

**I.K. Gujral Punjab Technical University, Kapurthala
(Main Campus)**

Department of Food Science and Technology

Agenda Board of Studies

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Item No. 1.1: To welcome the new Board of Studies

- The Department of Food Science and Technology was established in the year 2012 with the name Department of Life Sciences and Technology. The MSc. Clinical Research course, was started in the year 2018 after due approval of Academic Council of IKG PTU and subsequently by BOG IKG-PTU.
- Previous BOS Clinical Research prepared the curriculum of M.Sc. Clinical Research up to the second semester.
- BOS is one of the authorities of the University as per the act. Thus with a brief on the Department of Food Science and Technology and programme MSc. Clinical Research, IKG-PTU welcomes the members of the new BOS with the expectations of contribution at the macro and micro level in pursuit of academic excellence in this emerging field.
- Department of Academics, IKG PTU has issued guidelines regarding MSc. Skeleton for the designing of the curriculum (**Annexure 1**). The curriculum will be designed in line with it.

Item No.1.2: To consider the updation of scheme and curriculum of M.Sc. Clinical Research Semester 1 and 2 (Batch 2019-21 onwards)

- The scheme and syllabus of MSc. Clinical Research has to be revised in accordance the guidelines issued by Office of Director Main Campus IKG PTU in line with the UGC guideline for Choice Based Credit System (**Annexure 2**).
- The entire scheme and first year syllabus as annexed will be deliberated and finalized.
- The Department Faculty has prepared draft of the scheme and syllabus up to first year (**Annexure 3**).

The draft syllabus is put forth for deliberations and finalization.

Item No.1.3: To finalize the curriculum of MSc. Clinical Research semester third and fourth (Batch 2018).

- MSc. Clinical Research programme is running in the Main Campus of IKG PTU.
The MSc. Clinical Research syllabus up to 2nd semester was prepared by the previous BOS.
- The dissertation scheme was finalized by the previous BOS but the scheme is required to be updated as per the new notification by Registrar IKG PTU (**Annexure 4**)
- In the third semester dissertation part one (2 credits) course is proposed to be included. The decision regarding evaluation of the same whether satisfactory/ unsatisfactory or marks is to be decided by the BOS.
- The faculty has drafted third semester syllabus (**Annexure 5**).

The draft syllabus is put forth for deliberations and finalization.

Item No. 1.4: To review the evaluation scheme of laboratory courses.

- As per the study scheme, the laboratory courses are of 02 credit points carrying 50 marks.
- Further the division of 50 marks is 30 internal and 20 external. The evaluation scheme for awarding internal and external marks is proposed as follows:

Internal (30 Marks)	Class Performance = 14
	Practical Record/Viva = 12
	Attendance = 04
External (20 Marks)	Synopsis = 05
	Performance = 10
	Viva = 05
Total	50 Marks

The matter of evaluation scheme of the course is put forth for deliberation by BOS.

Item No.1.5: To review the scheme of internal assessment

- As per the study scheme, the internal assessment has two components i.e. continuous mode and sessional exams.
- The criteria for the evaluation of continuous mode is proposed as follows:
 1. For theory courses having internal of 30 marks
 - Sessional Exams: 20 Marks
 - Continuous Mode: 10 Marks

Continuous Mode Scheme

Criteria	Maximum Marks
Attendance	4
Academic activities (Average of any 3 activities e.g. quiz, assignment, open book test, field work, group discussion and seminar)	6
Total	10

2. For theory courses having internal of 15 Marks
 - Sessional Exams: 10 Marks
 - Continuous Mode: 05 Marks

Continuous Mode Scheme

Criteria	Maximum Marks
Attendance	2
Academic activities (Average of any 3 activities e.g. quiz, assignment, open book test, field work, group discussion and seminar)	3
Total	5

The scheme of internal evaluation is put forth for review and finalization by the BOS.

Item No.1.6: To finalize the guidelines for allotment of marks for attendance.

