**Minutes of the BoS of M.Sc Biotechnology Meeting held on 08-04-2025**

* The meeting commenced at **10:00 AM** with a **silent prayer**
* **Dr. Sareen Sarah John**, Chairperson of the Board of Studies and Head of the Department extended a warm welcome to all members and presented the agenda for the meeting.
* The members unanimously elected **Mrs. Bincy Jacob** as the **BoS Member Secretary** for the **M.Sc. Biotechnology Postgraduate Program** for the academic year **2025–2026**.
* The **VC nominee of BoS Dr. Sona S Dev** and BoS members **Dr. Ally C Antony, Dr. Linda Louis, Mrs. Jaya Vinny Eapen**, and **Dr. Liji Thomas** proposed several constructive corrections and improvements to the existing M.Sc. Biotechnology syllabus.
* After a thorough examination and collaborative discussion, the BoS resolved that:

The **existing syllabus** shall continue to be used for the academic year **2025–2026**.

The **suggested revisions** will be compiled, refined, and presented in the **next BoS meeting** for final approval and implementation from the academic year **2026 onwards**.
This approach was agreed upon to ensure smooth academic continuity and to allow sufficient time for review and alignment with regulatory standards.

* The Board deliberated on the importance of offering **add-on courses** to bridge the gap between academic knowledge and industry requirements. Following a detailed discussion, the BoS **unanimously recommended** the introduction of the following two **add-on certificate courses**:

 1. Basic Molecular Technique

 2. Advanced Food Quality Analysis

* A discussion was held regarding the list of Chairman/Chief and External Examiners for scrutiny. It was agreed that the proposed list would be finalized and submitted after obtaining consent from the respective examiners. This list will be communicated to the BoS soon.
* The BoS members authorized the Chairperson, **Dr. Sareen Sarah John**, to make necessary changes to ensure the smooth conduct of the course. These changes must be reported back to the BoS in the next meeting.
* The meeting concluded at **1:30 PM** with a **vote of thanks** delivered by **Mrs. Asha M P**, who expressed gratitude to all members for their valuable inputs, active participation, and commitment to the academic advancement of the department.

**Resolutions Passed:**

* Appointment of Mrs. Bincy Jacob as BoS Member Secretary for 2025-2026. **UCC/BoS/PG/Biotech/01/2025-26/01**
* Syllabus Correction and Enhancement- the **existing syllabus will remain in use** for the academic year 2025–2026. The college will have the liberty to choose any 3 elective courses from the list of Electives given in the MG University syllabus. **UCC/BoS/PG/Biotech/01/2025-26/02.**
* The BoS approved the introduction of two add-on certificate courses—Basic Molecular Techniques and Advanced Food Quality Analysis—to enhance student skill development and employability. **UCC/BoS/PG/Biotech/01/2025-26/03.**

Dr. Sareen Sarah John Mrs Bincy Jacob

Chairperson BoS & HoD BoS Member Secretary