

**S.P.Mandali's**

RAMNARAIN RUIA AUTONOMOUS COLLEGE, MUMBAI-19

Minutes of the meeting of the Board of Studies in MICROBIOLOGY

Date: 23<sup>rd</sup> August 2019

Time: 11 am

Venue: Conference Room

Members Present:

Sr. No.	Name
1	Dr. Anushree Lokur
2	Dr. Krutika Desai
3	Dr. Annamma Anil Odaneth
4	Dr. Nishigandha Naik
5	Dr. Rajesh Patkar
6	Dr. Varsha Shukla
7	Dr. Mayuri Rege
8	Mr. Swapnil Pradhan
9	Mr. Sachin Rajagopalan
10	Ms. Shveta Tiwari
11	Ms. Nabila Kachi
12	Ms. Aakifa Ansari

Dr. Archana Krishnan and Mr. Vidyadhar Tupe were granted leave of absence.

**Agenda Item No. 1:** To revise, if needed, and pass the syllabus for FY/SY/TY BSc/MSc (Even semesters) classes

**DISCUSSED THAT:**

The design of FYBSc syllabus is found to be apt class. However, for the SYBSc class for semester IV under the practical's for paper III for Dairy Microbiology it was discussed that rapid tests like clot on boiling, phosphatase, alcohol precipitation should be added. The syllabus for TYBSc was also reviewed and found to be apt. M.Sc curriculum for semester II and IV (19-20) was discussed in detail, whereas the grid for Sem III and IV (2020-21) was



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reviewed. The board suggested that for specific topics like Biosecurity, Biosafety, Biostatistics, Lab accreditation experts in respective fields should be invited to conduct guest lectures. All the members agreed that case-study based learning should be used as regular method for teaching. The component of internship for semester IV in MSc part II was appreciated by all the members. However, they suggested that the internship mentors of students should share details of the projects along with the project titles that the students will be working on at their facility with the faculty co-ordinators. It was also suggested that protocols from nature publications and other such open information sources for designing the experiments for MSC dissertation. It was also decided that students should be trained on regular basis for improving their presentation and communication skills. It was decided that basic layout of the syllabus for semester III and IV for the academic year 2020-2021 with broad unit titles would be shared with the board members so that they can give their valuable suggestions.

It was generally suggested that emphasis should be given on enhancing the interpretation skills of the students

#### **RESOLVED THAT:**

The board resolved that the syllabi for even semesters of FY/SY/TY BSc and MSc Part 1 and current M.Sc Part 2 were passed.

**Agenda Item No. 2:** To decide on the changes in the modalities of assessment, is any, which includes the question paper pattern, for internal and external examination.

#### **DISCUSSED THAT**

It was discussed during the meeting that pre-lab, post lab sessions and assignment books can be used as a parameter for marking for undergraduate students for their internal practical assessment. Also, it was suggested that software's like Moodle, Google sheets and Google forms can be used for conducting online tests. The members also suggested that the rubrics for the assessment for internal practical should be communicated to the students. The theory examination pattern for the undergraduate classes was revised such that the semester end examination has 75% options and more subjective questions. This change was done because the pattern for internal class test was decided to be completely objective based. The board mentioned that the rubrics for marking the dissertation and dissertation presentation should be



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added to the MSc semester III syllabus. It was a general suggestion of the board that the question papers for higher classes should be high order questions as per Bloom's taxonomy

#### **RESOLVED THAT**

The modality of assessment for practical internal examination (UG level), paper pattern for Semester end examination (UG) and of Sem IV of PG was passed.

