



An Institution of  
the Society for the Higher Education  
of Women in India

Office of the Principal

Sophia College (Autonomous)

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## **AGENDA FOR THE SEVENTH MEETING OF THE ACADEMIC COUNCIL OF SOPHIA COLLEGE (AUTONOMOUS) – 17<sup>th</sup> February 2022**

1. Welcome to all the members
2. Passing of the minutes of the sixth meeting of the Academic Council.
3. A brief report of the work done in the first semester of the academic year 2021-2022
4. Scrutiny and approval of any changes in the syllabi to be implemented in the academic year 2022-2023
5. Scrutiny and approval of new add-on courses being implemented in the academic year 2022-2023
6. Passing of resolutions related to syllabi and assessment
7. Tentative plans for the months ahead
8. Any other business with the permission of the Chair

16<sup>th</sup> February 2022

(Dr. Sr Ananda Amritmahal)  
Principal



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**Minutes of the Seventh Meeting of the Academic Council of Sophia College (Autonomous) – Held via Zoom at 2.30 pm on 17 February 2022**

The meeting was chaired by Dr (Sr) Ananda Amritmahal, Principal of the college. All the Vice-Chancellor's nominees, Dr. Shivram Garje, Dr. Uma Shankar and Dr. D.V. Pawar were present. No one from the panel of four experts from outside the college, Ms. Padmini Somani, Dr Usha Mukundan, Ms. Zara Murao and Dr Rajiva Kothurkar were able to attend. All the Heads of Departments and senior members of the college were present.

Dr. (Sr.) Ananda welcomed all the members to the seventh Academic Council meeting, especially the newly appointed VC's nominees, and said that she looked forward to their valuable inputs during the meeting.

The minutes of the previous meeting were displayed. Dr. Pawar proposed the passing of the motion and Dr. Uma Shankar seconded the motion to pass the minutes, and the minutes were unanimously accepted.

Sr. Ananda presented a brief report of the first semester of 2012-22. She stated that the teaching pattern has continued in the online mode. Not many students have started coming into college, even though they are now allowed, since lectures are being conducted in a hybrid mode and the students find it easier to access these from the comfort of their homes. Despite the online mode, several webinars, guest lectures and an international seminar on Gender Sensitization and Protection of the Rights of Children and Senior Citizens had been successfully concluded. Further, all the departments have completed an add-on course as planned during the last Academic Council meeting. The response to these courses has been very positive with student numbers ranging from 30 to 150. These courses also offer students the opportunity to take cross faculty courses.

Of the new courses initiated, the first semester of the newly started MA course has been successfully concluded. There have been few student registrations this year, however, the course has been well received. It has been conducted in the online mode. The other course which is a Diploma in Safe Guarding Children and Vulnerable Adults is ongoing and will complete in April, and there will be 2 weeks of practice sessions in the physical mode. This course is conducted for counsellors, all of them are working professionals.

The names of the VC nominees for constituting a new BoS were received only in December end and hence the meetings were conducted in Jan-Feb of 2022. The assessment pattern continues to remain 50% Internal Assessment and 50% Semester End Exam. The IA included at least one subjective component. The SEE was in the form of MCQs of 1 and 2 marks, but efforts are made to make these questions challenging, requiring higher order skills and not simple rote learning.

The Principal then continued with discussing the changes made in the syllabi:

The following new courses were discussed and accepted. The list of new courses introduced are enlisted herewith:



1	MSc 2	SMSCHEP404	Cheminformatics	2022-23
2	TYBASCJ-Journalism	SBMMEDJ503	BROADCASTING AND DIGITAL – I	2022-23
3	TYBASCJ-Journalism	SBMMEDJ504	MEDIA LAW	2022-23
4	TYBASCJ-Journalism	SBMMEDJ505	SURVEY OF INDIAN JOURNALISM	2022-23
5	TYBASCJ-Journalism	SBMMEDJ506	RESEARCH IN JOURNALISM	2022-23
6	TYBASCJ-Journalism	SBMMEDJ601	REPORTING – II	2022-23
7	TYBASCJ-Journalism	SBMMEDJ602	NEWS DESIGN	2022-23
8	TYBASCJ-Journalism	SBMMEDJ603	BROADCASTING AND DIGITAL – II	2022-23
9	TYBASCJ-Journalism	SBMMEDJ604	LONG FORMAT WRITING	2022-23
10	TYBASCJ-Journalism	SBMMEDJ605	MEDIA ETHICS	2022-23
11	TYBASCJ-Journalism	SBMMEDJ606	JOURNALISM & SOCIETY	2022-23
12	TYBASCJ Strategic Communication	SBMMEDA501	COPYWRITING	2022-23
13	TYBASCJ Strategic Communication	SBMMEDA502	BRAND BUILDING	2022-23
14	TYBASCJ strategic Communication	SBMMEDA503	MARKETING	2022-23
15	TYBASCJ Strategic Communication	SBMMEDA504	CONSUMER BEHAVIOUR	2022-23
16	TYBASCJ Strategic Communication	SBMMEDA505	DIGITAL MARKETING	2022-23
17	TYBASCJ Strategic Communication	SBMMEDA506	PUBLIC RELATIONS	2022-23

