

Saint Claret College (Autonomous), Ziro

Arunachal Pradesh

Minutes of the Second Meeting of the Academic Council

Date: November 27, 2024

Time: 10:30 AM

Venue: Board Room

Mode: In person/Online

Members Present:

The Principal (Chairman)

1. Fr. (Dr). Allwyn Mendoz

All the Heads of Departments in the Autonomous College

Heads of Undergraduate Departments

2.	Dr. Seigoumang Chongloi	-	Department of Anthropology
3.	Mr. Lobsang	-	Department of Economics
4.	Mr. Nyumme Nomuk	-	Department of Education
5.	Ms. Junu Elapra	-	Department of English
6.	Mr. Jeremiah Modi	-	Department of Geography
7.	Ms. Tage Piku	-	Department of History
8.	Mr. Takhe Apa	-	Department of Political Science
9.	Ms. Koj Rinyo	-	Department of Psychology
10.	Ms. Jamroi Rera	-	Department of Commerce
11.	Ms. Hage Kanya	-	Department of Management
12.	Mr. Horrething Lungleng	-	Department of Mass Communication
13.	Dr. Mousumi Saikia	-	Department of Social Work

Heads of Post Graduate Departments

14.	Dr. Mrs. Vajana Thakuria	-	Department of Geography
15.	Dr. Ms. Jumter Loya	-	Department of Political Science

Four teachers of the Autonomous College representing different categories of teaching staff by rotation on the basis of seniority of service in the College.

16.	Dr. Mrs. Sonisha R. Syiem	-	Assistant Professor (Level 11)
17.	Dr. Bhaboklang Sokhlet	-	Assistant Professor (Level 11)

Not less than four experts/academicians from outside the Autonomous College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences, etc., are to be nominated by the Governing Body.

18. Dr. Sr. Annamma Philip, fmm - Representing Education
19. Shri Robin Hibu, IPS - Representing Civil Services
20. Shri P.K. Gopinathan - Representing Law

Three nominees of the University, not less than Professors.

21. Prof. Nani Bath, Dept. of Political Science, Rajiv Gandhi University, Itanagar
22. Prof. Nishamani Kar, Dept. of Geography, Rajiv Gandhi University, Itanagar
23. Prof. S. K. Jena, Dept. of Commerce, Rajiv Gandhi University, Itanagar

The Controller of Examination of the Autonomous College

24. Dr. Utpal Talukdar, Dept. of Geography

A faculty member nominated by the Principal (Member Secretary).

25. Fr. Arnest Kharmawlong, Asst. Prof., Dept. of English

Apology of absence was received from:

Teachers of the Autonomous College representing different categories of teaching staff by rotation on the basis of seniority of service in the College.

1. Dr. D. Jeevan Kumar - Professor, Dept. of Political Science (Level 14)
2. Ms. Geeta Zirdo - Asst. Prof., Dept. of Mass Communication (Level 10)

Expert from outside the Autonomous College representing such areas as Industry, etc., nominated by the Governing Body.

3. Shri Tasso Hinda - Representing Industry

The second meeting of the Academic Council of Saint Claret College (Autonomous), Ziro began with the Claretine prayer.

Dr. Fr. Allwyn Mendoz, Principal of the College and Chairperson of the Academic Council welcomed all the members: the Heads of Departments, the nominated faculty members, the Controller of Examinations, member secretary, the Governing Body and Rajiv Gandhi University nominees, to the second meeting of the Academic Council.

The Chairperson then requested that the minutes of the first meeting of the Academic Council be read by Dr. Mrs. Sonisha R. Syiem, Academic Dean, and be passed by the council members.

The minutes were passed by all members of the Council.

The next item on the agenda was the presentation of the Curriculum Framework by the Academic Dean for the UG and PG programmes for Semesters 1 to 8, for the batch of students admitted in the academic year 2024-2025. The curriculum structure followed that of the parent university and as per the NEP 2020 in terms of total number of credits to be earned by a student for a certificate / diploma / degree / honours programme.

Passing of Syllabi as approved by the respective Boards of Studies

The heads of the Undergraduate and Post Graduate departments then presented the syllabi for semesters 1 and 2 (except PG department of Geography for which the syllabus was passed only for semester 1), and requested the members of the Academic Council to ratify the syllabi as approved by their respective Boards of Studies.

The Academic Council ratified the syllabi presented by the HoDs of the following departments.

- i. Anthropology
- ii. Economics
- iii. Education
- iv. English
- v. Geography
- vi. History
- vii. Political Science
- viii. Psychology
- ix. Commerce
- x. Mass Communication
- xi. Management
- xii. Social Work

The Council members suggested some input and feedback which could be incorporated when the college undertakes revision of the curriculum and syllabi. These are as follows:

- a. Professor Nishamani Kar suggested that the Department of Geography rename the UG

programme as Bachelor of Arts (BA) and Bachelor of Science (B.Sc).

