

**GOVERNMENT COLLEGE (AUTONOMOUS), RAJAHMUNDRY**

Accredited by NAAC (RAF-2017) with A<sup>+</sup> Grade (CGPA: 3.38/4.00)

Affiliated to Adikavi Nannaya University, Rajahmundry

**DEPARTMENT OF BOTANY**

Minutes of the Board of Studies Meeting for Botany

Date: 30<sup>th</sup> August, 2023; Time: 10.00 AM

The Board of studies meeting of the Botany was convened at 10:00 AM on 30-08-2023 in the staff room of the department under the chairmanship of Dr. A. Srinivasa Rao, Lecturer in-charge of the department. The members present discussed various aspects such as design of curricula, changes in the syllabi, model question papers, scheme of valuations, etc., for the academic year 2023-2024 and made the following resolutions:

**Resolutions:**

**Agenda 1:** Curriculum design as per the guidelines of U.G.C. and framework given by Andhra Pradesh State Council of Higher Education (APSCHE) for I to VI semesters for both theory and practical courses.

**Discussion:** All the BOS members who attended the meeting gone through the curricular framework given by the chairman of BOS and discussed about the courses of I to VI semesters under the single major system coming into force from the Academic Year 2023-24.

**Resolution:** All the members of the BOS have unanimously accepted the new academic regulations that come into force from 2023-24 AY.

**Agenda 2:** Design of Programme Outcomes for new programmes, Course Objectives and Course Outcomes for new courses.

**Discussion:** Dr. A. Srinivasa Rao, Chairman of BOS explained the institutional policy on POs and COs and also guide lines of NEP-2020. A systematic discussion was happened on this aspect.

**Resolution:** The BOS members have resolved to approve POs', Programme Specific Outcomes (PSOs), Course Objectives and Course Outcomes designed for the following single major programmes that will be operated from the Academic Year 2023-24.

1.B.Sc., Botany (Honours and Research)

2.B.Sc., Organic Farming (Honours)

**Agenda 3:** Framing of Single Major System, course structures and designing of syllabi for all courses in Botany and Organic Farming w.e.f. 2023-24 admitted batch.

**Discussion:** The chairman of BOS proposed that syllabi should be designed in line with the COs designed, in tune with the aim and objectives of the college. All the members have accepted and made the following resolution.

**Resolution:** It is resolved to

A. Implement multiple entry and multiple exit patterns under a single major system w.e.f. 2023-24 admitted batch as per the guiding laws given hereunder:

1. After completion of the first year, a student may exit with a certificate.
2. After completion of the second year, a student may exit with an advanced diploma.
3. After completion of the third year, the student may exit with a degree.
4. After completion of the fourth year, the student will get an Honours Degree by course study or by Research.

B. Implement the syllabi designed, blueprints and model question papers for courses of I Semester for two single major system programmes i.e., Botany and Organic Farming offered by the department from the 2023-24 admitted batch.

C. Offering some of the courses from the Botany major programme as the minor courses for other major programmes offered in the college from the II semester onwards.

**Agenda 4:** CBCS syllabus design for 2021-22 and 2022-23 admitted batches.

**Discussion:** All the members have discussed that the syllabi approved in previous BOS meetings under CBCS for 2021-22 and 2022-23 admitted batches.

**Resolution:** All the members of the BOS have resolved to approve and implement the syllabi designed, blueprints and model question papers for theory and practical courses of B.Sc., (Botany) programmes of odd and even semesters as per CBCS during the Academic Year 2023-24.

**Agenda 5:** Syllabus design for Multi-Disciplinary Course (MDC) in a single major system.

**Discussion:** The Chairman of BOS proposed to design one MDC for students pursuing single major programmes from B.A., and B.Com., streams during I semester of I year in the college from 2023-24 admitted batch to train the students in a multi-dimensional way. All the members have seen the syllabus of the course offered by the department and expressed satisfaction.

**Resolution:** It is unanimously approved to offer 'Principles of Biological Sciences' as MDC to students from B.A., and B.Com., single major programmes. The syllabus and model question paper for the course concerned were approved.

**Agenda 6:** Design of the syllabi for Certificate Courses (CCs).

**Discussion:** All the BOS members are informed by the chairman about the institute's policy on offering a CC in IV semester to students of II year. Further, explained that it is mandatory for a student to get his/her degree. Sri K. Gani Raju, faculty member of the department proposed to offer a new certificate course, Bioinstrumentation. The members discussed the syllabi of the previously offered CC and the new CC proposed from 2023-24 A.Y.

**Resolution:** The BOS members have resolved to approve and implement the designed syllabi and model question papers for the following two certificate courses from this academic year.

1. Plant Nursery Management and Propagation
2. Bioinstrumentation

**Agenda 7:** Inclusion of additional inputs in the curriculum.

**Discussion:** All the members of BOS discussed thoroughly utilizing the flexibility under academic autonomy to include certain additional inputs in the curriculum for value addition to provide edge-over knowledge to the learners for vertical mobility i.e., to pass through P.G. entrance examinations of various universities and to get employment by facing competitive examinations.

**Resolution:** All the members of the BOS have unanimously accepted and resolved to include certain additional inputs in all Botany courses.

**Agenda 8:** Innovative Teaching-Learning Methodologies.

**Discussion:** The faculty members of the department proposed to deliver the Botany and other courses offered in blended mode for the benefit of the students to understand the topics in an effective way. Subject experts Dr. P. Prayaga Murthy and Dr. M. Krishna Rao supported the aspect. They further stressed the use of LMS by both faculty members and students for this purpose.

**Resolution:** All the members of the BOS have unanimously accepted it and resolved to teach all the courses offered by the department in a blended mode to engage the learners both offline and online for a better understanding of concepts in the subjects concerned.