18	TYBASCJ Strategic Communication	SBMMEDA601	RESEARCH IN ADVERTISING	2022-23
19	TYBASCJ Strategic Communication	SBMMEDA602	MEDIA PLANNING AND BUYING	2022-23
20	TYBASCJ Strategic Communication	SBMMEDA603	LAWS AND ETHICS OF ADVERTISING	2022-23
21	TYBASCJ Strategic Communication	SBMMEDA604	UNDERSTANDING A COMMUNICATIONS AGENCY	2022-23
22	TYBASCJ Strategic Communication	SBMMEDA605	ADVERTISING DESIGN	2022-23
23	TYBASCJ Strategic Communication	SBMMEDA606	SOCIAL MARKETING AND RURAL MARKETING	2022-23

Sr. Ananda then highlighted the revisions that had been incorporated as well:

- English Department- Some minor changes – the name of an author was corrected; another text was dropped as it was not possible to obtain copies easily.

The following text was included in the section on Romanticism and Colonialism in Paper VIII (Semester V) Tim Fulford and Peter J. Kitson (eds.): *Selections from Romanticism and Colonialism: Writing and Empire, 1780 – 1830*

- Foundation Course – The paper Foundations in Indian Society SBAFCO101/ SBSFCO101 has been modified by 30%. Topics such as LGBTQ have been included, and wherever it was philosophical, it has been made more practical oriented.
- History Department - The formats of all the papers for Sem IV and Sem V have been changed – each paper now has five modules instead of four. And some content of these papers has also been changed.
- Philosophy - There are some modifications in the SYBA Paper II and Paper III syllabi. In paper II a module has been switched from Sem 3 to Sem 4.

Dr. Pawar pointed out that both Learning objectives and Learning outcomes should be mentioned in the syllabus as per NAAC guidelines.



- Sociology - At FYBA level in Paper SBASOC201, Introductory Sociology, two theories of Socialization are added to the syllabus. From the academic year 2021-22 at TYBA level in Paper SBASOC606, Qualitative Social Research students will have to do a paper presentation based on their research project which will be followed by viva voce.
- Microbiology – Some minor changes in the SYBSc syllabus. In MSc. the topic on research methodology has been shifted from Sem 3 to Sem 2 so that the students are better prepared when they plan for their project.
- Life Sciences – Minor changes have been made in TYBSc syllabus with inclusion of one new practical. A few minor changes have also been made in the FYBSc practical syllabus. For the MSc syllabus there has been a reciprocal switch in a module from Paper 4 between Sem 1 and 2.
- Chemistry – For MSc Part I syllabus has been changed and some new topics introduced in all the 4 papers, including some new practicals. Some changes are also introduced in the IA assessment. In Sem 3 one paper has also been changed to be in concordance with the other cluster colleges. Dr. Garje enquired whether Internal Assessment was only for theory or also for practical. He was informed that the IA was only for theory.
- BMM/ BA(SCJ) – Extensive changes have been made. Papers have been interchanged between Sem 5 and 6. A new paper has been introduced in Sem 6 called 'Social and Rural Marketing'. BMM now called BA(SCJ) will have the TY batch in 2022-23 and papers have been changed accordingly. The various topics in the papers were presented. The department is hoping to have an entrance exam during admission from next year and this has been passed by the BoS.
- The Principal mentioned the various add-on Courses that are on-going and/or being introduced from next year. Education -one-credit certificate course on Gender Inclusivity; Foundation course - one-credit certificate course on Local Culture (Mumbai Meri Jaan); Microbiology - one-credit certificate course on Clinical Research; Zoology - one-credit certificate course on Basics in Forensic Science
- The Principal in her concluding remarks mentioned that the decision for conduct of exams, whether online or offline was still pending. One, because the college is waiting for the University to announce their decision. The need to maintain uniformity with the University was important since the students would compare themselves with the other University affiliated college students. Hence, there was no resolution regarding the exams to be passed during this meeting.
- The resolutions to be passed were:
  - ✓ Resolved that the proposed add-on courses be and hereby are accepted and passed. The courses will be conducted in the academic year 2022-2023.
  - ✓ Resolved that the proposed changes in the syllabi discussed in the Academic Council meeting be and hereby are accepted and passed. The changes will come into effect from the academic year 2022-2023.
  - ✓ Resolved that the proposal to continue with the ratio of SEE to IA, viz. 50:50 be and hereby is adopted, for the academic year 2022-2023.

