniority can be considered as first criterion & also preferably Ph.D. holders]

The following persons were included as members in addition to external members.

1. Dr. Lucy Joseph HOD chairman
2. Dr. Anitha I Dr
3. Dr. M.K. Muralidharan Nair
4. Dr. P.V. Joseph
5. Dr. Maya K.S.
6. Dr. Ananthapadmanabhan P.
7. Dr. Meera Gopal.

The Dept council held on 03.08.15 at 3.00 PM resolved to conduct a workshop with internal members on 11th, 12th & 13th August 2015 to discuss PG syllabus revision.

Sri M.G. Rajagopalan, 1/14, Gokulam, Parutheli Avenue, Edappally P.O., Kochi 682024 was nominated as BOS member by M.G. Uty vice chancellor.
[U.O. No. 4314/A1/2015/Acad. dtd. 01/08/2015]

As per the staff meeting held on 3rd August 2015, 2nd workshop for syllabus revision was arranged during 11th, 12th & 13th August 2015 and nominated

Dr. Anitha I (BOS member) as coordinator and the members of the various gps are

1. Organic Chemistry (Dr. Anitha, Dr. Vedya, Dr. Sreesha,

2. Inorganic chemistry : Dr. MKM, Rejimon, Dr. Amrutha, Dr. P.V. Joseph.
3. Physical chemistry : Dr. Mayak, Dr. Sujana R, & Dr. Bendu Sharmila.
4. Theoretical chemistry : Dr. AP, Dr. Meera, Dr. Zeena & Jolly Antony.
5. Applied chemistry : - KP Asokan, Dr. Vidya, Dr. Aeth, Dr. Sobhi Daniel, Alson Mont.
6. Analytical chemistry : - Dr. Lucy, Dr. PV Joseph, Dr. MKM, Rejimon.
7. Pharmaceutical chemistry : - Dr. Anitha I, Dr. Sreeshasini.
8. Polymer paper (Elective) : - P.V. Joseph & K.P. Asokan
BSc
9. Complementary : - Dr. Zeena, Dr. Vidya
10. Open course : - P.V.J., K.P.A.

Anitha

Minutes of the BOS meeting held on 24-11-2015
in Chemistry Library at 10.00 am.

Agenda

1. Approval of UG syllabus
2. Approval of PG syllabus.
3. Discussion on preparation of model question papers

Members present.

1. Dr. K. Girish Kumar (by circulation) BOS. external
2. Dr. T. Narayanan BOS. external
3. M.G. Rajagopalan BOS External
4. Dr. Kochubaly Manjoran BOS external
5. Dr. Anitha I
6. ~~Dr. Joseph~~ Joseph Sawtha Mathai (HOD)
7. Dr. Maya K.S.
8. Dr. Anurthe S. Rajan
9. Dr Ananthapadmanabhan P
10. Dr. P.V. Joseph
11. Bindu Sharmila T.K. K.H.S.H.
12. Dr. Suresha Sasi
13. Dr. M.K. Muralidharan Nair

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The meeting started at 10.00 am.

The chairman ^(in charge) welcomed the members.

The syllabi for the following programmes were discussed in detail.

1. B.Sc. Chemistry
2. B.Sc. Chemistry - Environment & Water Management
3. M.Sc. Chemistry
4. M.Sc. Analytical Chemistry
5. M.Sc. Applied Chemistry
6. M.Sc. Pharmaceutical Chemistry
7. B.Sc. Complementary courses & Elective courses

Resolved to approve the syllabi for

the above programmes. The meeting came to an end at 4.30 pm.

1. Dr. Anitha I Anitha I Coordinator BOS internal
2. M.G. Rajagopalan M.G. Rajagopalan BOS member external
3. Dr. MK Muralidharan Nair M.K. Muralidharan Nair BOS internal
4. Dr. Annette S. Ryan Annette S. Ryan BOS internal
5. Bindu Sharmila T.K. Bindu Sharmila T.K. BOS internal
6. Dr. P. Ananthapadmanabhan P. Ananthapadmanabhan BOS internal
7. Dr. Meera Gopal Meera Gopal BOS internal
8. Dr. Sreelatha Sasi Sreelatha Sasi BOS internal
9. Santha Mathan Santha Mathan HOD in charge
24/11/2015
10. Dr. T. Narayanan T. Narayanan BOS external
11. K. Girish Kumar K. Girish Kumar BOS external
12. Dr. P.V. Joseph P.V. Joseph BOS internal
13. Dr. Maye K.S Maye K.S BOS internal

Anitha I
Coordinator
24.11.15

Dr. Luvy Joseph
Chairman - Board of Studies.

