

Minutes of the Board of Studies Meeting

To be implemented from : 2021-2022 onwards

Venue : The Research Centre of English

Convened on : 15.04.2021

Convened at : The Research Centre of English

Members present :

1. Dr. A. Roselin Mary
Associate Professor & Head
The Research Centre of English
Fatima College
Madurai - 18
Head of the Department
Roselin Mary

2. Dr. R. Rajesh
Assistant Professor & Head-in-charge
School of English and Foreign
Languages
Madurai Kamaraj University
Madurai - 21.
University Nominee
Rh

3. Dr. G. Baskaran
Professor of English and Foreign
Languages
The Gandhigram Rural Institute
Dindigul
Subject Expert
B. Baskaran

4. Dr. Suresh Frederick
Associate Professor and Head
UG Department of English
Bishop Heber College
Trichy
Subject Expert

5. Ms. B. Vijayalakshmi
Senior Editor
Deccan Chronicle
Chennai

Industrialist

6. Ms. S. Saradha Devi
Assistant Professor
Department of English (SF)
The American College
Madurai

Alumna

S. J.

7. Dr. S. J. Kala
Associate Professor
The Research Centre of English
Fatima College
Madurai

Dean of Academic
Affairs

S. J. K.

8. Dr. Fernando Delishia
Associate Professor

Staff Members
Fernando Delishia

9. Dr. P. Varaprasadam Christi Shanthi
Associate Professor

P. V. Christi Shanthi

10. Dr. S. Saira Banu
Associate Professor

S. S. Banu

11. Dr. Mary Magdalene Abraham
Associate Professor

Magdalene

12. Dr. S. J. Kala
Associate Professor

S. J. K.

13. Dr. S. Aarthi
Assistant Professor

Aarthi, S

14. Dr. S. Parvathi
Assistant Professor

S. Parvathi

15. Dr. R. Saktheshwari
Assistant Professor

Saktheshwari

16. Ms. E. Sharon Jeevarajathi
Assistant Professor

Sharon

17. Dr. G. Priya
Assistant Professor

Priya

18. Ms. J. Kayal Anthony
Assistant Professor

J. Kayal

19. Ms. A. G. Aruna
Assistant Professor

Aruna

20. Ms. M. Esther
Assistant Professor

M. Esther

21. Ms. L. B. Sri Lekha
Assistant Professor

Sri Lekha L. B.

22. Ms. P. Sumedha
Assistant Professor

Sumedha

23. Ms. D. Ramya
Assistant Professor

D. Ramya

24. Ms. M. Aabidha Ihaslim
Assistant Professor

M. Aabidha

25. Ms. K. Astalakshmi
Assistant Professor

K. Astalakshmi

26. Ms. Shajitha Parveen
Assistant Professor

N. Shajitha Parveen.

27. Ms. P. Eunice
Assistant Professor

P. Eunice

AGENDA FOR BOARD OF STUDIES:

1. Presentation of the Action Taken Report
 2. Updation and addition of Open Educational Resources in the list of references of courses
 3. Revision of Syllabus
 4. New Courses:
 - a. At least one Interdisciplinary Self-Learning Extra Credit Course/semester for UG/PG/Professional Advanced learners to be introduced.
 5. Introduction of at least one Purely Skill-Embedded Certificate/Diploma/Advanced Diploma Value-Added Course other than the Value-Added Course that is already being offered.
 6. Approval of Ph.D Course work syllabus
 7. Internships & Projects
 - a. Rubrics for Internships and Projects to be passed in the Board
 - b. Type of Projects to be decided
 - (i) Field Project / (ii) Student Project
1. Group - UG

2. Individual - PG

1. Action Taken Report for 2020-2021:

S.no	Common Suggestions offered in the Previous Board	Action taken for the Academic year 2020-21
1.	Ms. Vijayalakshmi suggested the title "Technical Writing" to be changed into "Content Writing" and to revise the syllabus.	As per Ms. Vijayalakshmi's suggestion, the title "Technical Writing" was changed into "Content Writing" and the syllabus was revised accordingly.
2.	Dr. G. Baskaran suggested the appropriate inclusion of course outcomes.	Inclusion of course outcomes is being consciously done for each course.
3.	Dr. G. Baskaran recommended the introduction of a Diploma course.	Due to online classes and lack of time, a new crash course "English for Career Enrichment" is introduced.
4.	Ms. Vijayalakshmi recommended a course which combines "English for Advertising" and "Infotainment Skills"	As per the suggestion, the new course "English for Media" is introduced.

