

DEPARTMENT OF BOTANY

WEDNESDAY 20/5/2020 AT 1.00PM through Zoom meeting platform

A meeting of members of Botany department was held during the lockdown period on Wednesday 20/5/2020 at 1.00pm via Zoom online meeting platform. Following members were present.

Dr Himanshu Dawda (HoD)

Dr Nisha Muni

Capt. Pravin Nayak

Dr Anil Avhad

Dr Veena Kelkar

Dr D B Singh

Ms Ruchira Javkar

Ms Aishwarya Parab

Ms Namrata Jaiswal

AGENDA of the meeting was as follows:

1. Report presentation by the member teachers on their academic engagement during the lockdown period complying with the Govt. Directive of 'Work from Home'.
2. To finalize the time table for MSc program in Botany Semester III online lectures to commence from June 8th, 2020.
3. Blended teaching
4. Planning of departmental activities like DV Amonkar Intercollegiate competition, *Botanica 2020*, Virtual Field trips.
5. Value added course
6. Remedial course and Bridge course
7. Teaching plan

The following matter was discussed.

1. Dr Himanshu Dawda, a new Head of the department, on behalf of all the members of the department and also on his personal behalf expressed a heartfelt gratitude to the former head Dr Usha Mukundan and put on record her excellent contribution in teaching and mentoring not only the students but also the staff. Dr Mukundan will her strong subject knowledge and research work created a conducive environment in the department for free discussion, exchange of ideas and a team work. She truly continued the legacy of good teaching, strengthening the department with each activity and and keeping it united.

2. Dr Himanshu Dawda, as HOD, also thanked the colleague Dr Anil Avhad for creating Google Class Rooms where teachers post assignment forty students of the academic year 2019-20 who are awaiting decision on the conduct of their semester VI examination. Students overwhelmingly answered all the assignments of all the posting by all the teachers. That kept us mentally unlocked in the lockdown period.
3. Each member shared details of their Academic Engagement during the lockdown period such as completion of an FDP, participation in online conferences and webinars, training programs, completion or enrolment in the certificate courses like Coursera etc. HOD urged teachers to send a write up of the same for record keeping.
4. Discussion was held on conducting some value added courses for SYBSc students specially during the lockdown period to keep them engaged academically.
5. Departmental activities throughout the year conducted by the department were planned and responsibilities were assigned:

Value added courses and	
Arranging for the Guest speakers	every member has to make efforts
Dr D V Amonkar Intercollegiate	
Elocution competition	Capt. Pravin nayak & Ms Ruchira J
Dr D V Amonkar Intracollegiate	
Poster drawing competition	Dr Anill Avhad & Ms Ruchira J
Botanica 2020	Dr Nisha Muni & Dr Anil Avhad
Bridge course for SY to TY migrating	
Students	Dr Dan Bahadur Singh
Remedial course to identify slow &	
Fast learners	Dr Veena Kelkar
6. Suggestions were invited from all teachers for the revision of SYBSc syllabus in Botany for the implementation from academic year 2021-22.
7. MSc part II, Seem III Lectures delivery was finalized by online mode and all teachers agreed upon delivery of one unit each for the lecture schedule starting from first week June 2020. Additional responsibility of completing entire Paper II Molecular Biology was given to Ms Aishwarya Parab. Ms Ruchira and Ms Namrata were given one unit each from Cytogenetics specialization in addition to units from Plant Physiology specialiaization. Respected Dr Usha Mukundan as an invited Teacher accepted several units from both Plant Physiology and Cytogenetics specialization.
8. The meeting ended with no other matter pending for the discussion.

MEETING 2

A meeting of the members of Board of Studies in Botany was held on 1/8/2020. Following members were present.

Dr Aruna Rai	V.C. Nominee	
Dr Priya Chatterjee	Illustrious alumni and Industry expert	
Dr Vaishali Gode	Industry representative – Invitee	
Dr Dharmendra Shah	Subject Expert Other University	
Dr Mrunalini Date	Subject Expert – Invitee	
Dr Usha Mukundan	Subject Expert – Invitee	
Dr S G Bhagwat	Subject Expert	Leave of absence
Mr Ashish Lad	Alumni from the Industry facilitating placement	Leave of absence

Following business was then transacted.