- b. Shri Gopinathan suggested:
 - i. Introducing innovative concepts, such as Remote Sensing, and recommended referring to universities that have excelled in teaching this subject. The chairperson informed the council members about the Memorandum of Understanding (MoU) between the Indian Remote Sensing (IRS) branch of ISRO and Saint Claret College in Ziro. This MoU establishes a joint venture to offer a certificate course in remote sensing and designates the college as the nodal centre for ISRO.
 - ii. Keeping track of grants and funds to support projects and innovative works aimed at enhancing the college's offerings.
 - iii. Increasing number of students enrolling in the Political Science department and urged the department to provide proper guidance.
 - iv. Setting up a Research Centre (RC) for the postgraduate department as mandated by the UGC.
- c. Prof. Kar expressed that a Master's program in the Department of Psychology could be started within the next three years. The members discussed the significance of mental health in today's society. In this regard, the chairperson informed the group about the college's counselling cell and its varied activities both on and off campus.
- d. Shri Robin Hibu, IPS, shared his perspective:
 - i. On the importance of counselling cells. He mentioned about the possible collaboration with the NGO, 'Helping Hands'.
 - ii. About the Northeast region having the fourth-highest suicide rate in the country and Ziro being notorious for the same reason, the College could work on finding suitable solutions for this issue. He offered his support and willingness to collaborate further with the counselling cell and the Department of Psychology in the future.
 - iii. For the Department of Mass Communication, to develop relevant syllabi that focus on photojournalism, particularly centred around the localities of the valley and its deep-rooted culture. He expressed that the department has the potential to prepare its students for roles in both national and international media houses.
 - iv. The importance of creating locally-centred syllabi. He suggested using successful establishments like E&K and Naara-Aaba as case studies for the Department of Commerce/ Management. He recommended that these Departments reach out to educate self-help groups and NGOs on financial education.
 - v. A combined training program for the Department of Social Work, in which the department would be responsible for grading the theoretical component while Helping Hands would certify the practical component. He suggested initiating a pilot project by the Department to collect data on a rehabilitation centre and an orphanage.
 - vi. That the Department of Management incorporate syllabi reflecting the robust system for water management and sustainability within the Apatani community and the functioning of the irrigation system. He proposed a pilot project to revive the Kley River.
- e. Prof. S.K. Jena highlighted on the importance of giving the right exposure to students and emphasized on developing the human resources so that the students can also be

empowered.

The regulations for Attendance of students were presented by Dr. Mrs. Sonisha Rimai Syiem, the Academic Dean as follows:

Regulations for attendance:

All students should have a minimum of 75% attendance for each course of study for the semester in progress.

Students having shortfall in attendance will be dealt with as per the institution's policy.

Prof. S. K. Jena recommended including a provision for condonation of attendance for up to 60%, in accordance with the Supreme Court's ruling.

Shri Gopinathan and Shri Robin Hibu stressed the need for strict action against those with insufficient attendance. They suggested that a screening committee could be established, headed by the Academic Dean, along with selected members, to verify the legitimacy of cases involving Medical Leave, Natural Disasters, or other unforeseen circumstances.

The **Regulations for Testing and Evaluation** were presented by Dr. Utpal Talukdar, Controller of Examinations. The highlights of the regulations are as follows:

- a. Assessment/ evaluation shall comprise of: Continuous Internal Assessment (CIA) and End-Semester Examination (ESE).
- b. CIA shall be made up of three components *viz.*, 2 (Two) Sessional Tests and a third component which can be in the form of Assignment, Project, Seminar, Book Review etc.
- c. There shall be no minimum marks in respect of internal assessment. Attendance is mandatory for all components of CIA.
- d. Minimum required attendance is 75% in each course.

Students with attendance shortage, who are not allowed to take the ESE will have to repeat the semester.

- e. The minimum required pass mark in ESE is 35% (UG Courses) and 45% (PG Courses)
- f. The minimum required aggregate of CIA and ESE is 40% (UG) and 45% (PG).
- g. Students who are eligible to appear for the End Semester Exams can progress to higher semesters with backlogs. The students can clear their backlogs/ back-papers in the ensuing semesters whenever it is offered next. However, the students must adhere to the time frame of five years (for three-year degree programme) and seven years (for the four-year degree with honours programme) for the completion of the programme.

The members expressed their opinions on the above-mentioned points;

Prof. S. K. Jena opined that there should be a minimum pass mark in the CIA. Prof. Nishamani Kar, Dr. Sr. Annamma, Shri Robin Hibu and Shri Gopinathan placed their opinions in favour of the norms proposed by the college. All the other members expressed that, since it does not violate UGC norms and since this is being practiced by several other

institutions in the country, the College should go ahead with the ‘no minimum pass marks for CIA’ norm. The members felt that this policy would be beneficial for the students.

The members also agreed to the rule on progression as presented by the CoE.

The regulations for Testing and Evaluation were passed by the Academic Council.

Shri. Robin Hibu highlighted the importance of ensuring justified evaluations for the practical components. He suggested that evaluators should provide explanations for the highest and lowest marks awarded to students in both CIA and ESE.

Shri. Gopinathan suggested that the chairperson conduct an orientation for the faculty members of the college to have a better understanding of its autonomous status.

Concluding Remarks:

The Chairperson in his concluding remarks requested the support of the External members of the Academic Council in guiding the college.

The meeting concluded with a vote of thanks by the Academic Dean, thanking the members for their timely guidance and hoping that members would continue to share their expertise for the smooth functioning of the institution.