- One of the components of continuous mode of internal assessment is attendance. The draft guidelines for the award of marks for attendance is proposed as follows:

Guidelines for the Allotment of Marks for Attendance

Percentage of Attendance	Theory (Attendance Maximum Marks 04)	Theory (Attendance Maximum Marks 02)	Practical (Attendance Maximum Marks 04)
More Than 93	4	2	4
87-92	3	1.5	3
81-86	2	1	2
75-80	1	0.5	1
Less than 75	0	0	0

The guidelines for the allotment of marks for attendance is put forth for review and finalization by the BOS.

Item no.1.7: To review the matter of minimum credits required for the award of MSc. Clinical Research Degree.

- The minimum credits that a student has to earn for the award of degree are **90 credits**.
- The **86 credits** of the program are awarded based on coursework undertaken during the degree.
- The remaining credits can be earned by the student from the co-curricular activities as proposed below.
- The semester wise distribution of credits and credits for co-curricular activities has been drafted by the faculty as follows:

Semester Wise Credits Distribution

Semester	Credits
I	22
II	20
III	24
IV	20
Co-curricular Activities (Attending Conference, Scientific Presentations and Other Activities)	Minimum=04 Maximum=09
Total Credit Points	Minimum: 86 + 4* = 90 Maximum: 86 + 9* = 95

**Credits for Co-curricular Activities*

Guidelines for Awarding Credits for Co-curricular Activities

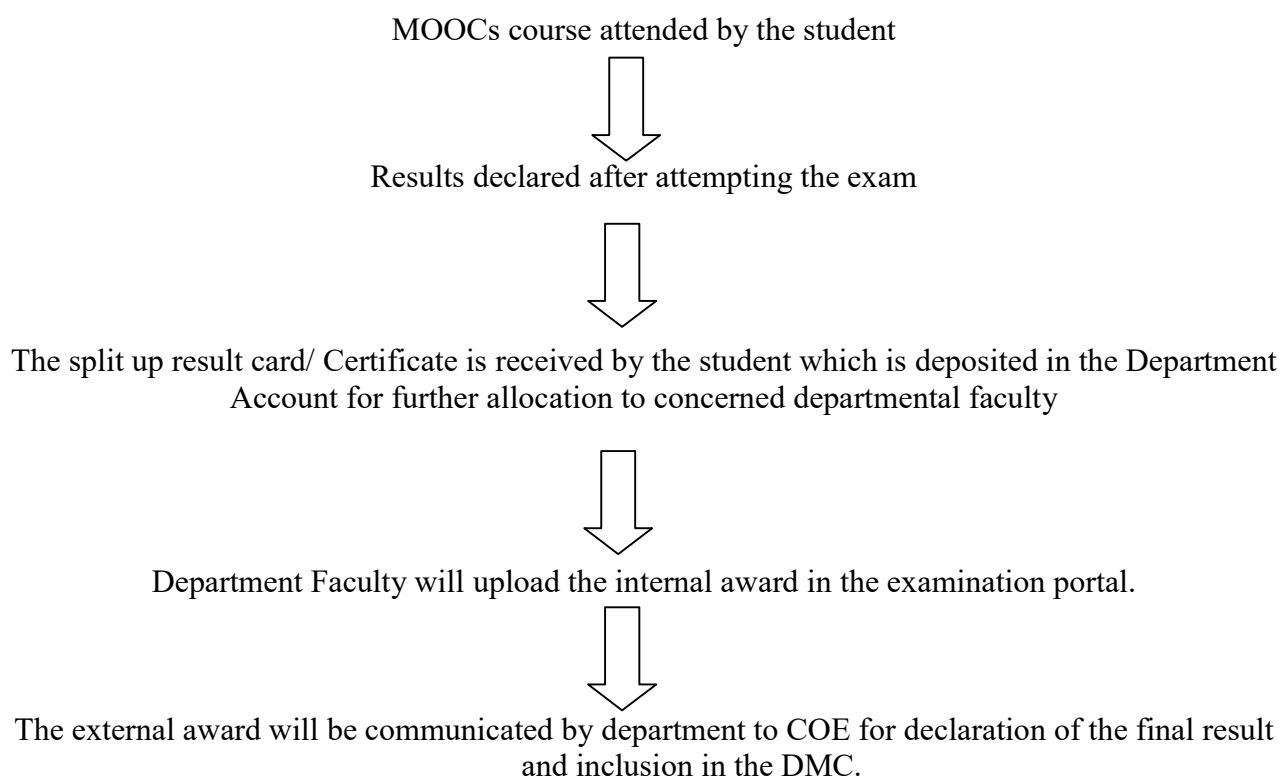
Name of the Activity	Credit Points
Successful completion of MOOCs Courses (4 credits)	04
Successful completion of MOOCs Courses (3 credits)	03
Successful completion of MOOCs Courses (2 credits)	02
Participation in Seminar/ Conference/ Workshop/ Symposium/ Training Programs (related to the specialization of the student)	01
Presentation in Seminar/ Conference/ Symposium/ (related to the specialization of the student)	02
Presentation in Seminar/ Conference/ Symposium/ (related to the specialization of the student) and with award	03
Research / Review Publication in indexed in Scopus / Web of Science*	03
Research / Review Publication in peer reviewed journals*	02
Minimum ten days residential camp organized by NSS/ Youth Affairs	02
Inter University participation in cultural or sports activity	02
Inter University award in cultural or sports activity	03
Inter College participation in cultural or sports activity	01
Inter College participation in cultural or sports activity	02