1. Minutes of the meeting held on 14/12/2019 were read and confirmed.
2. The chairman informed the house that the approved syllabus for FYBSc Semester I and Semester II will be implemented from academic year 2020-21 once the online lectures/ classroom teaching begins. He also presented in front of house the syllabus for SYBSc Semester III and Semester IV for revision and invited suggestions from the experts in terms scaling up of the topic contents in line with FYBSc syllabus and inclusion of more applied and skill oriented aspects of the subject. The experts agreed upon giving their suggestions in the due course of time so that the revision, if any, can be put in front of Academic council for the approval of the syllabus to be implemented from academic year 2021-22.
3. The Chairman informed the house that the decision taken in BOS meeting and further approved by the academic council to incorporate one full semester internship for PG students in the part II Semester III from the academic year 2020-21 has been kept on hold due to Corona Pandemic. Industries were approached but eh lockdown imposed didn't allow the further follow up to be done. In the academic year 2020-21, therefore, students shall do project work of 100 marks through NPTEL (National Program on Technology Enhanced Learning). Courses like Immunology, Industrial Biotechnology etc were short listed and students have been completing the same and obtain certificate. Department shall then conduct a review examination for the content learnt during the course work by the students. Chairman also informed the house that online lectures via zoom platform for PG Semester III have started on June 8, 2020 and regular tests,

assignments, quiz are also conducted. Study material is shared with the students via e-mode. Students attend all lectures irrespective of their specialization and that can give them some extra academic credits.

4. The chairman shared with the house that department of botany reached out to their students during lockdown period to inquire about their physical and mental health. Several academic engagements planned by the department members kept students busy, in touch with the subject and in positive state of mind. This included induction program conducted by Prin Dr Usha Mukundan to motivate students to do Coursera courses which are available free for R J students till August 31, 2020. Many students completed more than one course and entitled themselves for the extra academic credits. Dr Usha Mukundan along with Dr Anil Avhad conducted value added courses like 'Post Harvesting Technology', 'Gardening in Limited space' and 'Tree appreciation' for the students of SY class. Guest lecture series was organized as DBT Star Department for the benefit of UG, PG and research scholars listening to the invited speakers. The process of online admission of SY and TY classes is on therefore department will start online lectures for these classes from 3rd August, 2020.
5. In the present situation of the pandemic, and social distancing, the teaching, learning evaluation is undergoing major change. 'Blended teaching' involving both online content delivery to the students and face to face classroom teaching when the situation normalizes is soon going to be the norm for educational institutions. Chairman therefore invited suggestions from the experts on blended teaching and how to conduct practicals. Following suggestions were received by the house.
 - a. For any science students, practicals are the most important part of the curriculum as they learn and acquire skills only through hands on training and demonstration of the practical leading to the successful result and conclusion. Therefore, department must develop a method of virtual laboratory for the conduct of practicals.
 - b. Practical that can be taught parallel with the theory, such as angiosperm morphology, paleobotany through specimens, anatomy sections through photographs of fresh preparations etc should be completed with theory.
 - c. A demonstration of practicals like Q10, Plasmolysis, immobilization, pH dependent anthocyanin pigment colour change etc should be video shoot by a single expert and shared with the students during online teaching. When students are back on campus, in small groups the same can then be given to the students for performing.
 - d. For practicals on biostatistics, linkage crossing over, karyotyping etc assignment based learning can be used.
6. **Any other matter:**
 - i) Every member of the department presented a brief report on their academic engagement during the lockdown period.
 - ii) Dr Usha Mukundan shared with the house the spectacular achievements of the botany students in University Research convention *Aavishkar* and beyond that, selection of botany student for Teach India Program and successful placement of students of botany in organizations like Metropolis Healthcare and Hindustan Unilever.

- iii) E- learning platform called *e-vidya* portal created on college website is visited by students to get information on different courses of *Coursera, NPTEL* etc.

