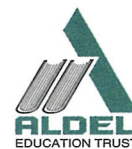




St. John College of Humanities and Sciences

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



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Minutes of the Meeting of Board of Studies – Department of Technology and Computing (B.Sc. I.T/C.S/D.S.)- Even Semester

Venue: St. John College of Humanities and Sciences

Date: 8th November 2025

Time: 10:00 a.m. onwards

The following members of Board of Studies were present:

Sr. No.	Name of the Members	Designation	Attendance
1	Ms. Trupti Bidaye	Chairperson- BOS	Present
2	Dr. Sindhu Mana	Associate Professor, Universal AI University	Online
3	Ms. Geeta Brijwani	Assistant Professor, HSNC University	Online
4	Dr. Sujitha Mohan	Assistant Professor, Thakur College of Commerce & Science	Online
6	Mr. Meet Shah	Alumni, Capgemini	Online
7	Dr. Sangeeta Dubey	Member, Asst. Professor , SJCHS	Present
8	Ms. Jigna Bhansali	Member, Asst. Professor , SJCHS	Present
9	Ms. Pooja Mishra	Member, Asst. Professor , SJCHS	Present
10	Ms. Komal Bhanushali	Member, Asst. Professor , SJCHS	Present



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AGENDA NO. 1:

To review the approvals in the Odd Semester during the Ad Hoc BOS meeting

DISCUSSED THAT:

The approvals granted in the previous Ad Hoc BOS meeting for the Odd Semester were reviewed in detail. The committee examined the courses, syllabus modifications, and structural changes that had been approved and implemented.

RESOLVED THAT:

The members noted the approved points and confirmed that the changes implemented in the Odd Semester were in accordance with the decisions taken during the Ad Hoc BOS meeting.

AGENDA NO. 2:

To discuss the Credit Structure

DISCUSSED THAT:

- The committee deliberated on the appropriate allocation of credits across various courses to ensure a balanced academic load for students.
- It was discussed that the credit structure should align with university guidelines, promote interdisciplinary learning, and include adequate weightage for theory, practical, and skill-based components.

RESOLVED THAT:

It was recommended that the credit structure be standardized across all programs, maintaining uniformity and academic rigor. The revised structure should be documented and implemented from the forthcoming semester after necessary approvals

AGENDA NO. 3:

To discuss the Curriculum Design and Revision for the Even Semester

DISCUSSED THAT:

- The committee discussed the curriculum design and revision for the Even Semester. It was emphasized that the curriculum should include a well-defined evaluation strategy for all credit-based components such as NSS and CC Courses, where assessment may be conducted either through a certificate or an examination.
- The importance of maintaining proper documentation for all credit-bearing activities was also highlighted.
- It was further discussed that a clear and comprehensive policy should be carefully designed to govern the implementation and evaluation of all credit courses to ensure uniformity and transparency.



RESOLVED THAT:

It was recommended that the curriculum for the Even Semester be revised to include structured evaluation mechanisms for NSS and Certificate Courses. Proper documentation must be maintained for all credit courses, and a detailed policy should be developed to standardize procedures for credit allocation and assessment across programs

AGENDA NO. 4:

To discuss and review the Evaluation and Assessment Methods and Finalization of Panel of Examiners for Theory and Laboratory Courses for Academic Year 2025-26

DISCUSSED THAT:

- The committee discussed the evaluation and assessment methods to be adopted for both theory and laboratory courses for the even semester of Academic Year 2025-26.
- It was emphasized that clear and transparent guidelines should be provided for internal assessments. Members suggested designing detailed rubrics for the evaluation of project-based and practical-based courses to ensure objectivity and uniformity in assessment.

RESOLVED THAT:

It was recommended that clear guidance be prepared for internal assessment procedures along with well-defined rubrics for project and practical evaluations to ensure unbiased assessment.

AGENDA NO. 5:

To discuss the M.Sc. (IT) Program

DISCUSSED THAT:

- The committee reviewed the existing structure of the M.Sc. (IT) program and discussed possible improvements. It was suggested to include a subject on Security to enhance students' knowledge in the area of data protection and cybersecurity.
- The members also emphasized the need to maintain a logical flow of subjects from Semester I to Semester IV to ensure continuity and progressive learning.
- Additionally, it was proposed to merge the Image Processing subject to create scope for introducing the new Security subject without altering the overall credit structure.



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RESOLVED THAT:

It was recommended that the M.Sc. (IT) curriculum be revised to include a new subject on Security. The subject flow across semesters should be reviewed to maintain academic progression, and the Image Processing subject may be merged or restructured to accommodate the change. The revised syllabus shall be finalized and implemented from the forthcoming academic year.

AGENDA NO. 6:

Any Other Matter

DISCUSSED THAT:

The committee discussed the need to maintain a uniform credit structure for all years of the Major program starting from the next semester. It was proposed that theory and practical components of certain subjects may be combined and offered as a single 3 or 4-credit course to streamline the structure. It was further discussed that practical sessions could be conducted for 3 hours to allow adequate hands-on exposure. The committee also suggested that a portion of practical work (around 10-15 hours) may be considered and evaluated as theory, while the remaining hours continue as practical, ensuring balanced learning and assessment.

RESOLVED THAT:

It was recommended that a uniform credit structure be adopted for all years of the Major program from the next semester. The theory and practical components may be merged appropriately into 3 or 4-credit courses, with practical sessions scheduled for 3 hours. A part of the practical component may be treated as theory, maintaining an effective balance between conceptual understanding and practical application.

The meeting concluded with a vote of thanks to all BoS members for their valuable suggestions and active participation.


BoS Chairperson


Principal