She added that once a decision was reached on the format of the SEE exams, we could pass a circular resolution which could be signed by all the members of the Academic Council.

Dr. Garje suggested that if the University decides to conduct exams in the offline mode then the college needs to be prepared for that. Sr. Ananda agreed and said that in fact the college was preparing for both modes and question papers are being set accordingly. The students, however, were being told that the college is awaiting the University decision. Since several students would have to come from outstation there was great anxiety among them.

Dr. Uma Shankar mentioned that the add-on courses was a good idea and the fact that students were attending these in large numbers would greatly benefit from them. She agreed that this uncertainty regarding the mode of exam was something all the colleges were experiencing.

The resolutions were passed with Dr. Andrea Coutinho proposing and Dr. Yasmin Khan seconding the motion.

Sr. Ananda ended by saying that this would be her last AC meeting since she was retiring in March. She thanked the new members and said that she was happy to have interacted with them during this meeting.



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**Dr. (Sr) Ananda Amritmahal**  
Principal, Sophia College Autonomous



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**AGENDA FOR THE 8TH MEETING OF THE ACADEMIC COUNCIL OF  
SOPHIA COLLEGE FOR WOMEN (AUTONOMOUS)  
25<sup>TH</sup> AUGUST, 2022**

1. Minutes of the previous Meeting
2. Review of the second half of the academic year 2021-22
3. Summary of Department wise BOS initiatives
4. Report of Assessment Pattern in the second half of the academic year 2021 - 2022

Date : 19<sup>th</sup> August, 2022

*A.P. Patil*  
(Dr. Anagha Tendulkar Patil)  
I/C Principal

**PRINCIPAL SOPHIA COLLEGE  
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**Minutes of the Eighth Meeting of the Academic Council of Sophia College**  
**(Autonomous) – Held via Zoom at 3.00 pm on 25<sup>th</sup> August 2022**

The meeting was chaired by Dr. Anagha Tendulkar Patil, the I/C Principal of the college. The Vice-Chancellor's nominees, Dr. Shivram Garje, Dr Rajiv Kothurkar and Dr. D.V. Pawar were present. Ms. Padmini Somani, Dr Usha Mukundan, Ms. Zara Murao and Dr Uma Shankar were unable to attend. All the Heads of Departments and senior members of the college were present.

Dr. Tendulkar Patil welcomed all the members to the Eighth Academic Council meeting and said that she looked forward to their valuable inputs during the meeting. Dr. Tendulkar also informed the Academic Council that the reason for this meeting being held so late was because of the delay in getting the list of Vice-Chancellor's nominees from the University.

The Meeting began with the permission of the members.

**Agenda: Point no 1**

**Minutes of the previous meeting**

The minutes of the previous meeting were displayed. Dr. D.V. Pawar proposed the passing of the motion and Dr. Kothrudkar seconded the motion to pass the minutes, and the minutes were unanimously accepted.

**Agenda: Point no 2**

**Review of the second half of the academic year 2021-22**

Dr. Tendulkar presented a brief review of the second half of the academic year 2021-22. She stated that the teaching pattern continued predominantly in the online mode. TY Lectures were conducted in the Hybrid mode. However, as hostels were not allowed open and as a large number of our students are from outside Mumbai, it was difficult for many students to be physically present in college. Teaching material was



disseminated through Google classrooms on a regular basis. Add on Certificate Courses were conducted by the departments online. Webinars, guest lectures and conferences also continued online.

### **Agenda: Point no 3**

#### **Summary of department wise BOS initiatives**

The Principal then continued with discussing the changes made in the syllabi:

Since most subjects had made only minor modifications, Dr. Tendulkar only highlighted the changes that had been incorporated.