CHANGE OF COURSE TITLE

S.No	OLD COURSE CODE	NEW COURSE CODE	OLD COURSE TITLE	NEW COURSE TITLE	NEED FOR CHANGE
1.		19L3SB1	Proposed as 'Technical Writing'	CONTENT WRITING	Suggested by Ms. Vijayalakshmi, Senior Editor

NEW COURSES INTRODUCED

The following self-learning courses will be offered from 2021-2022 onwards

S.No	COURSE CODE	COURSE TITLE	Relevance to *					Scope for # Emp Ent #2 SD	Need for Introduction
			L	R	N	G			
1.	21EL2SL (For all I DC)	Reading for Pleasure	✓	✓	✓	✓		✓	To cultivate the reading habit among students and strengthen their reading skills
2.	21EL4SL (For all II DC)	Appreciating Literature	✓	✓	✓	✓	✓	✓	To develop a taste for literature among students of all disciplines and enhance their communication skills through reading of

S.No	COURSE CODE	COURSE TITLE	Relevance to *		Scope for #					Need for Introduction
			L	R	N	G	E M P	E A E	SD	
										Literature
3.	2IL2SL (For all I DC)	English for Ad Making	✓	✓	✓	✓	✓	✓	✓	To equip learners with the skills to excel in Advertising industry
4.	2ILT4SL (For all II DC)	Literature for Motivation [Offered by Research Centre of English & Tamil]	✓	✓	✓	✓	✓		✓	To help students develop a positive attitude towards life.
5.	2IUGEL6SL (For all III DC)	Front Office Skills [Offered by the Research Centre of Economics & English]	✓	✓	✓	✓	✓		✓	To equip students with good interpersonal communication and Front Office Skills
6.	2IPG1LM2SL (For all I PG)	Arithmetic and Linguistic Skills	✓	✓	✓	✓	✓	✓	✓	To help NET & SET aspirants acquire arithmetic and linguistic skills needed to crack the exams.

S.no	COURSE CODE	COURSE TITLE	Relevance Scope for							Need for Introduction	
			to *				#				
			L	R	N	G	E P	E RE	SD		
7.	21PG14SL (For II M.A English)	Contemporary Literature	✓	✓	✓	✓	✓			✓	To enable students get a glimpse of the contemporary writers and motivate learners to involve in research activities.

REVISED COURSES

S.no	COURSE CODE	COURSE TITLE	No. of Units revised with the revised content specified if it is not the whole unit	Title of revised	% of Revision	Need for Revision	Relevance Scope for						
							to *	for #					
							L	R	N	G	E	E	SD
1.	19PG3LII	Life Writing	Unit III - Biography	15%	Biographies of scientists included as per the suggestions of the BOS members	✓	✓	✓					
			1. Steve Jobs										
			2. Barack Obama										
			3. Stephen Hawking										
			4. Albert Einstein										
			5. Anne Frank's 'The Diary of a Young Girl' instead of Vasanthar's 'Down the Memory Lane'										
			Unit - I - Poetry										

			Banjo Paterson's "High Explosive" removed		To balance overloaded Unit III	
2. 19L6CC14	Literary Criticism	Peter Barry's 'Beginning Theory included under 'Books for Reference'	-		To provide foundational knowledge of critical theories	✓ ✓
3. 19L6ME3	Ecological Concerns in Literature	Units I & II (Poetry) are reordered into one unit - Unit-I	-	-		✓ ✓

Updation of Open Educational Resources in the list of references of each course: NIL

2. New Courses introduced:

NEW COURSES INTRODUCED

S.no	Course Code	Course Title	Relevance		Scope		Need for Introduction		
			to *	for #					
			L	R	N	G		E MP	EN TRE
1.	19UGVAL2	English for Career Enrichment	✓	✓	✓	✓	✓	✓	To improve the communication skills of learners and help them compete in the job market.
2.	21UGVAW2 (Shift II)	English for Tourism Unit III in Ecotourism to be changed	✓	✓	✓	✓	✓	✓	To enable learners create tour itinerary, travel blogs, brochures and pamphlets and equip them with

English for a specific purpose.

