Majlis/AC/2024/Meeting No.002

06.08.2024

MINUTES OF THE MEETING OF ACADEMIC COUNCIL OF MAJLIS ARTS AND SCIENCE COLLEGE (AUTONOMOUS) HELD ON 05 AUGUST 2024, 11 AM AT BOARD ROOM

Agenda:

1. To consider the question of approving the minutes of the meeting of the following Board of Studies
    - 1(a) Minutes of BoS in Journalism and Mass Communication held on 06.06.2024
    - 1(b) Minutes of BoS in Computer Science & Application held on 06.06.2024
    - 1(c) Minutes of BoS in Commerce and Management held on 07.06.2024
    - 1(d) Minutes of BoS in Other Languages (Malayalam, Arabic, Hindi) held on 10.06.2024
    - 1(e) Minutes of BoS in English held on 10.06.2024
    - 1(f) Minutes of BoS in Multimedia & Design held on 10.06.2024
    - 1(g) Minutes of BoS in Physics held on 11.06.2024
    - 1(h) Minutes of BoS in Microbiology & Biochemistry held on 13.06.2024
    - 1(i) Minutes of BoS in Sociology held on 14.06.2024
    - 1(j) Minutes of BoS in Chemistry held on 14.06.2024
    - 1(k) Minutes of BoS in Mathematics & Statistics held on 14.06.2024.
2. To consider the question of approving the Add on courses identified by the College Council/Board of Studies.
3. To consider the question of ratifying the action of Principal in approving the Academic-Examination Calendar for the year 2024-25
4. To approve the Sports and Fitness Policy prepared for Majlis Arts and Science College (Autonomous)
5. To consider the question of approving the Examination Manual (Evaluation and Assessment Policy) for Majlis Arts and Science College (Autonomous)
6. To consider the question of approving the Policy on Scholarship to the students of Majlis Arts and Science College w.e.f 2024 Admission.
7. To consider the question of approving the faculty development and mentoring policy
8. To consider the question of approving the feasibility report on setting up of incubation center in the College
9. To consider the question of restructuring/identifying new Programmes instead of Conventional B.Sc and M.Com Programmes.
10. Any other matter permitted by Chair.

MAJLIS ARTS AND SCIENCE COLLEGE
Date:
Malappuram
Kerala
PURAMANNUR-676552

Members Present:

1.	Dr.Mohamed Kutty Kakkakunnan, Principal	Sd/-
2.	Dr.Jose T Puthur, Professor, UoC	Sd/-
3.	Dr.Mohammed Shahin Thayyil, Professor, UoC	Sd/-
4.	Dr.Rahul PR, Scientist, Arya Vaidya Sala Kottakkal	(Online)
5.	Dr.Manzur Ali P, Principal MES Mampad College	(Online)
6.	Dr.Anas E, Principal, MES Ponnani College	(Online)
7.	Dr.Najila T Y, Assistant professor, MES Ponnani College	(Online)
8.	Dr.Noufal K P, Information Kerala Mission	(Online)
9.	Dr.Mohamedali P, Former Principal, MES Valanchery	Sd/-
10.	Sri.K Mohamed Haneefa , Associate Professor, Physics	Sd/-
11.	Sri.Abdul Jaleel PK, Associate Professor, Chemistry	Sd/-
12.	Smt.Santhakumari P, HoD, Chemistry	Sd/-
13.	Dr.Lembodharan Pillai, HoD, Hindi	Sd/-
14.	Sri.Noushad N , HoD,Media & Communications	Sd/-
15.	Sri.Nikhil PP, HoD, DCMS	Sd/-
16.	Smt.Hajara B, HoD, Arabic	Sd/-
17.	Sri.Ajayakumar, HoD, Computer Science	Sd/-
18.	Sri.Rajesh VP, HoD, Mathematics	Sd/-
19.	Sri.Sebin P, HoD, Sociology	Sd/-
20.	Dr.Abdul Majeed CT, HoD, English	Sd/-
21.	Sri.Muhammed Rafeekh T K, HoD, Physical Education	Sd/-
22.	Smt.Sabira P K, HoD, Malayalam	Sd/-
23.	Sri.Muhammed Thakyudeen M T, Asst Professor, Mathematics	Sd/-
24.	Sri.Sreejith K, Assistant Professor, Media & Communications	Sd/-
25.	Sri.Rafeeq P, Member Secretary	Sd/-

