Minutes of the Board of Studies held on 13/08/2021 in the library Department of Chemistry.

Agenda:

(i) Redistribution of weightage for external P.G Practical examination (2019 admission onwards)

Members Present.

1. Dr. Girish Kumar K (External Expert)
2. Sri. Benny Antony (External Expert)
3. Dr. T. Narayanan (External Expert)
4. Sri. K.P. Ashokan (Chairman)
5. Dr. Meera Gopal (BoS member)
6. Dr. Binclu Sharmila.T.K. (BoS member)
7. Dr. Amrutha S Rajan (BoS member)
8. Dr. Sreesha Sasi (BoS member)
9. Dr. Jolly. V. Antony (BoS member)
10. Dr. Sujith. N.R (BoS member)

Board of Studies meeting started at 2:30 PM. Discussed the redistribution of weightage for external PG Practical examinations (2019 admission onwards) and the meeting resolved to implement the following changes.

P.G. Practical Examination

As per the present approved syllabus of PG Chemistry, the distribution of weightage of various components in external practical examinations are as follows

Components	Weightage
Lab test	7
Record	3
Viva	5
Total	15

Since the present weightage distribution is not giving sufficient weightage to lab test the department board of Studies recommended the following changes in weightage distribution.

components	Weightage
Lab test	10
Record	2
Viva	3
Total	15

The meeting accepted the recommendations of the department council and the meeting came to an end at 3:00 PM

Minutes of the Board of Studies held on 17.1.2022 in the Library, Dept. of Chemistry.

Agenda:-

Syllabus restructuring at PG Level for M.Sc Chemistry, M.Sc Analytical Chemistry, M.Sc Applied Chemistry, & M.Sc Pharmaceutical Chemistry.

Members present.

1. Dr. Meera Gopal
2. K.P Ashokan
3. Fesmina TKS
4. Dr. Anuradha S. Rajan
5. Dr. Alson Mascarenhas
6. Dr. Rejemon P.K
7. Veena Gopal B
8. Seena EB
9. Jalie Chacko CS
10. Sneha Sasi
11. Bindu Sharmila T.K.
12. Prasanthkumar K.P
13. Dr. Sajith Menon
14. Deepak T. Prabhu
15. Dr. Sreejesh P.R
16. Dr. Jolly V. Antony
17. Dr. Nisha Aleyamma
18. Sandhya P.V
19. Aneetha M.R
20. Suja N.R.

Board of studies meeting started at 9.30 am. The convenor welcomed all the members and sought active cooperation and support of all to make the syllabus revision a grand success.

All faculty members are selected as selected Board of studies members. The period for external Board of studies members will be

upto 2022 and hence there is no change in the external members and the external members are Dr. Gireeshkumar K, Dr. Prathapa chandra kurup, Dr. T. Narayanan, and Dr Bunny Antony. It was decided to distribute the work related to the restructuring of syllabus among the internal BOS and each member will work the responsibility to prepare the draft in their relevant field and submit on or before 19.1.2022.

As per the decisions of department council, it was decided to conduct a workshop with internal members on 17th, 18th & 19th January and with external members on 15th, 16th & 17th February 2022 to discuss the PG Syllabus revisions. It was nominated in the department staff meeting, Dr Femina KS & Dr. Bindu Sharma T.K as coordinators and the members of the various groups are as follows:

M.Sc Chemistry - Smt Aneetha M.R, Dr Amrutha S Raj, Sri Dipak J Prabhu & Dr Sreejesh P.P

M.Sc. Anal. Chem. - Dr. Sreesha Sasi, Dr. Jolly V Antony, Dr. Julie Chenetha & Dr Alan Mani

M.Sc Pharm. Chem. - Dr. Prasanth kumar, Dr. Rajeswari, Dr. Seena E.B & Dr Sandhya P.V

M.Sc Applied Chem. - Dr. Suja NR, Dr. Venugopal B, Dr. Neethu George & Dr Sajith Menon

In order to discuss about the topic details it was assigned the faculty members to handle the different topics as follows:-

Inorganic Chemistry : KPA, ASR, PKP, PKR & SEB
Organic Chemistry : FRS, BS, AMR, SS, JC, AM
Theoretical Chemistry MG, BS, SS, PKP & SM
Physical Chemistry MG, JVA, SNR, SPV, NG, DJP & SPR.
Elective papers for An. Chem ASR, PKP, SNR, SM, DJP, SPR
Elective papers for App Chem KPA, FRS, JVA & VB

Elective papers for Pharm. Chem ASPSS, SEB, SPV, NG, AMR

Meeting came to an end at 4:30 p.m.

