

**GOA UNIVERSITY**  
**Taleigao Plateau, Goa 403 206**

**MINUTES**  
**of the 3<sup>rd</sup> Meeting (Special) of the**

**X ACADEMIC COUNCIL**

**Day & Date**

**1<sup>st</sup> March, 2021**

**Time**

**10.30 a.m.**

**Online Via Google Meet**

### Minutes of the Third Meeting (Special) of the X Academic Council

Date: 01.03.2021

Time: 10.30 a.m.

Venue: Online via Google Meet

A list of members who attended the meeting of the Academic Council and those who sought leave of absence is appended.

The Chairperson (Vice-Chancellor) welcomed the members to the third meeting (Special) of the X Academic Council, especially external member of the House Prof. (Dr.) Rajpal Singh and informed that since there were four important items needed to be discussed and deliberated upon, this special meeting of the X Academic Council was being called for.

Thereafter, the agenda was taken up for discussion.

|              |  |
|--------------|--|
| <b>D</b>     | <b>DISCUSSION ITEMS</b>  |
| <b>D 3</b>   | <b>BOARD OF STUDIES</b>  |
| <b>D 3.1</b> | <p><b>Minutes of the meeting of the Board of Studies in Computer Science &amp; Technology (PG) held on 12.02.2021 recommending considering the proposal for the reduction of the duration of the M.C.A. Programme from three to two years.</b></p> <p>The Academic Council approved the minutes of the meeting of the Board of Studies in Computer Science &amp; Technology (PG) held on 12.02.2021 recommending the proposal for the reduction of the duration of the M.C.A. Programme from three to two years with the following observations:</p> <ol style="list-style-type: none"> <li>1. The two year MCA Programme will be offered from the academic year 2021-2022.</li> <li>2. Point a. (i) Eligibility Criteria to be read as 'Passed BCA/Bachelor Degree in Computer Science/Engineering or equivalent Degree'.</li> <li>3. Syllabus Content for MCA Bridge Course i.e. "Fundamentals in Computer Science was approved. The evaluation of the same would be done as per the prerequisites required for the Courses in Semester I and Semester II. However, the House suggested that the BoS could design their own MOOCs for Bridge Course for the subsequent years. Non computer science candidates would require passing the Bridge Course as per the assessment criteria to be eligible for admission to the Semester III of the MCA programme.</li> <li>4. The proposed Aptitude Entrance Test Syllabus was approved for implementation from the academic year 2022 onwards.</li> <li>5. The word 'Main Reading' under References/Reading to be deleted from the MCA Semester I syllabus.</li> <li>6. Credits for the Industry Internship indicated in Clause OB 19 A.4.1. to be reduced from 24 to 16 and the word Project to be deleted.</li> <li>7. OB 19 A 7.3.9 (Proposed New Ordinance) Applicable for non computer Science graduates who have been provisionally admitted to the MCA program:</li> </ol> |

|              |   |
|--------------|---|
|              | <p>To be eligible for admission to Semester III of the MCA Degree Programme, students are required to obtain a minimum of 40% marks separately in the Theory and Laboratory Component of the Bridge Course Assessment, which will be conducted by the faculty of the MCA Programme, Goa Business School. The marks obtained in the Bridge Course shall be shown on the final year grade sheet but shall not be considered for the computation of the SPI/CPI.</p> <p>The Chairperson (Vice-Chancellor) appreciated the efforts put in by the Chairperson and members of the Board of Studies for taking initiative and coming up with a two years Course.</p> <p>Pending finalization of the minutes, it was resolved to place the proposed Ordinance before the Drafting and Vetting Committee and thereafter before the Executive Council scheduled on 12<sup>th</sup> March, 2021.</p> <p style="text-align: center;"><b>(Action: Assistant Registrar Academic – PG)</b></p>   |
| <b>D 3.2</b> | <p><b>Minutes of the Meeting of the Board of Studies in Political Science held by circulation on 23.02.2021 recommending to consider the proposed online Electoral Literacy Course developed jointly by the Department of Political Science and the Chief Electoral Office, Goa.</b></p> <p>The Academic Council approved the minutes of the meeting of the Board of Studies in Political Science held by circulation on 23.02.2021 recommending the proposed online Electoral Literacy Course developed jointly by Department of Political Science and Chief Electoral Office, Goa with the following observations:</p> <ol style="list-style-type: none"> <li>1. SVEEP (Systematic Voter Education and Enrolment Programme) activities to be included.</li> <li>2. Board of Studies was requested to design another Course for the Undergraduate level.</li> <li>3. Practical to be added for Unit 4 and Unit 5.</li> </ol> <p>Pending finalization of the minutes, it was resolved to place the minutes before the Executive Council scheduled on 12<sup>th</sup> March, 2021 for consideration.</p> <p style="text-align: center;"><b>(Action: Assistant Registrar Academic – PG)</b></p> |
| <b>D 3.3</b> | <p><b>Minutes of the meeting of the Board of Studies in Environmental Science held on 25.02.2021 recommending to consider the proposed structure and syllabus of the M.Sc./M.A. in Environment Science Programme.</b></p> <p>The Academic Council approved the minutes of the meeting of the Board of Studies in Environmental Science held on 25.02.2021 recommending the proposed structure and syllabus of the M.Sc./M.A. in Environment Science Programme with the following observations:</p> <ol style="list-style-type: none"> <li>1. Proposed new Ordinance to be corrected as OB-XX instead of OA-XX.</li> <li>2. The structure of the Programme and the Courses for the entire two years (four semesters) were approved.</li> <li>3. The Dissertation (Course ESC 409) to be made a Compulsory Component.</li> </ol>  |