Head of the Department of Chemistry,
Maharaja's College, Ernakulam.

Board of Studies in Chemistry.

The first Board of studies was constituted as per letter No. B6/2540/2014 dt. 27-9-2014

The following persons are included in the list.

- 1) Dr. Lissamma Koshy, HOD Convenor
- 2) Dr. A P Susamma
- 3) Dr. Suma K. K.
- 4) Dr. Sobhana Mathew
- 5) Dr. Anisha I
- 6) Dr. Maya K S & Dr. M.K. Muralidharan Nair.

(No. B6/2540/2014) dt. 1-12-2014 The circular to convene the Board of studies was issued by the Principal on 1-12-2014 and the same was served to all the board members on 2-12-2014.

Dr. Susamma A. P

Dr. Suma K. K.

Dr. Sobhana Mathew

Dr. Anisha I (telephonic communication).

Dr. Maya K. S.

Dr. M.K. Muralidharan Nair

5/12/2014. The first meeting of the Board of studies in chemistry was convened on 5.12.2014 at 12pm in the library room. Members present.

- 1) Dr. Lissamma Koshy, HOD Convenor
- 2) Dr. A.P. Susamma.
- 3) Dr. Suma K.K.
- 4) Dr. Sobhana Mathew
- 5) Dr. Anisha I
- 6) Dr. Maya K.S.
- 7) Dr. M.K. Muralidharan Nair.
- 8) Dr. Maya K.S.

The meeting started with silent prayer. The convenor welcomed all the members and sought the active co-operation and support of all to make the venture a great success.

The Board members discussed in detail the ^{list} names of faculty to be included in the various panels. The following list was prepared.

(I) List of outside experts to be submitted.

- a) Dr. K. Girishkumar (CUSAT) Ph: 9847363660
- (b) Dr. E. Prasad (IIT CHENNAI)
- (c) Dr. Joseph John (SA College, Thevara) Ph: 9447577136
- (d) Dr. Sugunan (CUSAT) Ph: 9447609478
- (e) Dr. Dr. Cyriac Mathew (Albert Rd): 9400179287
- f Sri. Joshy K George. Ph: 9446129099

II A panel of 3 members from Industry

- a) Dr. Kochubaby Manjoran. BPL Kochi
Ph: 9447828366
- (b) Dr. P. Narayanan (IRE) & Ph: Benny Antony.

III Panel of 3 Alumni

- (1) Dr. T. Narayanan
- (2) Dr. Abdel Salam
- (3) Dr. Geetha Kali

IV Panel of 4 members to be submitted to VC

- (1) Sri. M. G. Rajagopalan
- (2) Dr. MA Ashraf
- (3) Smt. Paralakumari
- (4) Dr. P. Karshikayan

The board members were pointed out the bad need for the re-structuring of the syllabus both at UG and PG level. Each member willingly took the responsibility to prepare the draft in their relevant field and submit it on 8.12.12 so that the final report can be submitted and presented on or before 10.12.2014. All of them were of the opinion that the UG practical scheme should be shuffled thoroughly and the practical examination in the odd semester is to be avoided. The PG syllabus also needs some changes and model question papers should be attached with the

syllabus. Weightage should be specified for each module and the question papers should be set on the basis of that. The pattern of question bank was not acceptable to the members as it can dilute the quality of the examination. If the question bank is a must in the new pattern, then it can be done.

All the members suggested that the ^{new} list of experts should be finalised and at the earliest. The meeting came to an end at 3:30 pm.




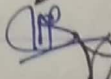
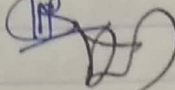


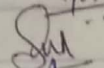


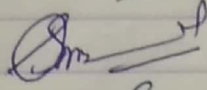
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Dr. K. S. Ananta
HOD Chemistry

Minutes of the BOS meeting held on 30-3-2015
in the Chemistry smart class room at 2.00 p.m.

Agenda:

- 1) Syllabus restructuring UG level.
- 2) Syllabus restructuring at Ph level.
- 3) Question paper setting.
- 4) Any other item which needs relevant discussion.