M. Singh

I st Workshop. (17.1.2022, 18.1.2022 & 19.1.2022)

Minutes of the I st Workshop of restructuring of PG syllabus for all branches of Chemistry held on 17th, 18th & 19th January 2022 at the Department of Chemistry, Maharajas College, Ernakulam.

Agenda :- Discussion of revision of PG syllabus

Members present

1. K.P Ashokan
2. Meera Gopal
3. Femina K.S
4. Beena Sherin K.
5. Dr. Rajeevan. P.C
6. Dr. Shoo Mary
7. Dr. Amrutha. S.
8. Dr. Jalaja Chandra C.S.
9. Dr. Seena E.B.
10. Dr. Prasanthkumar K.P
11. Dr. Sajith Menon
12. Deepak T. Prabhu
13. Dr. Sukesh P.R
14. Dr. Jolly V. Tony
15. Venugopal B
16. Dr Nana George
17. Dr. Suja. N.R
18. Sandhya. P.V
19. Aneetha. M.R
20. Sreesha Sasi.

On the First day (17.1.2022) of workshop the meeting started at 9.30 am. The Chair Person welcomed the members. The different team members in various groups discussed in detail about the modifications to be incorporated and decided to incorporate the suggestions in the revised syllabus. It was also decided to prepare

the model question papers and blue prints for the various courses in the syllabus as per the decisions of the Academic Council. 20% of the questions in the Question papers should be in the application level.

In order to prepare the Programme specific outcomes the following teams are selected.

M.Sc Chemistry - AMR, ASR, DJP & SPR
M.Sc Anal. Chem - SS, JVA, JC & AM
M.Sc Appl. Chem. - SNR, VB, NG & SM
M.Sc Pharm. Chem - PKP, PKR, SEB & SPV.

The team members discussed the various programme specific outcomes and explained their view points. All members actively participated in the discussions and framed different PSO for all branches.

Meting came to an end at 4.30 pm

2nd day for the Workshop. (18-1-22).

In the second day, all the team members discussed about the changes in the first semester & 2nd Semesters of all branches.

In the inorganic section ASR & PKR explained all the modifications in I st & 2nd Semester for all branches. All the members discussed and accepted the modifications. JC explained the modifications in Organic chemistry for the semester One and FRS explained the modifications in the 2nd sem. Organic paper. all the team members discussed it and accepted the modifications. In theoretical Chemistry papers, PKP and SM explained about the changes in I st & II nd Sem respectively and all the members discussed and accepted the modifications. NG explained the modifications in Physical Chemistry Sem I & PKR explained the modifications in Semester II for all branches. All the team members discussed in detail and accepted the modifications.

In the third day of the 1st workshop (19-1-22) All the members discussed about the 3rd & 4th Sems of all programmes.

PKR explained all the modifications in the 3rd Sem inorganic papers for Pure & Analytical Chemistry and discussed the changes. AM explained the modifications in the organic chemistry for the 3rd semester for pure and analytical branches. SPR explained the modifications in the Physical Chemistry for pure & Analytical branches. and the team members discussed about the modifications and applied.

ANR explained the details of modifications in the organic papers for Applied Chemistry and SS explained the details of modifications in the organic papers for Pharmaceutical Chemistry. SPR explained the modifications in the Physical chemistry for 3rd Sem. in Pure & Analytical and SPV explained the changes in the Phy. chem. papers for S3 in Pharm. Chemistry and DVH gave the modifications in the Phy. chem. papers for applied Chemistry. BB explained the classifications in the spectroscopic methods for all branches and the team discussed and applied the modifications. PKR explained the inorganic papers for IV th Sem of Pure chemistry, SS explained the organic papers for 4th Sem & MG explained the details of Physical chem. for IV th Sem. ASR explained the changes in the elective papers I for Anal. Chem. and PKP & SM explained the elective papers of Anal. chemistry. ASR explained the modifications in the elective papers for 4th Sem for Pharm. chem. and SEB explained the medicinal chem. papers I & II for 3rd & 4th Sems

of Pharm. chem. SPV explained the elective papers with 4th sem for Pharm. Chemistry. for Applied chem. JVA explained the papers in 3rd & 4th sem for the elective papers in Applied Chemistry. VB explained the elective papers in the 4th sem of Applied Chemistry.