Item No. 1: To consider the approval of the minutes of the meeting of the following Board of Studies

1(a) Minutes of BoS in Journalism and Mass Communication held on 06.06.2024

Resolved to approve all items in the minutes.

1(b) Minutes of BoS in Computer Science & Application held on 06.06.2024

Resolved to approve all items in the minutes.

1(c) Minutes of BoS in Commerce and Management held on 07.06.2024

Resolved to approve all items except item no.4 in the minutes which is the recommendation to split the commerce and management Studies Board into two separate entities for B.Com and BBA. In this case, resolved to authorize the Chairman, Academic Council to take a final decision on this matter in consultation with external experts.

1(d) Minutes of BoS in Other Languages (Malayalam, Arabic and Hindi) held on 10.06.2024

Resolved to approve all items in the minutes.

1(e) Minutes of BoS in English held on 10.06.2024

Resolved to approve all items in the minutes.

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1(f) Minutes of BoS in Multimedia & Design held on 10.06.2024

Resolved to approve all items in the minutes.

1(g) Minutes of BoS in Physics held on 11.06.2024

Resolved to approve all items in the minutes. It is also resolved to enter into MoU with good companies for sending students to internship as per the syllabus.

1(h) Minutes of BoS in Microbiology & Biochemistry held on 13.06.2024

Resolved to approve all items in the minutes.

1(i) Minutes of BoS in Sociology, Psychology &History held on 14.06.2024

Resolved to approve all items in the minutes.

1(j) Minutes of BoS in Chemistry held on 14.06.2024

Resolved to approve all items in the minutes.

1(k) Minutes of BoS in Mathematics & Statistics held on 14.06.2024.

Resolved to approve all items in the minutes.

Item No. 2: To approve the Add on courses identified by the College Council/ Board of Studies.

The meeting resolved to approve the following certificate/Add on courses identified by Board of Studies /College Council.

Sl No	*Name of Department*	*Certificate Course approved by College Council*
1	*MEDIA & COMMUNICATION*	*Game Development*
		Visual effect & Compositing
		Digital Photography
2	*COMMERCE &MANAGEMENT*	*Logistics Management*
		Tally
		Stock Market
		Financial Accounting
		GST
3	*CHEMISTRY*	*Water Quality Assessment*
4	*COMPUTER SCIENCE*	*Cyber Security*
		Cloud Computing (AWS)
5	*MATHEMATICS*	*Data Science*
		Data Analytics
6	*PHYSICS*	*Data Science*
		Data Analytics
7	*MICROBIOLOGY*	*HACCP in Food and Drinking Water Safety*
		Genomic Data Science
8	*ENGLISH*	*English for competitive Examinations*
		Spoken English for Skill Development Course
		Advanced English Proficiency
9	*SOCIOLOGY*	*Counselling Psychology*
		Counselling and Psychotherapy

The Academic Council suggested to consult with Industry Partners and other employers and design the syllabi according to their needs so as to ensure employability to students.

Item No. 3: To consider the question of ratifying the action of Principal in approving the Academic – Examination Calendar for the year 2024-25

It is resolved to ratify the action of the Principal (Chairman, Academic council) in having approved the draft of Academic-Examination Calendar as authorized by the Academic Council in its meeting held on 25.03.2024. It is further resolved that all possible efforts shall be taken to follow the Calendar. Remedial classes, extra classes or extra hours may be taken by teachers to complete the portions to make up the loss of working days that may occur during the academic year.

