

Programme Project Report

B.Sc. Life Sciences (BZC)

(i) **Relevance of programme:** The mission of the institute is imparting knowledge to the students in their native language -Urdu and brings the students into main stream of education specially those who are from financially disadvantaged backgrounds. To achieve the goal education is provided in Urdu so that the students can easily imbibe the concepts. Providing opportunity to obtain knowledge in basic Science through distance mode of education is definitely a path breaking step in this regard specially to female students. Life Science as a subject is not only a subject of Interest to the students but also lets them know their environment and biodiversity. It also helps them to understand their physiology and basic concepts of heredity and evolution and makes them aware about etymology of different diseases and disorders.

Zoology is a subject which is directly related to the life of humans and the environment. Apart from this as a subject it opens the doors for higher education and research and also has great job opportunities at all the level of education both in public and private sectors.

Similarly Botany is directly related to the biodiversity of plants and the agriculture. Study of plants physiology and their economic importance is important and relevant for agricultural country like India.

Chemistry is one of the most important of basic Sciences, which enables the students to know about the matter surrounding us and the environmental pollution caused through different sources. The subject opens doors for higher education and research in diverse fields like industrial chemistry, medicinal pharmacy industries and research organizations etc. Chemistry is also important for better understanding the metabolic processes occurring in living organisms. Therefore, B.Sc. Life Sciences with subject combination of Zoology, Botany and Chemistry is not only important for educating the students but also important for human welfare.

(ii) **Objectives of the programme,** nature of prospective target group of learners, and appropriateness of Open and Distance Learning mode for acquiring specific competencies or skills; The objective of the subjects is to make students aware about:

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20/11/18

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- How "life" works, and, consequently, how we work.
- How the higher mammals provide useful insight into the human world.
- Conservation of threatened or endangered species
- Maintenance of biodiversity
- How animals and plants affect our lives.
- How the animals are responsible for causing diseases and plants can be used as medicine.
- How the living organisms and we evolved
- How we are phylogenetically related to animals
- How we name and classify the animals and plants
- Physiology of animals and plants and our own systems
- Animal behaviour and plant growth
- Fundamental properties of particles like electron, proton and neutron.
- Dual nature of electron
- How are the elements classified
- Basic concepts and industrial applications of organic Chemistry.
- Role of inorganic compounds in different industries like cement, glass and industries
- Knowledge of Green chemistry and pollution control mechanisms.

(iii) **Instructional design:** The B.Sc. (BZC) Programme is of three year duration annual programme offering the three subjects; Zoology, Botany and Chemistry as compulsory papers. In the first and second year one paper from each subject is offered. In the third year two papers from each subject are provided with full course material. The present bachelor programme is annual based programme. In the First and Second year, the students are required to study a compulsory English language paper. They also have to opt one language paper from Urdu, Hindi and Arabic. One more paper, Environmental Studies, is compulsory to pass in the First Year, but its marks will not be added in the total. The SLM in print form is available with the Directorate of Distance Education. Some audio-visual lessons are also available.

The counselling classes will be conducted at Learner Support Centres through academic counsellors as per University rules and regulations.

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Procedure for admissions: As with other undergraduate programmes of the Directorate of Distance Education of MANUU, admission is conducted once a year.

The admission process is offline as on date but it is proposed to offer online

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admissions in future. Admission is open to any candidate with 10+2 or equivalent degree.

- (v) **Library and laboratory resources:** Library facility at Headquarters in the Directorate of Distance Education and in the Central Library apart from such facility wherever available at the Study Centres/Learner Support Centres can be availed by the distance learners as per due procedure.
- (vi) **Cost estimate:** Expenditure is incurred on printing and despatch of SLM and conducting practicals as per University rules and regulations. Expenditure is also incurred on the counselling classes and payments to the SC/LSC part-time staff apart from admission; evaluation; inspection and maintenance related expenditure.
- (vii) **Quality assurance:** The Internal Quality Assurance Cell of the University; the Regional Directors/ Asst. Regional Directors; the concerned faculty at DDE and different sections [The Instructional Media Centre; Examination Branch; Purchase Section etc] ensure that stringent quality measures are in force and adhered to. A separate IQAC for the distance mode programmes is proposed in future.
- (i) **Curriculum** and detailed syllabi of the programme.