All members actively participated in the discussions and gave valuable suggestions for the modifications in all papers of all programmes.

Descussion of all modifications in all papers of various branches in PG Chemistry are done and almost a draft was prepared The meeting came to an end at 5.30pm

2nd 58 Work shop. (15/2/22, 16/2/22 & 17/2/22)

Minutes of the 2nd Workshop of restructuring of PG syllabus for all branches of Chemistry held on 15th, 16th and 17th February 2022 at the department of Chemistry, Maharajas College, Ernakulam.

Agenda:- discussion of revision of PG syllabus.

Members present.

1 K. P Ashokan
2 Mera Gopal
3 Femina IIS
4 Dr. Rajimon. P.V.
5 Dr. Aron Mart.
6 Dr. Amrutha. S
7 Dr. Sreesha Sai
8 Dr. Jalee Chandre C.S.
9 Dr. Suja. N.R
10 Dr. Beena. E.B.
11 Benda Sharmela. T.V.
12 Prasanthkumar K P
13 Dr. Sajith Menon
14 Deepak T. Prabhu
15 Dr. Sreejesh. P.R.
16 Dr. Jolly V. Antony
17 Venugopal B M.
18 Dr Rhena George
19 Sandhya. P.V
20 Sreelhi. M.R.

On the first day of the 2nd workshop 15/2/22, the meeting started at 9.30 am. The chairperson welcomed all the members. All the fellow members of all branches discussed the question papers, and thereby to prepare the QP, the relevance of Blue print was discussed. It was decided to prepare blue print for each course giving sufficient

weightage for the hours allotted.
A detailed blue print for each course were prepared, discussed and accepted.
The meeting came to an end at 5 pm

Mulpf

2nd day of 2nd Workshop (16-2-2022)

Respective Members x presented the model question papers and discussed. Appropriate changes were made as per the suggestions from Learned members. Question papers are scrutinised and finalised. The meeting came to an end at 3.30 pm

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3rd day of 2nel Workshop. (17/2/2022).

An online meeting was conducted including the external & internal members of BOS at 2.8pm via google meet.

The chairperson welcomed all members. The draft of the revised syllabus, the details of modifications, blue print, model questions papers for each course were presented by the respective teachers in charge. External BOS commented on the presentations. and suggested some modifications.

Each papers were modified according to the suggestions of external BOS and finalised.

The suggestions, modifications, deletions and all such alterations have been incorporated in the revised syllabi prepared by internal BOS
The suggestions are attached here.

Members present in the online BOS meeting.

1. Dr. Meera Gopal Chairman. BOS
2. K.P Ashoban
3. Femina KS.
4. Dr. Rajeevan. P.C.
5. Dr. Ahmed Mark
6. Dr. Anuradha. S.
7. Dr. Saja. V.R
8. Dr. Seena. E.B.
9. Dr. Sreesha Sai
10. Bindu Sharmila. T.K.
11. Dr. Prasanthkumar K.P
12. Dr. Sajith Menon
13. Deepak V. Prabhu
14. Dr. Sangeesh. P.R
15. Dr Jithy V Antony
16. Veenaja R B
17. Dr. Meena George
18. Sandhya. P.V
19. Aneetha. M R
20. Dr. Jalichandra C.S

External Members

1. Dr. Girishkumar K. (online)
2. Dr. Benny Antony (Online).
3. Dr. M. R. Prathapachandra Kurup (online)
4. Dr. T. Narayanan (Online)

On line meeting was conducted reviewing external & internal BOs at 2:00 pm. via google meet.

The chairperson welcomed all members. The draft of the revised syllabus, details of the modification blueprint, model question papers for each course were presented by the respective teachers in charge. External BOs conducted on the presentations and

suggested Some modifications.
Each papers were modified according to the suggestions of the external BOS and finalised.

All such alterations in the revised syllabii prepared by mutual BOS. The suggestions have been incorporated The suggestions are attached here.

The meeting came to an end at 6:00 pm