

## **Department of English**

### **Board of Studies Meeting**

**Meeting No. 2**

**Department: English**

**Day: Friday**

**Date: 25<sup>th</sup> February, 2022**

**Time: 3:00 PM to 4.45 PM**

**Mode: Online (Google Meet)**

### **Minutes**

Item 2.01: All the members of the Board of Studies were welcomed by Dr. Pramod Kharate, Head of the Department of English. The meeting had its full quorum with the following members-

Prof. Mahesh Deshmukh, Sonopant Dandekar College

Dr. Pandurang Barkale, S.N.D.T Arts & Commerce College, Mumbai

Prof. Anusha Ramanathan, TISS, Mumbai.

Dr. Baliram Gaikwad, Konkan Gyanpeeth, Uran College, Raigad

Mr. Sanjay Ramraje, MMTC Ltd. (A Govt. of India Enterprise), BKC, Mumbai

Ms. Bhawana Raj Purohit, Birla College, Kalyan.

Dr. Pramod Kharate, Joshi Bedekar College, (Autonomous), Thane

Dr. Manoj Patharkar, Joshi Bedekar College, (Autonomous), Thane

Ms. Madhavi Arekar, Joshi Bedekar College, (Autonomous), Thane

Dr. Suja Abraham, Joshi Bedekar College, (Autonomous), Thane

Mr. Praful Bhosale, Joshi Bedekar College, (Autonomous), Thane

Item 2.02: The Minutes and Action Taken Report (ATR) of the previous Meeting were read and confirmed

<b>Issue/ Recommendation</b>	<b>Action Taken</b>

Addition of Job Application in Email format in FYBA Communication Skills	Incorporated in the syllabus by giving the emphasis on it in Tutorials of Sem. II of Communication Skills.
Arranging References to FYBA English in alphabetical order.	Rectified and incorporated the References in Alphabetical order
Addition of RTI 2005 letter in the syllabus of FYBCom Business Communication -II	Incorporated in the syllabus of FYBCom Business Communication -II (Sem II)
Addition of chat-based apps other than WhatsApp and other online platforms in FYBCom Business Communication.	Incorporated in the syllabus of FYBCom Business Communication- I (Sem I)
Evaluation Pattern	As per the decision 60:40 pattern of evaluation for examination was accepted and approved
Bridge Course in Indian English and American Literature	For the academic year 2021-22, it was successfully conducted in the month of May 2021. 31 students took the benefit of this course

Item 2.03: The existing syllabus at Second Year BA and First Year MA was presented Semester wise

Following were the changes and suggestions proposed by the members after discussion:

Sr. No.	Name of the member	Suggestions
1	Dr.Anusha Ramnathan	Addition of Instant messaging apps and LinkedIn in Business Communication
2	Dr.Sanjay Ramraje	Addition of News Reader in Career Opportunities in Mass Communication
3	Dr.Anusha Ramnathan	Addition of aspects of Creative writing and SLM References (IDOL Study material) in MA Linguistic Paper

Item 2.04: Approval for the changes in the syllabus was obtained from the Board of Studies and it was decided to forward it to the Academic Council for obtaining its approval

Item 2.05 Approval for the Internal (40 Marks) and External (60 Marks) for SYBA & FYMA Evaluation pattern was accepted.

Internal evaluation consists of

Written Test	20 marks,
Project, Assignment etc	15 marks
Class Participation	05 Marks

External evaluation consists of written paper for 60 marks – 4 questions of 15 marks each from all the four modules with internal choice.

The English courses at SYBA titled (1) Indian literature in English (2) American literature (3) Introduction to Journalism (4) Business communication (5) Mass communication.

Likewise, English courses at First year MA titled (1) Literary Theory and Criticism (2) Linguistic and Stylistic Analysis of Text (3) Fiction (4) Drama was presented and approved.

Item 2.06: The Bridge Course titled “Bridge Course in Indian English and American Literature: for First Year Students admitted to second year classes was presented and approved.

Item 2.07: No other issue was discussed.

Item 2.08: Vote of Thanks was proposed by Dr.Pramod Kharate, the Head of Department of English

**Chairperson and Head of the Department: Dr. Pramod T. Kharate**

Approved by the Principal

Day and Date of Approval