**Resolution Agenda Item No. 3:** To approve the PhD course work

#### **DISCUSSED THAT**

The entire PhD coursework should have 12 credits. It was suggested that the coursework can be divided into theory papers (worth 6 credits) and remaining credits can be given for attending/ presentations in seminars and conferences. The theory papers would be research methodology in semester I and a paper on skill development of the student in semester II. Alternatively, it was also suggested that workshops, seminars and poster presentations should be a mandatory criteria for the award of a degree and they should not be having a weightage of 6 credits. It was also suggested that for the skill development of students interdepartmental rotations can be done. It was also suggested theory topics on IPR and entrepreneurship should be included in the coursework. It was also suggested that the course can be divided as specialized course, compulsory course and optional course on Social responsibility.

#### **RESOLVED THAT**

The members will finalize the PhD coursework and communicate the same with the board members via email.

Since there was no other matter that was raised by the members, Dr. Anushree Lokur thanked the members and the meeting was adjourned.

*Asidam*

HEAD DEPARTMENT  
OF MICRO-BIOLOGY



S.P.Mandali's

**RAMNARAIN RUIA AUTONOMOUS COLLEGE, MUMBAI-19**

**Minutes of the meeting of the Board of Studies in MICROBIOLOGY**

**Date: 6<sup>th</sup> April 2020**

**Time: 2:00 pm**

**Meeting held via Zoom**

**Members Present:**

Sr. No.	Name	Designation
1	Dr. Anushree Lokur	Head & Chairperson
2	Dr. Krutika Desai	Vice Chancellor's Nominee
3	Dr. Annamma Anil Odaneth	Subject Expert from other university
4	Dr. Nishigandha Naik	Subject Expert from other university
5	Dr. Archana Krishnan	Representative from Industry
6	Dr. Rajesh Patkar	Post Graduate Meritorious Alumnus
7	Dr. Varsha Shukla	Member
8	Mr. Vidyadhar Tupe	Faculty, Ruia College
9	Mr. Niranjana Chavan	Faculty, Ruia College
10	Mr. Nitin Ladvi	Faculty, Ruia College
11	Dr. Mayuri Rege	Faculty, Ruia College
12	Mr. Swapnil Pradhan	Faculty, Ruia College
13	Mr. Sachin Rajagopalan	Faculty, Ruia College
14	Ms. Shveta Tiwari	Faculty, Ruia College
15	Ms. Nabila Kachi	Faculty, Ruia College
16	Ms. Aakifa Ansari	Faculty, Ruia College



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**Attendance of the members:**



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## Minutes of the Board of studies Meeting in Microbiology

**Agenda Item No. 1:** To pass the minutes of the BoS meeting held on 23<sup>rd</sup> August 2019 and discuss the action taken report.

### DISCUSSED THAT:

The Minutes of the meeting and the action taken report were discussed and no objections were raised

### RESOLVED THAT:

The minutes of the BoS meeting held on 23<sup>rd</sup> August 2019 were passed.

**Agenda Item No. 2:** To revise and approve the syllabi for FY/SY/TY BSc and MSc I & MSc II for odd semesters

### DISCUSSED THAT:

FYBSc

The changes incorporated in the syllabus were explained by Mr. Sachin Rajagopalan. Dr. Krutika Desai suggested that in paper RUSMIC101 Unit 3, in the next revision, it will be a good idea to incorporate fatty acids and water in first year and Amino acids and proteins in the second year. Dr. Annamma Anil suggested a new reference book for the topic titled as "Harper's Illustrated Biochemistry".

SYBSc:

The changes incorporated in the syllabus were explained by Mr. Niranjan Chavan. In the SYBSc syllabus for semester III for paper RUSMIC302 Dr. Krutika Desai suggested a rearrangement in the topics in unit 1.2 and 3.1. She also suggested a new reference for the section on biostatistics named "Biostatistics by Veer Bala Rastogi" and that newer techniques for analysis of nucleic acids should be added to the syllabus. Dr. Archana Kirshnan suggested that practical on "Resolving proteins by HPLC" can be added to the syllabus.

TYBSc:

The changes incorporated in the TYBSc syllabus were explained by Mr Swapnil Pradhan. In paper RUSMIC502 Dr. Nishigandha Naik suggested that viral diseases can be added to unit 1.3.