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B.Sc. Zoology Subjects offered:

Year	Title and Syllabus
1 st year	Block-1 Invertebrates: Unit 1-25: General account and type study of; <i>Verticella, Monocystis, Alphidium, Protozoa, Diseases, Cnidaria, Obelia, Nereis, Pila globosa, Arthropoda, Palaemon, Onychophora, Echinodermata, Asterias</i> Block-2 Unit 26-32 <i>Protochordates, Balanoglossus, Urochordata, Amphioxus</i>
2 nd year	Block-I: Vertebrates: Unit: 1-30 <ul style="list-style-type: none"> • Pisces: Condrichthys, Osteichthyes and Dipnoi • Amphibia • Reptilia, Dinosaurs, Type study of Calotes and Varanus. • Aves • Mammalia: Rabbit-Urino-genital System, Endocrine Glands Block-II: Histology Unit: 31-32 Connective tissues, Nervous Tissues and Muscular tissue Block-3 Embryology Unit: 33-36

(Hard copy of syllabus enclosed)

M. Sigan

Registrar
 Usha Azad National Open University
 Hyderabad-500 032

مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in the year 1998)



**Minutes of the 28th Meeting (Emergent) of Academic Council held on
23rd October, 2017 at 4:00 p.m. in the Conference Hall, Administrative Building**

The following members were present:

Sl.	Name of Member	
1.	Dr. Shakeel Ahmad, Pro Vice Chancellor & Vice Chancellor(I/c)	Chairman
2.	Prof. S. M. Rahmatullah, Dean School of Arts & Social Sciences	Member
3.	Prof. Badiuddin Ahmed, Dean, SC & BM & Head, Dept. of Mgmt.	Member
4.	Prof. Syed Najamul Hasan, Dean, S.S&HoD, Dept. of Mathematics	Member
5.	Prof. Fatima Begum, Dean, School of Education & Training	Member
6.	Prof. Ehtesham Ahmed Khan, Dean, SMC&J & Head, MCJ	Member
7.	Prof. Abdul Wahid, Dean, School of Comp. Sc. & Inform. Tech.	Member
8.	Prof. Naseemuddin Farees, Dean, SLL & I	Member
9.	Prof. A. Ravinder Nath, Dean, Academic Affairs	Member
10.	Prof. Mushtaq Ahmed I. Patel, DDE & Dean, Student Welfare	Member
11.	Prof. K. R. Iqbal Ahmed, Director, DDE	Member
12.	Dr. Afroz Alam, Head, Dept. of Pol.Sc. & I/c Director, ACSSEIP	Member
13.	Dr. Kaneez Zehra, Head, Dept. Public Administration	Member
14.	Prof. P. H. Mohammad, Head, Dept. of Sociology	Member
15.	Dr. Md. Shahid Raza, Head, Dept. of Social Work	Member
16.	Prof. Shahida, Head, Dept. of Women Education	Member
17.	Prof. Mohd. Abdul Azeem, Head, Dept. of Management	Member
18.	Dr. Syed Alim Ashraf, Head, Dept. of Arabic	Member
19.	Prof. Shugufta Shaheen, Head, Dept. of English	Member
20.	Prof. Aziz Bano, Head, Dept. of Persian	Member
21.	Dr. Mohd. Khalid Mubashir-Uz-Zafar, Head, Dept. of Translation	Member
22.	Dr. H. AleemBasha, Head, Dept. of Physics	Member
23.	Prof. P.F. Rahman, Director, Directorate of Admissions	Member
24.	Prof. Khatija Begum, Dept. of Education & Training	Member
25.	Prof. Mohd. Zafaruddin, Director, Dte of Translation & Publications	Member
26.	Prof. Mohd. Shahid, Controller of Examination	Member
27.	Dr. Pradeep Kumar, Head, Dept. of CS&IT	Member
28.	Prof. Saneem Fatima, Professor, Dept. of Management Studies	Member
29.	Prof. Khazi Ziaulla, Regional Director, R. C. Bangalore	Member
30.	Prof. Salma Ahmed Farooqui, H.K.S. Centre for Deccan Studies	Member
31.	Prof. Gulfishaan Habeeb, Professor, DDE	Member
32.	Prof. Nisar Ahmed I. Mulla, Professor, DDE	Member
33.	Prof. Shahid Naukhez, Dept. of Persian	Member
34.	Prof. Akbar Ali Khan, Additional Director, DDE	Member
35.	Dr. Sahab Singh, Assistant Regional Director, DDE, MANUU	Member
36.	Dr. Akhtar Parvez, Librarian	Member
37.	Prof. Siddiqui Mohd. Mahmood, Professor, Dept. E & T	Member
38.	Prof. Khan Masood Ahmad, Former VC, KMC Urdu, Arabic & Farsi Univ.	Member
39.	Prof. Bharti Baweja, Dept. of Education, University of Delhi	Member
40.	Dr. M. Kamil, Joint Director, Centre for Information Technology	Special Invitee
41.	Dr. M. A. Sikandar, Registrar, MANUU	Ex-Officio Secretary