**GOA UNIVERSITY**  
**Taleigao Plateau, Goa 403 206**

**A G E N D A**

**For the 3rd Special Meeting of the**

**X ACADEMIC COUNCIL**

**Day & Date**

**1<sup>st</sup> March, 2021**

**Time**

**10.30 a.m.**

**Online Via Google Meet**

D 3.2

**Minutes of the Meeting of the Board of Studies in Political Science held by circulation on 23.02.2021.**

**Part A**

- i) Recommendation regarding courses of study in the subject or group of subjects at the undergraduate level Nil
- ii) Recommendation regarding courses of study in the subject or group of subjects at the post-graduate level

The Board recommends introduction of a one credit course entitled **PSO 215 Democracy and Electoral Management in India (With Special Reference to Polling Booths)** is approved as in [Annexure I](#) (refer page no 30). Minutes were circulated by mail and suggestions have been incorporated 23<sup>rd</sup> February 2021. The same has also been vetted by India International Institute of Democracy and Election Management, New Delhi.

**Part B**

- i) Scheme of Exam at UG Level Nil
- ii) Panel of Examiners for different exams at UG level Nil
- iii) Scheme of Exam at PG level Nil
- iv) Panel of Examiners for different Exams at PG level Nil

**Part C**

- i) Recommendation regarding preparation and publication of selection of reading material in the subject or group of subjects and the names of the persons recommended for appointment to make the selection.

**Part D**

- i) Recommendation regarding general academic requirements in the Department of University or affiliated colleges: Nil
- ii) Recommendations of the Academic Audit Committee and Status Thereof Nil

**Part E**

- i) Recommendation of the text Books at the UG level Nil
- ii) Recommendation of the text Books at the PG level: As listed in [Annexure I](#) (refer page no 30)

**Part F**

Important points for consideration/approval of Academic Council

**Approval of the syllabus of the Paper PSO215 Democracy and Electoral Management in India (With special reference to Polling Booths)**

- a) Declared hereby that minutes were read out by the Chairman at the meeting itself.