TYBSc AC:

The changes incorporated in the RUSACBT501 were explained by Ms. Aakifa Ansari. No suggestions were given.

M.Sc Part I Sem I: Ms Shveta Tiwari explained the changes suggested in Part 1. She justified the shift of paper on Research Methodology to Sem I and the shift of Emerging Areas in Biology to Sem III instead. The board suggested that in the paper on Research Methodology,



review papers on grey literature and use of software's like GraphPad prism and R should be encouraged.

Dr. Desai suggested that tRNA and rRNA processing should also be added in the Genetics paper. She also suggested addition of experiment on 'Study of galactose transport in yeast', and agreed to share the protocol.

M.Sc Part 2 Sem III :

Mr.Sachin Rajagopalan explained the structure of the Virology paper. Members appreciated the incorporation of plant viruses and the topic on emerging viral diseases in the paper.

Dr. Varsha Shukla explained the outline of the paper on Immunology. She said that she will add a few review papers as references for the paper RPSMIC302. Dr Archana Krishnan also said that the section on vaccine production should also include the current topic on m-RNA vaccines.

Ms Shveta Tiwari explained to the members the structure and topic allotment for the paper on Food and Water Microbiology. Dr. Annamma Anil and Dr. Nishiganda Naik suggested that topics like 'desiccated fermented foods', 'packaging in the food industry', Single Cell Proteins and Mushrooms should be added to the syllabus for the food microbiology paper. All the members agreed to their suggestions. Dr Anushree Lokur suggested that the students can be given assignments on these topics. Dr. Annamma Anil also suggested that experts from the Food Technology department from ICT can be invited as guest lecturers for these topics. She also suggested that Food technology course offered by University of Mysore on Swayam platform should be done by students who aspire to work for the Food industry.

The outline of the last paper, Tools and Techniques-Biomolecular analysis was explained by Mr. Swapnil Pradhan. The board suggested new topics like 2D gel electrophoresis, Capillary gel electrophoresis, Raman Spectroscopy, Mass spectrometry and hyphenated techniques, Surface Plasmon resonance to be incorporated in the syllabus for the paper on Tools and techniques. It was generally suggested that emphasis should be given on the principles and the applications of these techniques in biology rather than the operation, calibration and validation.

**RESOLVED THAT:**

The board resolved that the syllabi for FY/SY/TY BSc and MSc were passed. And that the department faculty had the discretion to finalize the syllabi considering the suggestions made.

**Agenda Item No. 3:** To discuss modalities of assessment for all the papers of the above classes

**DISCUSSED THAT:**



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The modalities of assessment for all classes were shared via mail. And no objections were raised.

**RESOLVED THAT**

The modality of assessment for all examinations was passed.

**Agenda Item No. 4:** To identify and approve Courses offered by NPTEL, Swayam or other MOOCs for students of Microbiology as add on courses

**DISCUSSED THAT:**

Mr. Sachin Rajagopalan discussed the courses identified and taken up by the students.

**RESOLVED THAT**

The courses offered by NPTEL were approved.

**Agenda Item No. 5:** To review the feedback of students on the Curricula

**DISCUSSED THAT:**

The analysed feedback was presented by Ms. Nabila Kachi. The suggestions given by the students were considered while designing the syllabus for all classes. The analysis also showed that the students were contented with the syllabi.

**Agenda Item No. 6:** To present Best Practices of the department

**DISCUSSED THAT:**

The best practises and the innovative teaching learning methods used during the academic year 2019-20 was presented. All members appreciated the practices of the department.

**Agenda Item No. 6:** Any other matter with the permission of the Chair.

No matters were raised by the members of the committee.

The meeting was adjourned at 5:10 pm.

Signature: *Asidam*

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HEAD DEPARTMENT  
OF MICRO-BIOLOGY

