



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

Minutes of the Meeting

Minutes of the Even Semester Board of Studies Meeting of Chemistry held on 08/11/2025.

Timing : 11:30 Am to 01:10 pm

Mode : Online

The following members were present:

Departmental Faculty Members Attendance	
Mrs. Namrata Jha	Chairperson of BOS, Asst. Professor Online
Mrs. Priyanka Save	Asst. Professor, St. John College of Humanities and Sciences Online
Ms. Priya Singh	Asst. Professor, St. John College of Humanities and Sciences Online
External Members:	
Prof. Dr. Rajesh A. Samant	Professor, K.C. College Online
Dr. Bapu R. Thorat	Asst Professor , Dr. Babasaheb Ambedkar Marathwada University Online
Dr. Aqeela A.Sattar Qureshi	Head & Associate Professor; Royal College Online

Mr. Sanjay Berad Industrial Vice President ,T2 & T3 Tarapur
Expert Site Head , Lupin Ltd. Online

Mr. Aman Rai Alumni Online

Welcome Address:

The meeting commenced with welcoming both the External and Internal members and brief them about the agenda by Mrs. Namrata Jha, Chairperson of the Chemistry BOS.

Agenda of the Meeting:

1. Review of Minutes & Outcomes of Odd & Even Semester BoS Meetings



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

2. To review and discuss the approval of Even Semester Syllabus
3. To review, discuss, finalise and approve the proposed credit structure distribution as per NEP 2020 guidelines and institutional autonomy framework
4. To discuss and review the Evaluation and Assessment methods and finalization for panel of Examiners for theory and lab courses for Academic Year 2025 - 26.
5. Discussion on academic enrichment activities
6. Any other Matter

Introduction

Mrs. Namrata Naveen Jha welcomed all members and briefed them about the background of the meeting. She informed that the college had obtained **Autonomous Status in May 2025**. Since the **Vice-Chancellor's nominee** was received recently, the BoS meeting was convened at short notice to finalize academic matters before the commencement of the **Even Semester on 13th November 2025**. She further mentioned that the **Odd Semester syllabus** was designed based on the **University of Mumbai framework with approximately 30% modifications** to suit the autonomous structure. It was also noted that **two Ad-hoc BoS meetings** had been conducted earlier to discuss and prepare the syllabus for both the Odd and Even semesters.

Agenda-wise Discussions::

Agenda 1: Review of Minutes & Outcomes of Odd & Even Semester BoS Meetings

The major points of discussion included the key points & outcomes of Odd semester Adhoc meeting held on 19/06/2025 as Exams were already ongoing so, further no recommendations can be included in curriculum and as the Even semester is about to begin the whole syllabus alongwith the recommendations received in AdHoC BoS held on 27th September, 2025 were discussed.

Discussed that:

- **Syllabus Implementation:** Odd Semester syllabus modified ~30% for **F.Y.B.Sc. & S.Y.B.Sc.**, while T.Y.B.Sc. syllabus retained as per University structure.
- For **F.Y.B.Sc. Chemistry**, C, H, O elements were introduced in **Organic Spotting** to fit a 2-hour practical session.
- **SEC Practical (S.Y.B.Sc.):** "Synthesis of Nanoparticles" should also include the theory component along with the practicals as advised by BoS members
- Students can use both Excel and SPSS for survey-based projects of SEC of F.Y. & S.Y. both
- **Examination Pattern:** FY & SY – 60:40; TY – 75:25.
- All the S.Y.B.Sc. & F.Y.B.Sc. syllabus was discussed in detailed

Recommended that:

No Recommendations were received

Resolution:



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

Resolved that the recommendations discussed and approved in the Board of Studies meeting will be presented before the Academic Council for final approval.

Agenda 2: Syllabus Approval of Even Semester

Discussed that:

All the syllabus of F.Y.B.Sc. i.e. Chemistry ,SEC & VSC & S.Y.B.Sc. Chemistry I & II alongwith SEC syllabus were presented before the Board of studies members .Also it was presented before the BoS that in SEC & VSC syllabus we have included 15 hours theory component and remaining will be the practical component of 30 hours.