Item No. 4: To approve the Sports and Fitness Policy prepared for Majlis Arts and Science College (Autonomous)

It is resolved to add a point in section No.4 of the Policy stating that the Body Mass Index (BMI) of the all students will be tested and records will be kept in Physical Education Department. This testing will be completed within 2 months after closing the admission in each year.

It is further resolved to approve the draft "Sports and Fitness Policy" prepared by the team headed by HoD, Physical Education with addition of above mentioned Clause.

Item No. 5: To consider the question of approving the Examination Manual (Evaluation and Assessment Policy)

It is resolved to approve the Comprehensive Evaluation and Assessment Policy ***(Examination Manual)*** *prepared by the team headed by Controller of Examinations incorporating the University Order Number wherever required and adding a statement that "any matter/topics that are not mentioned in this Manual will be dealt as per the prevailing University rules".*

Item No. 6: To consider the question of approving the Policy on Scholarship o the students of Majlis Arts and Science College w.e.f 2024 Admission.

It is resolved to defer the matter to the next meeting, as some more discussions are required with Management, in the context of recent landslide incident in Wayanad, to explore the possibility of extending the benefit of scholarship to such affected students. The final Draft shall be submitted to the next Academic Council positively.

Item No. 7: To consider the question of approval of Faculty Development and Mentoring policy

Dr. Jose T Puthur suggested that maximum efforts shall be taken to send the teachers for Orientation Training organized by HRDC/TLC at University. Dr.Rahul pointed out that the teachers shall be encouraged to publish the articles in high standard Publications. Dr.Mohamedali suggested to provide seed money for beginners for their minor research Projects. It is also suggested that the Central Instrumentation facility available at University can be utilized by the teachers. Dr. Shahin Thayyil suggested that an Orientation Programme may be conducted for teachers on how get funds from funding agencies such as UGC/CSIR etc. It was also suggested to introduce best teacher awards in all braches such as Humanities, Language, Science, Commerce etc

After detailed discussion, it is resolved to approve "Faculty Development and Mentoring Policy" prepared by IQAC by incorporating the clause that Best teacher Awards will be introduced for teachers in all faculties such as Humanities, Language, Science & Commerce. It is further resolved to constitute an Advisory Committee for FDP by including external expert also in the committee and authorized the Principal to constitute the same.

Item No. 8: To consider the question of approval of setting up of incubation center in the College

The feasibility report on setting up of Incubation Centre in the Majlis Arts and Science College is approved.

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The matter of providing seed money, having MoU between with incubatee and the College, collaboration with Kerala Start up mission, getting back a certain percentage of revenue to the College etc were discussed in detail.

It is resolved to constitute an Advisory Committee consisting of representatives from Company, Kerala Startup Mission, University of Calicut and other reputed institutes and to conduct meeting as required for realization of the project. The Academic Council Chairman (Principal) is authorized to constitute the Committee.

tem No. 9: To consider the question of restructuring/identifying new Programmes instead of Conventional B.Sc and M.Com programmes.

The question of restructuring/identifying new Programmes, instead of Conventional B.Sc and M.Com programmes in the College, due to poor intake was discussed in detail. Majority of the members opined that this effect is temporary having a cyclic nature and disaffiliation of above programmes would not be a wise decision. It is suggested to wait for one more admission year. Members suggested to change the Syllabus within the limit permitted by University to attract students.

It is resolved to modify the Syllabi of those programmes having poor intake in consultation with industries so as to meet their specific requirements thereby producing more employability which will attract students to those programmes. It is further resolved to constitute a committee with experts nominated by principal to study the matter and propose suggestions.

Item No. 10: Arising out of discussion, the meeting considered the question of approval of the minutes of the meeting of the Board of Studies in English held on 30.07.2024 and *resolved to approve all items the minutes.*

The meeting ended at 01.45 pm

30/8/24

MEMBER SECRETARY

MAJLIS ARTS AND SCIENCE COLLEGE
Date:
Malappuram
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PRINCIPAL