The following members could not attend the meeting: -

1.	Prof. Farida Siddiqui , <i>Head, Dept. of Economics</i>
2.	Dr. Mohd. Fahim Akhtar , <i>Head, Dept. of Islamic Studies,</i>
3.	Dr. S. Maqbool Ahmed , <i>Head, Dept. of Botany</i>
4.	Dr Parveen Jahan , <i>Head, Dept. of Zoology</i>
5.	Prof. Syed Mohammed Haseebuddin Quadri , <i>Dept. of English</i>
6.	Prof. Wadudal Haque Siddiqui , <i>CTE, Bhopal</i>
7.	Prof. Abul Kalam , <i>Professor, Dept. of Urdu</i>
8.	Prof. Mushtaq Ahmad Kaw , <i>Head, Dept. of History</i>
9.	Prof. Adam Paul Patteti , <i>Principal, CTE Nuh</i>
10.	Prof. Ghanta Ramesh , <i>Dept. of Edn. & Training</i>
11.	Prof. Noushad Hussain , <i>CTE, Asansol</i>
12.	Prof. Md. Faiz Ahmed , <i>CTE, Darbhanga</i>
13.	Prof. Mohd. Farooq , <i>Dept. of Urdu</i>
14.	Dr. Bilal Rafiq Shah , <i>Associate Professor, Education, CTE Srinagar</i>
15.	Dr. Mohd. Ahsan , <i>Regional Director, RC Bhopal</i>
16.	Dr. Viquar Unnisa , <i>Asst. Professor, Education, Dept. of Edn. & Trg.</i>
17.	Prof. Abdul Bari , <i>Vice-Chancellor, Central University, Gujarat</i>
18.	Prof. R. L. Hangloo , <i>Vice-Chancellor, Allahabad Central University, UP</i>
19.	Prof. Nageshwar Rao , <i>Vice Chancellor, Uttarakhand Open University, Uttarakhand</i>
20.	Prof. S. M. Sajid , <i>Dept. of Social Work, JMI, New Delhi</i>

At the beginning of the meeting, the Hon'ble Vice Chancellor (I/c) welcomed all the members of the House and expressed his gratitude for making it convenient to attend the meeting. The V.C.(I/c) briefed the importance of the Emergent Meeting of the Academic Council in view of the UGC (Open and Distance Learning) Regulations, 2016 and asked the Registrar to take up the agenda items.

The following matters were discussed: -

ITEMS FOR CONSIDERATION:

Item No. 28.4.01

Sub: Establishment of Center for Internal Quality Assurance in DDE – Reg.

Considered and approved the same.

Item No. 28.4.02

Sub: Approval for the arrangement of Guest Faculty for DDE – Reg.

The Academic Council was apprised the need for the restoration of faculty positions sanctioned for DDE and also to engage Guest Faculty to meet the norms of UGC (ODL) Regulations, 2017. After deliberations, the Academic Council considered and approved the proposal of DDE.

Item No. 28.4.03

Sub: Approval of Program Project Report (PPR) and its implementation – Reg.

Considered and approved.

Item No. 28.4.04

Sub: Switching over to robust system of On-line Admission Process and other measures for effective use of Information and Communication Technology (ICT) – Reg.

Considered and approved.

Item No. 28.4.05

Sub: Approval of the Academic Calendar / Planner for MANUU - DDE Program launching process for the academic year 2018- 19 – Reg.