**Only those research / review publications will be considered which have been published during the tenure of M. SC. Course.*

The matter for the matter of minimum credits required for the award of MSc. Clinical Research Degree is put forth for review and finalization by the BOS.

Item no. 1.8: Addition of MOOCs courses in the pool of Generic Elective Courses.

- As per the guidelines issued by MHRD, the students should be encouraged to enrol in the MOOCs courses.
- The credits of such courses will be transferred to the scheme of credit points for the award of degree. The proposed mechanism was transfer of credits is proposed as under:



- Keeping this in view it is proposed that such MOOCs courses may be included in the pool of Generic Elective Courses.
- The following courses are proposed from the list of notified MOOCs for inclusion in the pool of Generic Elective Courses.

List of Courses

S. No.	Course Title	Start Date	End Date	Duration	Course Type	Exam Date	URL
1	Biochemistry & Molecular Biology	08 Aug. 2019	31 Oct 2019	12 weeks	Elective		https://swayam.gov.in/nd2_cec19_bt02/preview
2	Neuroscience of Human Movements	29 Jul 2019	18 Oct 2019	12 weeks	Elective	16 Nov 2019	https://swayam.gov.in/nd1_noc19_ge28/preview
3	Research Ethics	15 Jul 2019	30 Oct 2019	15 weeks	Core		https://swayam.gov.in/nd2_ugc19_ge04/preview
4	Health Research Fundamentals	29 Jul 2019	20 Sep 2019	8 weeks	Elective	29 Sep 2019	https://swayam.gov.in/nd1_noc19_ge24/preview
5	Organic Chemistry in Biology and Drug Development	29 Jul 2019	18 Oct 2019	12 weeks	Elective	16 Nov 2019	https://swayam.gov.in/nd1_noc19_cy22/preview
6	Ultrafast Optics and Spectroscopy	29 Jul 2019	18 Oct 2019	12 weeks	Elective	17 Nov 2019	https://swayam.gov.in/nd1_noc19_cy28/preview
7	Soft Skills	29 Jul 2019	18 Oct 2019	12 weeks	Elective	16 Nov 2019	https://swayam.gov.in/nd1_noc19_hs33/preview

The matter for inclusion of MOOCs courses has been put forth BOS for deliberation and finalization by the BOS.

Item No. 1.9: Any other item with the permission of chair.