The chairman thanked all the members for their support, inputs for keeping students engaged academically and their valuable suggestions on blended teaching and re-designing of practicals in tune with the online teaching and maintaining norms of social distancing. The chairman thanked Former Principal and HOD of Botany department Dr Usha Mukundan for accepting the invitation to be on board. Her vast teaching experience, expertise in almost every branch of botany and biotechnology subjects, research expertise par excellence and understanding the student pulse would be an incredible asset to the department. Above all, she has been a mentor for almost all of us in the department and we are ever ready to learn from her.

The meeting ended with a vote of thanks to the chair.

Chairman, Board of Studies in Botany

STAFF MEETING

PRINCIPAL'S ADDRESS TO THE TEACHERS

Principal addressed the teachers through Zoom platform ahead of opening of new academic year 2020-21 was held on July 15, 2020 at 5.00pm.

Principal welcomed the teachers seeking their attention to the updates, suggestions, requests and resolve that shared in the meeting.

The following points were put across to the teachers and their consent was obtained.

1. At the outset, Principal congratulated all teachers for the award the college received in the category of 'Overall Championship in Pure Sciences' in the Mumbai University Annual Research Convention called *Aavishkar*. He thanked all the teachers and also thanked the former Principal of the college and now the Director of HVPS, Dr Usha Mukundan for the efforts taken by her in grooming students for the convention and motivating teachers to take part in the convention.
2. Principal updated teachers about the achievements of students like Suraj Yadav, acknowledged the efforts taken by almost all teachers in their academic engagement during the lockdown in one way or the other by participating in webinars, conferences, FDPs, online teaching trainings etc with a special mention of international webinars organized by the Hindi and English departments and physics dept lead guest lecture series partnered with IAPT.
3. Principal proposed to adopt Blended teaching as a methodology to be adopted for the newly starting academic year 2020-21 and proposed to start the online lectures for SY and TY classes from August 1, 2020. HODs shall prepare timetable for their department and submit to the Principal's office.
4. Principal proposed to meet each department via zoom meeting platform to chalk out the plan for the next academic year. He requested departments to come up for the meeting with their roadmap in terms of online content delivery, plan of departmental association activities, value added courses they wish to start etc. he proposed that HOD must take one meeting with the colleagues ahead of the meeting with Principal.
5. Principal proposed that for the academic year 2020-21, the subject of Foundation Course to be taught completely through online mode.
6. Unlike lecture schedule starting from 6.45 am onwards that was followed when students were coming on campus, in lockdown, through online mode of teaching, lectures can start at 8.00am /9.00am instead of 6.45am. .
7. Teachers on board as on March 2020 shall continue to remain with the respective department and participate in the UG and PG teaching online. However, all permanent teachers in the department shall first share equal responsibility of the lectures as in absence of any teaching hours required to be invested in teaching of FY class, teachers must involve themselves everyday in either SY or TY teaching.
8. Every module taught through online mode must have an evaluation component attached to it. department can decide the mode of evaluation but should be in a position to submit student evaluation score if asked by EC to include it in final evaluation of the student under the pretext of Continuous Evaluation Performance Index (CEPI).

9. Principal shared with teachers that the college has tied up with *Coursera* for all their online courses to be offered free of cost for R J College students. This offer is valid till 31st August, 2020 and urged teachers not only to motivate their students to register for the same but also visit the site, go through the various courses, short list some courses fitting well with the syllabus or allied to their subject and guide the students to take up those courses. Mentor the students. Science departments can short list the course fitting with their TY AC subjects and Commerce department can focus on courses like tally, Arts can suggest their students courses related to language learning and communication skills etc.
10. Principal proposed that when online lectures start, first lecture can be dedicated to the interaction with students with all members of the department to set the stage for learning process together and pumping in energy for them to get started after a long gap.
11. Principal urged and requested all teachers to tap their Alumni contacts who can willingly come forward to provide financial assistance to very needy children who have financial crunch due to lockdown but the quest to learn is still there. Principal said that there has been help coming from many teachers for such a cause and while we appreciate that, a step taken extra in bringing alumni on board for such a noble cause would make bond of R Jite much stronger.
12. Principal ended the meeting by saying that R J College is a self-sustaining Ecosystem. We need no extra push in settling, blooming and flourishing. Its an ecosystem where different trophic levels have an excellent coordination with each other- be it between management and staff or staff and students. In addition we have infrastructure in place. We have students on campus. So lets do it. lets start.