- Foundation Course – BoS meeting was held on 20.08.2022. There were no major changes in the syllabi. There was a change in the BoS as there was a change in the Sophia faculty.
- Economics – BoS meeting was held on 22.04.2022. There were no changes in syllabi. A new Industry Representative was inducted on the Board.
- Education - BoS meeting was held on 23.08.2022. There were no changes in syllabi. A new Meritorious Alumna was inducted on the Board. The department conducted a certificate course on 'Gender Inclusivity'.
- English - BoS meeting was held on 12.04.2022. There were no changes in syllabi or in the constitution of the board.
- Hindi - BoS meeting was held on 07.05.2022. There were no changes in syllabi or in the constitution of the board. Two add on courses were conducted by the department – 'Basic Spoken Japanese' and 'Sara Hindi Classes'. The latter was in collaboration with the Hindustani Prachar Sabha.
- History - BoS meeting was held on 26.04.2022. The formats of Papers VIII and IX for Sem V have been slightly modified. There was no change in the constitution of the Board. Two add on courses were conducted by the department – 'Humari Mumbai; Urbs Prima in Indis' and 'Ancient Civilisations: Two Case Studies'. The former was in collaboration with the Mumbai Research Centre of the Asiatic Society, Mumbai.
- Philosophy - BoS meeting was held on 19.08.2022. There are some modifications in the SYBA Papers II and Paper III syllabi for Sem IV. The Subject Expert on the Board has been superannuated and a new member has been invited. One add on course was conducted by the department on 'Peace and Conflict Resolution' in collaboration with the Centre for Study of Society and Secularism (CSSS).
- Political Science - BoS meeting was held on 23.05.2022. There were no changes in syllabi. A new Meritorious Alumna was inducted on the Board.

- Psychology - BoS meeting was held on 04.04.2022. There were no changes in syllabi. There was a change in the constitution of the board. One add on course was organised by the department on 'Changing Frames'.
- Sociology - BoS meeting was held on 12.05.2022. Changes to the FY syllabus for Sems I and II were discussed extensively. The suggested changes are being studied and checked for efficacy and relevance and will once again be discussed in the next BoS meeting. There were no changes in the syllabus for the MA in Gender Studies and no changes in the BoS. The department organised one add on course in 'Social Research methods and Academic Writing'.
- Chemistry – BoS meeting was held on 12.05.2022. For MSc Part II the syllabus has been changed. A new Subject expert and Meritorious Alumna has been changed on the BoS. One add on course on 'Positive Health in Women' was organised by the department.
- Life Sciences – BoS meeting was held on 22.03.2022. Minor changes have been made in the syllabus with the Biostatistics Course being rearranged for better clarity. There were no changes in the BoS. One add on course – 'Diploma in Nutrition, Diet and Fitness' was conducted by the department in collaboration with the Sophia Centre for Women's Studies and Development.
- Microbiology – BoS meeting was held on 16.04.2022. Some minor changes were made in the SYBSc syllabus. There were no changes in the constitution of the BoS. The department held two add on courses on 'Scientific Writing' and 'Clinical Research'.
- Physics - BoS meeting was held on 23.04.2022. There were no changes in the syllabi, but online references were added. There was no change to the BoS. One add on course on 'Python for Beginners' was conducted by the department.
- Zoology - BoS meeting was held on 01.04.2022. There were no changes in the syllabi, and no change to the BoS. The department conducted one add on course on 'Basics of Forensic Science'.
- BA(SCJ) – BoS meeting was held on 23.04.2022. There were no changes in the syllabi, and no change to the BoS. The BoS had discussed the modalities and finalised the Entrance Examination for BA (SCJ). The BMM Programme was now completely phased out and replaced by the BA(SCJ) from the academic year 2022-23.
- BSc(IT) - BoS meeting was held on 16.04.2022. There were no changes in the syllabi. Two new subject experts were inducted on the BoS. The department conducted two add on courses - 'Foundation Course in Ethical Hacking' and 'Intermediate Course in Ethical Hacking'.

#### **Agenda: Point no 4**

#### **Assessment pattern**

The Principal explained that the Assessment Pattern would continue with the 50-50 Pattern. 50% would be for the Internal Assessments and 50% for the Semester End Examination. The Internal Assessment had to include at least one subjective



component. Students were given a minimum of three and a maximum of 4 IA exercises of 25 marks each and the two best marks would be counted. For the Semester End Examination, the SY and TY classes had online examinations (except for the BMM/BA(SCJ) students) and for FY the SEE was conducted offline. The MSc Part I and II examinations were conducted offline and the MA Part I were conducted online.

## Resolutions

The Principal asked if the Resolutions of the Seventh Academic Council meeting could be accepted in this meeting as well. The Resolutions were:

- ✓ Resolved that the proposed/ongoing add-on courses be and hereby are accepted and passed. The courses will be conducted in the academic year 2022-2023.
- ✓ Resolved that the proposed changes in the syllabi discussed in the Academic Council meeting be and hereby are accepted and passed. The changes will come into effect from the academic year 2022-2023.
- ✓ Resolved that the proposal to continue with the ratio of SEE to IA, viz. 50:50 be and hereby is adopted, for the academic year 2022-2023.
- ✓

The External members concurred. The resolutions were passed with Dr. Kothurdkar proposing and Dr. Rashna Poncha seconding the motion.

The Meeting ended with the Principal, Dr. Tendulkar, thanking the members for attending the meeting.

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*A.P. Patil*

Dr. Anagha Tendulkar Patil  
Principal, Sophia College (Autonomous)