

Minutes of the ‘Board of Studies in Vocational Subjects (Bachelor of Vocation Programs)’; held on 21st September 2022 at 11:00 a.m. in online mode (Zoom Platform)

The meeting of the ‘Board of Studies in Vocational Subjects’ was held on 21/09/2022 through online mode at 11.00 a.m. The following members were present for the said meeting.

1) Dr. Narendra Tendolkar	Principal & Chairman, BoS
2) Prof. (Dr.) Bhalchandra Bhanage	VC Nominee
3) Dr. Alok Gude	VC Nominee
4) Dr. Sussmita Daxini	VC Nominee
5) Dr. Jaydev Barve	MD, Nature Care Fertilizers
6) Prof. (Dr.) Prakash Sanap	Konkan Krushi Vidyapeeth, Dapoli
7) Prin. (Dr.) Parashram Patil	Shivaji University
8) Mr. Arvind Kulkarni	Asst. Prof. Dept of Commerce
9) Dr Sonal Anavkar	Asst. Prof. B.Voc. Sustainable Agri.
10) Mr. Prathemesh Lingayat	Asst. Prof. B.Voc. Sustainable Agri.
11) Miss. Mrunmai Paranjape	Asst. Prof. B.Voc. B&FS
12) Mr. Sunil Vaidya	Asst. Prof. B.Voc. B&FS
13) Mrs. Amruta Dandekar	Asst. Prof. B.Voc. B&FS
14) Dr. Pratap Naikwade	Assistant Professor, Dept of Botany & IQAC Coordinator

At the commencement of the meeting, Dr. Hemant Chavan welcomed all the members of BoS and requested Hon’ble Principal Dr. Narendra Tendolkar to chair the meeting and start proceeding.

Agenda No. 1: Approval for the minutes of the last meeting held on Tuesday, 4th January 2022.

Hon’ble Chairman Principal Dr. Narendra Tendolkar welcomed all the esteemed members of the BoS. Dr. Tendolkar also welcomed and introduced newly appointed members of BoS in commerce and Botany as VC nominees. He appealed to all the members of BoS to approve the minutes of the last meeting held on 4th January 2022, if they agreed.

Dr. Tendolkar observed that the minutes of the previous meeting have already been sent by email to all members. Prof. Dr. Bhalchandra Bhanage, VC Nominee expressed satisfaction with the minutes of the last meeting and seconded the proposal to pass on the resolution to finalize.

Resolution No 1: It is unanimously resolved that the minutes of the last meeting of the Board of Studies held on 4th January 2022 are approved.

Proposed by - Principal Tendolkar Seconded by - Prof. Dr. Bhalchandra Bhanage

Agenda No. 2: Second Year B.Voc. (Advanced Diploma) Academic Year 2021-22 progress report

Dr. Chavan requested Dr. Sonal Anavkar to take a review of the academic year 2021-22. Dr. Anavkar said a total of 14 students successfully completed their B.Voc. diploma in Sustainable Agriculture and enrolled for Advance Diploma in the academic year 2020-21 and out of which 12 appeared for the third-semester exam conducted in April 2022. For B.Voc in Banking and Financial Services (Advance Diploma), a total of 16 students were enrolled and all appeared for the third-semester examination.

Agenda No. 3: To prepare syllabi for various trades of third year B. Voc. (Degree) for consideration and approval of the Academic Council of the college

Hon. Principal invited Mr. Arvind Kulkarni to give an outline of the draft syllabi prepared for the third year of B.Voc (Degree) in Banking and Financial Services.

Mr. Arvind Kulkarni welcomed the members and said that already the draft syllabus of all three years, credit distribution with teaching hours is sent to all the respected members through email. Mr. Kulkarni said that the syllabus is framed focusing on making students capable of acquiring knowledge and importance of banking and financial services, studying the fundamentals of banking and financial services and insurance, learn various skills required for the banking and insurance sector. As per concerning the syllabus of third-year topics such as mutual fund advisor, financial markets and services, GST, and research methodology are included in semester five as a part of the core component and practical based on these papers as a part of the skill component. In addition, internship or research projects along with yoga and stress management have been added as a part of the skill component in 5th semester, he further added. Mr. Kulkarni further added that the syllabus designed for 6th semester comprised

the topics such as microfinance executive, company final account, GST account assistant, and loan approval and credit analysis and practicals based on these topics along with internship and research project in the 6th semester as well.

Dr. Kulkarni appealed to all esteemed members of BoS for their suggestions on the syllabus proposed for the third year. Dr. Sussmita Daxini a newly nominated Vice Chancellors nominee first of all expressed her thanks to the University of Mumbai for nominating her to BoS of A.S.P. College Devrukh and congratulated the entire team for framing a wonderful syllabus. Dr. Tendolkar replied the syllabus is framed following the guidelines and QPs of the sector skill council with some changes as per local needs. Further Dr. Daxini suggested that there are a number of documents involved in this curriculum, so each and every document would be shown to them and guide them on how to fill it up. Principal Dr. Tendolkar said each and every document will be shown to them in the classroom and how to fill up these documents. As banks are reluctant to provide internships to students so we have an alternative that such practical exposure will be provided to students through the franchises or service centres of various private banks.

Principal Dr. Parsharam Patil said that the syllabus is prepared meticulously considering all the aspects of vocational dimensions and approved from his side.