Recommended that:

For S.Y.B.Sc. Chemistry

1. In Inorganic Chemistry Chapter named Transition series in Applications of transition elements specify the series for which the applications is to be studied
2. Organic Chemistry: Focus exclusively on Hydroxy compounds – Alcohols, Phenols, Enols, Glycols as major chapter is from hydroxyl based compounds

For F.Y.B.Sc. & S.Y.B.Sc. SEC & VSC

1. Courses to be fully practical-oriented, with theory integrated within experiments. 2. Minimum of 15 practical experiments should be there in syllabus of 60 hours workload 3. Project work should be excluded from internal assessment; separate marking heads – Group Discussions, Quiz, Viva, Attendance, Skill Component – to ensure maximum CO–PO attainment.
4. COs and POs should be properly mapped and aligned to achieve maximum attainment.

Resolution:

Resolved that the recommendations discussed and approved in the Board of Studies meeting will be presented before the Academic Council for final approval.

Agenda 3: To review, discuss, finalise and approve the proposed credit structure distribution as per NEP 2020 guidelines and institutional autonomy framework

Discussed that:

1. Whether the **Modern Indian Language (MIL)** chosen by a student may remain the same or be different
2. Since the **GR for including Environmental Studies (VEC) in the First Year** was received late, the first NEP batch was not given EVS in the first year itself but the provision applied for the **second batch**, ensuring compliance with credit requirements.



Recommended that:

- The **Modern Indian Language (MIL)** chosen by a student **may remain the same or be different** in consecutive semesters.
- The **VEC/EVS subject (4 credits)** should be completed in the **First Year (Sem I & II)**; offering EVS as per the GR can be considered for the **second batch**, as the GR was received late.
- **Variation in credit distribution** between batches is acceptable, provided the **total credits over three years** remain consistent with University norms.
- **Resolution:**
- **Resolved that** the recommendations will be presented before the Academic Council for final approval

Agenda 4: Evaluation and Assessment Methods

Discussed that:

- FY & SY: 60:40 (Internal:External) pattern retained.
- TY: 75:25 (Internal:External) pattern retained.
- Overall marks distribution and question paper generation by usage of QnSmarti software, was discussed along with the paper pattern template.

Recommended that:

Provide students with a standard question-paper template (format and marks distribution) in advance to communicate exam structure & weightage.

Resolution:

Resolved that the recommendations discussed and approved in the Board of Studies meeting will be presented before the Academic Council for final approval

Agenda 5 :Discussion on academic enrichment activities

Discussed that :

The Chairperson presented the Add-On course syllabus and also discussed the 522 NPTEL-SWAYAM enrolments, seed money projects, industrial visits, science fest, and related activities.

Recommendations:

The Add-On/Certificate Course should also introduce various **software tools for drawing chemical structures**. It should include the following components:

1. Conversion of **2D molecular models into 3D structures**.
2. Study of **stereochemistry and molecular geometry**.
3. **Energy minimization** to determine stable molecular structures.



St. John College of Humanities and Sciences

ALDEL EDUCATION TRUST'S
AUTONOMOUS
(A Christian Religious Minority Institution)
Affiliated to University of Mumbai



NAAC Accredited with Grade 'B++'

4. **Drawing and simulation of reaction mechanisms** using online tools.
5. **Presentation of molecular parameter studies** in research paper format.
6. Utilization of **free or university-accessible online molecular modeling tools**.

Resolution:

Resolved that the recommendations discussed and approved in the Board of Studies meeting will be presented before the Academic Council for final approval.

Agenda 6: Any other matter:

Discussed that :

1. It was also informed to other members that an Industrial Expert Mr. Sanjay Berad has also suggested including the basics of AI, PLC, and HMI to align with current industrial trends, as manual operations have significantly decreased. Introducing fundamentals of automation will help students understand modern industrial systems. Additionally, a three-month industrial training can be incorporated to provide practical exposure and hands-on experience.
2. The chairperson shared with the BoS members that the College is registered for the BIS Standards club & one of the student of S.Y.B.Sc. got selected for Residential camp of NIUS Chemistry undergraduate programme.

Recommended that:

No Recommendations

Resolution:

Resolved that the recommendations discussed and approved in the Board of Studies meeting will be presented before the Academic Council for final approval.

The BoS members appreciated the efforts and expressed their willingness to extend support whenever required.

Meeting Concluded with a Vote of Thanks by the Chairperson

BoS Chairperson



Principal