Considered and approved.

Item No. 28.4.06

Sub: Implementation of the new Admission Provisions and Fee Structure - Reg.

Considered and approved the same.

Item No. 28.4.07

Sub: Introduction of new UG/PG Programs under MANUU - DDE from the academic year 2018-19 as per the new UGC (ODL) Regulations, 2017- Reg.

Considered and approved the introduction of the following new programmes through DDE from the academic year 2018-19:-

- (i) Master of Arts in Islamic Studies (two year PG Programme)
- (ii) Master of Arts in Hindi (two year PG Programme)
- (iii) Master of Arts in Arabic (two year PG Programme)
- (iv) Bachelor of Commerce (three year UG Programme)

Item No. 28.4.08

Sub: Approval of Self Learning Material (SLM) for the UG/PG courses of both existing proposed programs of MANUU - DDE - Reg.

Considered and approved.

Item No. 28.4.09

Sub: Approval of Scheme of Instruction, Examination and Evaluation for 2 year B.Ed (DM) program - Reg.

Considered and approved.

Item No. 28.4.10

Sub: Adoption of CBCS System for Distance Mode Programs - Reg.

Considered and approved. However, in order to enable the flexibility between Regular and Distance mode programs and to establish equivalence in credit distribution, a Committee may be constituted to examine the matter in detail.

Item No. 28.4.11

Sub: Approval for revised Mode of Evaluation for MANUU - DDE Programs - Reg.

Considered and approved. Further resolved that the Qualifying Marks or Grade or CGPA should be similar to that of Regular Programs.

Item No. 28.4.12

Sub: Enabling the Fee Receipts of MANUU - DDE through Digital Mode – Reg.

Considered and approved.

Item No. 28. 4.13

Sub: Approval for renaming of Study Centers as Learner Support Centers (LSCs) - Reg.

The Academic Council discussed the matter regarding renaming all the existing Study Centres under DDE to Learner Support Centres (LSCs) in conformity with the norms of UGC (ODL) Regulations, 2017 and approved the same.

Item No. 28.4.14

Sub: Provision of Fee waiver / concession for SC/ST and Persons with Disability (PwD) Categories for MANUU - DDE Programs from the academic year 2018- 19 – Reg.

Considered and approved. Further resolved that in order to enhance the Gross Enrollment Ratio (GER) of SC, ST & PwD students, the matter for fee waiver/concessions may be referred to a Committee to examine the issue and to make appropriate recommendations.

The meeting ended with vote of thanks to the Chair.

S/d xxxxx
Assistant Registrar
(Academics)

S/d xxxxx
Registrar



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AGENDA
FOR
THE 28th MEETING (Emergent) OF
ACADEMIC COUNCIL

Date : 23rd October, 2017
Time : 4:00 P.M.
Venue : Conference Hall - 1st Floor, Administrative Building

Item # 28.4.03**Note (-3-)****Sub: Approval of Program Project Report (PPR) and its implementation – Reg.**

As part of the UGC(ODL) Regulations, 2017, every Higher Educational Institution shall prepare a Program Project Report for each program. The Program Project Report shall be approved by the appropriate authority of the Higher Educational Institutions, which shall put in place a monitoring mechanism to ensure its proper implementation.

The Program Project Report (PPR) of a Higher Educational Institution is a document prepared to introduce a new program, which includes details of –(a) program objectives, and outcomes, (b) nature of target group of learners, (c) appropriateness of the program with quality assurance for acquiring specific skills, (d) admission, delivery and evaluation norms.

The Program Project Report (PPR) is a self-disclosure by the Institution about launching the program in the Open and Distance Learning mode. The Institution has to define specific aims and objectives for each of the academic programs, which will give the direction to launch a program and will allow to focus on results. At the end, these aims and objectives will help to demonstrate what has been achieved. The program shall be planned with clear deliverables and knowledge experiences to be gained.

Accordingly, the MANUU - DDE proposes for approval of Program Project Reports of all the existing and proposed programs incorporating the mandated requirements to comply as per the new UGC (ODL) Regulations, 2017 as also its effective implementation.

MATTER FOR CONSIDERATION

The matter is placed before the Academic Council for consideration and approval.