Furthermore, Prof. Dr. Bhanage also expressed his satisfaction with the syllabus framed. He said that the syllabus is well explained and perfectly well designed by the experts so agreed with them.

Hon. Principal requested Dr. Pratap Naikwade to give an outline of the draft syllabi prepared for the Third year of B.Voc (Degree) in Sustainable Agriculture.

Dr. Pratap Naikwade welcomed all members and said that the learning outcomes of the syllabus are to enable students to acquire knowledge on the importance of agriculture as well as various farming processes and practices for sustainable practices. In this regard in the fifth semester, the topics such as livestock farming, agriculture meteorology, protected cultivation of horticultural crops, and agricultural extension education and practicals based on these topics are included. In addition, a project on nursery management is also included as a part of the skill component. He further said that agriculture economics, agriculture journalism, entrepreneurship development and business communication and agroforestry and practical associated with these topics is a part of the curriculum of sixth semester. Furthermore, he added

that rural agriculture work experience (RAWE) or study tour along with industrial training is also incorporated in the skill component of sixth semester. Dr. Naikwade expressed his sincere thanks to industry partner Dr. Jaydev Barve, Managing Director, Nature care fertilizers and allied industries for agreeing to provide industrial training to our students.

Dr. Naikwade appealed to all esteemed members of BoS for their suggestions on the syllabus. Industry partner Mr. Jaydev Barve, Managing Director of Nature Care Fertilizers, said the entire syllabus is well designed and covers all aspects of agriculture. Dr. Barve congratulated the experts for adding topics like agriculture meteorology which is in huge demand now as well as industrial training and field visits are helpful for percolating the knowledge to grass root level.

Furthermore, Dr. Alok Gude and Dr. Prakash Sanap put forth their remarks that the syllabus is well framed and has taken care of all aspects so no more suggestions from their side.

Principal Dr. Tendolkar requested Prof. Bhalchandra Bhanage, Head, Organic Division, ICT Mumbai, and VC Nominee to put forth his concluding remarks. Prof. Bhanage said the syllabus is very well designed and students will be definitely benefited from such a good syllabus.

After this full-length discussion on syllabi of both the B.Voc. courses, Hon. Principal Dr. Narendra Tendolkar appealed to all the members to resolve to accept the syllabi framed by the core committees.

Resolution No. 2

It is unanimously resolved that the syllabi framed for the B. Voc. courses, Degree in i) Banking and financial services ii) Sustainable Agriculture by the core committees be accepted and recommended to Academic Council for final approval.

Proposer: Prin. Dr. Narendra Tendolkar

Seconded by: Prof. Bhalchandra Bhanage

Agenda No. 4: Suggesting methodologies for teaching and evaluation techniques, trade wise

Principal Dr. Narendra Tendolkar briefed that as per the norms set in the preceding academic year the academics of these courses have been divided into two parts *viz.* General Education Component (GEC) and Skill Component and the Skill component.

The 50 marks have been assigned to each GEC course and the skills assessment would be for 100 marks each. While assigning credits to the GEC and Skill component norms of Sector Skill Council have been followed strictly. The credits bifurcation for GEC and Skills is in the ratio of 40:60. Number of papers and total marks assigned to each semester are five and 650 respectively.

Assessment Scheme for each course:

Paper	General Education Component (GEC)			Skill Component	
Marks Distribution	Unit Test 1	Unit Test 2	Term End	Continuous evaluation	Term End
	10	10	30	30	70

- The GEC will be assessed by the college as per the prevailing standards and procedures.
- Unit tests shall be of 20 marks and the performance of a student is converted to out of 10 marks and is of 40 minutes duration.
- Term-end test of GEC shall be of 50 marks and performance of a student is converted to out of 30 marks and is of one and half hour duration
- Assessment of skill component will be decided by the SSC of the trade concerned or Assessment Board formed for the trade.

He requested all the members to acknowledge and allow them to continue with this system.

Resolution No. 3

It is unanimously resolved that the teaching methodologies and evaluation pattern is very apt and as per the guidelines of Sector Skill Council hence be continued.

Proposer: Prin. Dr. Narendra Tendolkar

Seconded by: Dr. Alok Gude

Agenda No. 5: Suggesting the names of experts to the academic council / Assessment Board for students' evaluation

Pending

Agenda No. 6: Preparing the academic calendar of B.Voc programs for consideration and approval of the academic council.

Principal Dr. Narendra Tendolkar articulated that to keep the term duration for our B.Voc programs in tune with University, the college proposes the academic calendar for these programs as follows:

Activity	Term I / II
Commencement of Odd Semester	15 October 2022
Unit Test 1	12 December 2022
Unit Test 2	18 January 2023
Commencement of odd semester End Exam	01 March 2023
Commencement of Even Semester	06 March 2023
Unit Test 1	17 April 2023
Unit Test 2	24 May 2023
Commencement of Even Semester End Exam	10 August 2023

He appealed to all the members to accept the academic calendar prepared for the B. Voc. program.

Resolution No. 4

It is unanimously resolved that the tentative academic calendar prepared for the year 2022-23 be accepted and recommended to Academic Council for its approval.

Proposer: Prin. Dr. Narendra Tendolkar

Seconded by: Prin. Dr. Parsharam Patil

Since no other items on the agenda were to be discussed Dr. Hemant Chavan, Coordinator of the B.Voc. extended sincere thanks to all the members for attending the meeting and making the discussion fruitful.

The meeting ended at 12.30 p.m.