The meeting ended with a brief interaction of all the teachers with the Principal.

Dr Himanshu Dawda
I/C Principal

DEPARTMENT OF BOTANY
MENTOR-MANTEE *SUNFLOWER* GROUPS 2020-21
OVERALL MENTOR: DR HIMANHU DAWDA

GROUP 1

DR NISHA MUNI

HARSHADA

501

PRIYA

502

SONALI

503

ROSHANI

504

PRIYANKA

505

AARTI

506

NIDHI

507

GROUP 2

CAPT. PRAVIN NAYAK

MOHAMMEDADIB

508

TEJAL

509

VANDANA

510

MEGHNA

511

AFREEN

512

AAMNA

513

	514	ANAM
GROUP 3	<u>DR ANIL AVHAD</u>	BALIGA
	515	
		MASEERA
	516	
		NABIA
	517	
		NEHA
	518	
		SHAINEBANO
	519	
		SHIBA
	520	
		NIKHIL
	521	
GROUP 4	<u>DR VEENA KELKAR</u>	RAJAN
	522	
		AARTI
	523	
		KOMAL
	524	
		PRIYANKA
	525	
		ANMOL
	526	
		RANI
	527	

	528	MUHAMMAD ALI
GROUP 5	<u>DR DAN BAHADUR SINGH</u>	DUVA
	529	
		SWAPNALI
	530	
		SAMITA
	531	
		SHIVANGI
	532	
		AFROZ
	533	
		BHAVIN
	534	
		PRITI
	535	
GROUP 6	<u>MS RUCHIRA J.</u>	ANSHU
	536	
		ARCHANA
	537	
		BANDANA
	538	
		VINAY KUMAR
	539	
		ALFIYA
	540	
		JARRIN
	541	

	542	NAZEMA
GROUP 7	<u>MS AISHWARYA P</u>	YUSUF
	543	
		BAJRANG
	544	
		DIPIKA
	545	
		SUSMITA
	546	
		NEHA
	547	
		AARTI
	548	
		DEEPAK
	549	
GROUP 8	<u>MS NAMRATA</u>	SHIVANI
	550	
		NEHA
	551	
		NIRALI
	552	
		SURAJ
	553	

HON. VICE CHANCELLOR OF MUMBAI UNIVERSITY HAS APPEALED ALL PRINCIPALS TO INITIATE MENTOR-MANTEE PROGRAM AT UNDERGRAD LEVEL SO THAT STUDENTS CAN BE PROVIDED A HELPING HAND IN THIS PANDEMIC PERIOD . UNDERGRAD STUDENTS OWING TO THEIR AGE ARE VERY

VULNERABLE AND THEREFORE ITS OUR DUTY TO MAKE THEM FEEL SECURED AND KEEP THEM ACADEMICALLY ENGAGED. FORTUNATELY, DEPT OF BOTANY HAS IN PLACE THE MENTOR MANTEE PROGRAM IN PLACE FOR MANY YEARS UNDER THE NAME OF *SUNFLOWER*.

EACH METOR IS REQUIRED TO HOLD MEETINGS WITH THE STUDENTS IN HIS/HER GROUP.

MENTORS MAY MEET THE PARENTS OF THE STUDENTS IF REQUIRED.

A REGULAR BOOK RECORDING DISCUSSION WITH EACH STUDENT IF MAINTAINED BY THE MENTOR WOULD BE APPRECIATED.

THERE CAN BE A COMPETITION HELD OF SOME KIND BE HLED BETWEEN DIFFERENT MENTEE GROUPS AND THAT WOULD HIGHLIGHT FOR THEM HOW IMPORTNT IS AN ELEMENT OF COMPLETION TO WIN ANY CHALLENGE.