3. Introduction of Purely Skill-Embedded Certificate/Diploma/Advanced Diploma Value-Added Course other than the Value-Added course that is already being offered.

Srno	Course Code	Course Title	MOU with Industry/ Organization	Skills sharpened	Course Outcome
1.	21UGSECL1	Certificate course on ENGLISH FOR TET ASPIRANTS	NIL	Linguistic skills	To help TET aspirants acquire linguistic skills needed to crack the exams.

4. Approval of Ph.D Course Work syllabus:

The syllabus for course work of the Ph.D scholars was passed in the board.

1. Dr. P. Varaprasadam Christi Shanthi - Research Guide

1. Brimmey

2. J. Esther Arackia Mary

3. F. Madalen Mary

2. Dr. S. J. Kala - Research Guide

1. A. J. Bernita

2. Smirthi

The syllabus of Research Methodology for the Ph.D scholars was also approved.

4. a. Approved the syllabus for 3 units on Business Communication in the course titled, "Business Organisation and Correspondence" - 21VICCI, course offered by the department of BBA.

5. Rubrics for Internship/Project decided and passed in the BOS last year.

S.no	C1-20 marks	C2 - 20 marks	CIA Total - 40 marks	External 60 marks

- * L - Local
- * R - Regional
- * N - National
- * G - Global
- # - Employability
- # - Entrepreneurship
- # - Skill Development

Suggestions Given:

(i) 21EL2SL - Reading for Pleasure

- Dr. R. Rajesh suggested to include writing blogs and ICT enabled teaching, give some tasks.

(ii) 21EL4SL - Appreciating Literature

- Dr. G. Baskaran suggested inclusion of course outcomes
- Dr. R. Rajesh suggested addition of reference books.

(iii) 21L2SL - English for AD making

- Dr. G. Baskaran enquired about the practical components of the course.
- Ms. B. Vijayalakshmi asked about Unit IV - Language Skills

• Dr. Suresh Frederick verified about the assessment for jingles.

(iv) 21LT4SL - Literature for Motivation

• Ms. Vijayalakshmi enquired about completion of the course material. She also felt that Units IV & V could be narrowed down.

• Ms. S. Saradha Devi suggested change of title - Unit III from Fiction to Short story.

(v) 21UGEL6SL - Front Office Skills

• Ms. Vijayalakshmi suggested addition of a few more components.

• Dr. J. Baskaran suggested addition of aspects of body language.

• Dr. Suresh Frederick's suggestion was to include all the functions of language.

(vi) 21PG12LM2SL - Arithmetic and linguistic Skills

• Dr. R. Rajesh suggested inclusion of Agarwal publications in the list of text books.

• Ms. S. Saradha Devi suggested reference books

(vii) 21PG14SL - Contemporary Literature

The course was passed in the Board and the members were appreciative of the course.

Other suggestions:

1. Dr. R. Rajesh - Topics pertaining to LMS, ICT & Contextual learning may be added in all the relevant courses

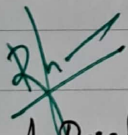
2. Dr. G. Baskaran - Appropriate course outcomes to be added for all the self-learning courses

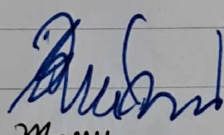
3. Ms. B. Vijayalakshmi - Relevant modifications to be made in all the courses meant for enhancing the employability skills to focus on remote working capabilities in the new normal.

COMMENDATIONS:

1. Dr. R. Rajesh -
 1. Syllabus has been framed meticulously to meet the needs of the students
 2. Syllabus meets the local and global needs.
 3. Relevant contents that enhance the research skills of the Ph.D scholars are available in the syllabus.

2. Dr. Suresh Frederick - Well planned and useful for the students.


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Mydallu

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15/04/2021