Date :24-02-2021

Place: Goa University

Sd/-

Signature of the Chairman

**Part G**

|              |  |
|--------------|--|
|              | <p>The remarks of the Dean of Faculty</p> <ol style="list-style-type: none"> <li>The minutes are in order</li> <li>The minutes may be placed before the Academic Council with remarks if any.</li> <li>May be recommended for approval of Academic Council.</li> <li>Special Remarks if any.</li> </ol> <p>Date: 24-02-2021<br/>Place: Goa University</p> <p style="text-align: right;">Sd/-<br/>Signature of the Dean<br/><a href="#">(Back to Index)</a></p>   |
| <b>D 3.3</b> | <p><b>Minutes of the meeting of the Board of Studies in Environmental Science held on 25.02.2021.</b></p> <p><b>Part A.</b></p> <ol style="list-style-type: none"> <li>Recommendations regarding courses of study in the subject or group of subjects at the undergraduate level: NIL</li> <li>Recommendations regarding courses of study in the subject or group of subjects at the postgraduate level: NIL</li> </ol> <p><b>Part B</b></p> <ol style="list-style-type: none"> <li>Scheme of Examinations at undergraduate level: NIL</li> <li>Panel of examiners for different examinations at the undergraduate level: NIL</li> <li>Scheme of Examinations at postgraduate level: NIL</li> <li>Panel of examiners for different examinations at post-graduate level: NIL</li> </ol> <p><b>Part C.</b></p> <ol style="list-style-type: none"> <li>Recommendations regarding preparation and publication of selection of reading material in the subject or group of subjects and the names of the persons recommended for appointment to make the selection: NIL</li> </ol> <p><b>Part D</b></p> <ol style="list-style-type: none"> <li>Recommendations regarding general academic requirements in the Departments of University or affiliated colleges: NIL</li> <li>Recommendations of the Academic Audit Committee and status thereof: NIL</li> </ol> <p><b>Part E.</b></p> <ol style="list-style-type: none"> <li>Recommendations of the text books for the course of study at undergraduate level: NIL</li> <li>Recommendations of the text books for the course of study at post graduate level: NIL</li> </ol> <p><b>Part F.</b></p> <p><u>Important points for consideration/approval of Academic Council</u></p> <ol style="list-style-type: none"> <li>The important points/recommendations of BoS that require consideration/approval of Academic Council (points to be highlighted) as mentioned below: <ol style="list-style-type: none"> <li>BoS in Environmental science has approved the structure of the entire two year</li> </ol> </li> </ol> |

**D 3.2 Minutes of the Meeting of the Board of Studies in Political Science held by circulation on 23.02.2021.**

**Annexure I**

**Online Electoral Literacy Course on “Democracy and Electoral Management in India (With Special Reference to Polling Booths)”**

**Course Prerequisites:** To be a participant one must be a graduate in any discipline, with an academic/professional interest on issues relating to democracy, election, public policy and governance.

**Course Objectives:** The course on “Democracy and Electoral Management” has been proposed jointly by the Chief Electoral Officer Goa and Department of Political Science, Goa University which is to be offered as an online platform recognized by Goa University. It is intended to serve as a training module as well as orientation for the general public and electoral officials on the mechanism of elections, both in its concept and practice, particularly with reference to role of Presiding/Polling Officers).

**Course Details**

**Title of the Course: PSO215 Democracy and Electoral Management in India (Special Reference to Polling Booths)**

**Target audience:** Presiding Officers/Polling officers, Students, researchers in political science and public policy, NGOs, other government officials.

**Course Duration:** 12 hours **(1 credit )**

**Course Content** (Units/Chapters)

**Unit 1. Introduction to the Course:** Scope, Rationale, Outcome and Modalities of the course  
**1 hour**

**Unit 2. Democracy and Elections:** Concept, Linkages, Challenges of Democracy and Elections,  
**1 hour**

**Unit 3. Electoral Management in India:** Institutions, Structure, Function, Mandate **2 hours**

**Unit 4. Electronic Voting Machine :** Operational Dimensions, Procedures, Remedials. **2 hours**

**Unit 5. Case Studies from Polling Station:** Oath of Secrecy, Start of Poll, Mock Poll, Challenged Votes, People with disability, Tendered ballot, VVPAT related issues, Identification, NOTA, Sealing of Voting Machine. **6 hours**

**Pedagogy: (Each module shall include a video lecture, interactive sessions, exercises )**

Potential Platforms on which the course can be conducted: Directorate of Extra Mural Studies/Department of Political Science using you tube and google meet options.

**Mode of Evaluation:** Total Marks: 25

**Internal Exam:** 10 marks (5 Assignment, 5 Presentation)

**Final Exam:** 15 marks (Consisting of Multiple Choice and Long Answer Exam)

**Select Readings**

Bidyut Chakrawarty and Rajendra K Pandey(2020) *Reconceptualizing Indian Democracy: The Changing Electorate* Sage, New Delhi

Election Commission of India Handbooks, <https://eci.gov.in/files/category/3-handbooks/>

Election Commission of India Training Material, <https://eci.gov.in/training-material/>

Robin Age , (2020)*Elections in India: Everything you need to know*, Harper Collins, Children's Books, New Delhi

S.Y.Quraishi ed. ,(2019) *Great March of Democracy: Seven Decades of Indian Elections*, Penguin, New Delhi

**Learning Outcomes:**

At the end of the course, participants will have a basic familiarity with concept of democracy and electoral management in India, roles and responsibilities of polling officers, handling of electronic voting machines, practical issues that come up dues to voting and their resolution.

[\(Back to Index\)](#) [\(Back to Agenda\)](#)