Members Present:

- 1) Dr. Lissanina Koshi  (BOS member)
- 2) Dr. Kocho Baboy Chakraverty  (BOS member)
- 3) Dr. K. Girish Kumar  (BOS member)
- 4) Dr. Sobhana Mathew 
- 5) Dr. MK Muzleedharan Nair 
- 6) Sarala Kumari P.K.  (Invited member)
- 7) Dr. Anitha I 
- 8) Dr. Suya N.K.  (Invited member)
- 9) Dr. Amrutha S. Rajan  (Invited member)
- 10) Dr. T. Narayana  (BOS member)
- 11) Dr. Maya K.S.
- 12) Dr. Suma K.K. 
- 13) Dr. Vidya Raman (Invited member)
- 14) Dr. Meera Gopal (Invited member)
- 15) Dr. Susha Mathai (Invited member)

The meeting of the BOS including external members was held in the Chemistry smart class room on 30-3-2015 at 2.00 pm. As the main agenda was syllabus restructuring all the faculty members were invited and majority participated in the discussion. A draft of curriculum restructuring at the UG level was introduced by HOD and all faculty members unanimously supported. Suggested modifications to be included at the Ph level was also brought into the discussion and creative suggestions were put forward by faculty members.

Dr. Suma introduced a detailed draft

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in Inorganic Chemistry

of the new syllabus to be followed in the UG and PG level and some modifications were suggested by board members.

Dr. Anitha came forward with a draft proposal of the syllabus for Organic chemistry both at the UG and PG level. The relevance of topic in food chemistry, hazards of chemicals, General Laboratory Practices etc to be included in the syllabus was pointed out by Dr. Kochubaby Menjovan and all the members supported the suggestion. Some of the members expressed their view and shared their anxiety in continuing spectroscopy as an independent paper, but Dr. Girisankaran explained the relevance of spectroscopy and as an expt tool and the need for its indulgence in research field. Finally taking into consideration the different aspects, it was decided to incorporate photochemistry along with spectroscopy, eliminating the detailed study of ORD.

The changes to be brought in the Physical and Theoretical papers were highlighted by Dr. Sobhana and Dr. Sujā & Dr. Anuradha and Dr. Ajitha and a committee was constituted to prepare a draft by 7th of April and Dr. Sobhana and Dr. Maya were given charges of that paper. The various committees thus constituted and assigned charges are the following.

- Inorganic Chemistry - Dr. Sujā + Dr. M.K.M.
- Organic Chemistry - Dr. Anitha Smt. PKS + ~~Dr. Sujā~~ Dr. Sujā + Smt. Fenina
- Physical and Theoretical Chemistry } - Dr. Sobhana + Dr. Maya
Dr. Kochubaby + Dr. Ajitha
- Analytical Chemistry - Dr. Prasad + Dr. Maya
Dr. Girisank + Dr. Sobhana

Pharmaceutical Chemistry - Dr. Narayanan + Dr. Anitha
Applied Chemistry V - Dr. Salim + Smt Geetha Bali
+ Dr. Zeena + Dr. Anushta.

The relevance of a workshop for the detailed discussion of the syllabus was put forward by HOD and as sufficient fund also was allotted in that category it was planned to conduct a workshop on 7th of April, with the consent of Principal and the BOS probably on 21st of April. Model question papers also should be prepared by that time.

and Theoretical Chemistry.

- (2) The syllabus of Inorganic Chemistry I, II, III and IV Semester of M.Sc. Chemistry and M.Sc. Analytical Chemistry were revised. For M.Sc. Pharmaceutical Chemistry and M.Sc. Applied Chemistry, the same paper was modified for I & II Semester.
- (3) The Syllabus of Spectroscopic Methods in Chemistry of III Semester M.Sc. Chemistry, M.Sc. Analytical Chemistry, M.Sc. Applied Chemistry, and M.Sc. Pharmaceutical Chemistry was revised.
- (4) The syllabus of Analysis of Oils and Fats in IV Semester M.Sc. Applied Chemistry ~~was~~ is revised. Some repetitions were removed.
- (5) Scheme of project valuation in the 4th semester in the present syllabus (split up of internal marks 20 and external marks 80) was changed ~~to~~ as an external marks of 100.
- (6) Organic chemistry papers of M.Sc. Chemistry (PU1 CHE CO2, PU2 CHE CO6, PU3 CHE CO10, PU4 CHE CO2), M.Sc. Analytical Chemistry (PU1 ANL CO2, PU2 ANL CO3, PU3 ANL CO10), M.Sc. Applied Chemistry (PU1 APL CO2, PU3 APL CO9) & M.Sc. Pharmaceutical Chemistry (PU1 PHA CO2) were revised.

[Signature]
23. 7. 2018