**Agenda 9:** Continuous Internal Assessment (CIA) and Semester End Examination (SEE) pattern.

**Discussion:** The chairman of BOS informed the members about the Standard Operating Procedure (SOP) customized by the college on both CIA and SEE.

**Resolution:** It is unanimously resolved to follow CIA and EE pattern given below.

1. Conduct of CIA for 50 marks and Semester End Examination (SEE)/EE for 50 marks for all courses as per the SOP designed by the academic cell of the institution.

**Evaluation:** CIA for each course will be done as follows:

S.No.	Component of CIA	Marks allocated
1	CIA-I: Off-line examination (after completion of 50% syllabus)	20
2	CIA-II: Online examination	10
3	Attendance (Above 95% -5; 91% to 95% -4; 86% to 90% -3; 81% to 85% -2; 75% to 80%-1; below 75% - 0 marks)	05
4	Pedagogical Strategies:	
	a. Assignments	05
	b. Participation or paper presentation in student seminars /Workshops/Group Discussions/ Quiz/Student Study Project/Field Visit/Survey	05
	c. Viva-voce	05
<b>Total marks for CIA =</b>		<b>50</b>

**Note:** The minimum pass mark for both internal and external examinations is 18 marks (36%). Nevertheless, a student has to get 40% marks (40 out of a total of 100 marks) to pass the course concerned.

**Agenda 10:** Question paper pattern for Semester End Examination.

**Discussion:** A detailed discussion was done to frame a question paper pattern to assess/ evaluate the student's performance in a transparent manner.

**Resolution:** All the members of the BoS have resolved to accept the following question paper patterns for B.Sc., students admitted during the present and previous academic years.

**A. Single major system:**

**1. For I Semester:** The following blue print is proposed and approved in BOS for the question paper of two courses i.e., (a) Introduction to Classical Biology and (b) Introduction to Applied Biology offered during I Year students taking I Semester end examination. The student has to answer any 3 questions from Section-A and all questions in Sections B and C.

Unit Number	SECTION-A (Long Answer Question)	SECTION-B (Very Short Answer Question) (Objective/MCQ)	SECTION-C (Very Short Answer Question) (Matching type)
I	1	4	-
II	1	-	1
III	1	4	1
IV	1	-	-
V	1	4	-

**2. For II Semester:** The following blue print is proposed and approved in BOS for the question paper of two courses in Botany (Honours – Major and Minor) and Organic Farming – Major from the II Semester to the end of the programmes concerned.

Unit Number	SECTION-A (Long Answer Question)		SECTION-B (Short Answer Question)	
	To be given	To be answered	To be given	To be answered
I	1	Any three (03) questions	2	Any five (05) questions
II	1		2	
III	1		2	
IV	1		2	
V	1		2	
From any Unit (I to V)	1		-	

**B. Three major system (CBCS):** The question paper pattern approved in the previous BOS meetings is to be followed for the students of II and III years pursuing courses of Botany.

**Agenda 11:** Community Service Project/ Internship/ On-the-job training.

**Discussion:** A discussion was made about the implementation of Community Service Project (CSP), Internship (short term and long term) / Apprenticeship / On-Job-Training (OJT) and the benefits for the learners.

**Resolution:** It is consistently resolved to follow the guidelines of APSICHE for conducting the CSP, Internship/ Apprenticeship/OJT in the given stipulated period.

1. **Single major system:** During Semester I and Semester II the student has to learn two courses each. At the end of Semester II, the student has to take up a CSP for 180 hours that has 4 credits.
2. **Three major system (CBCS):** The core subject Botany comprises one course in the III Semester (Course-3), two courses in the IV Semester (Courses 4 and 5) and two courses in the V/VI semester (Courses 6 and 7). Every student mandatorily goes for a 2-month short-term internship (4 Credits) after IV Semester and a 6-month long-term internship (12 credits).

**Agenda 12:** Department's action plan of academic activities for the year 2023-24.

**Discussion:** A discussion was made about the activities to be conducted by the department. All the members felt a need for co-curricular and extra-curricular activities to impart and inculcate thorough knowledge to the students in the courses offered. Further, subject experts opined that eminent personalities in the subject area to be invited as resource persons to give a scope to learners for understanding the thrust areas in the subject. All members also felt a need to organize national and state-level conferences/seminars for the capacity building of faculty members and for the benefit of students taking UG and PG programmes of the department.

**Resolution:** All the members of the BOS have approved the departmental action plan for the ensuing academic year.

**Agenda 13:** List of question paper setters and examiners.

**Discussion:** A discussion was made to finalize the list of question paper setters and examiners.

**Resolution:** The BOS members have approved the revised list of Examiners and Paper setters.

**Agenda 14:** Any other item with the permission of the chairperson.

**Discussion:** The subject experts orated on strengthening the laboratories by procuring the necessary equipment to provide practical skills to the students. The members also felt a dire need to have a good plant tissue culture laboratory for research by faculty members and students. Further deliberations and discussions took place on development of a good botanic garden with RET species from the Eastern Ghats and other parts of the country. The members of BOS also discussed about imparting skills to students opted for Organic Farming (Honours) programme by inviting experts and by conducting field based trainings.

**Resolution:** All the members of the BOS have approved to prepare a comprehensive plan and to submit it to the higher authorities of the college for strengthening the laboratories and to establish a good plant tissue culture laboratory. It is solidly resolved by all members to increase the diversity of plant species in the botanic garden with necessary support from the higher authorities of the college in a phased manner and a well-planned way. It is resolved to invite experts to organize hands on trainings to students of Organic Farming (Honours) programme.