



**Sri Dharmasthala Manjunatheshwara College**  
**(Autonomous), Ujire-574 240, Dakshina Kannada, Karnataka State**

*(Re-accredited by NAAC at "A" grade with CGPA 3.61 out of 4)*

# **BOS Meeting Minutes**

## **Department of English**

### **2018-19**



# Sri Dharmasthala Manjunatheshwara College

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## SDM College (Autonomous), Ujire 574240

### Department of English

### Notice

Meeting of the Board of Studies (UG English) will be held on **8<sup>th</sup> August 2018** at 10.30 a.m. in Discussion Room. All the members are requested to attend and contribute in the deliberation.

#### Agenda:

**SDMCU /UG ENG-BOS/ 2018-19/01/01:** Reading the minutes of the previous BOS meeting

**SDMCU /UG ENG-BOS/ 2018-19/01/02:** Review of the Syllabus – Incorporating Skill Components

**SDMCU /UG ENG-BOS/ 2018-19/01/03:** Review of the question paper pattern

**SDMCU /UG ENG-BOS/ 2018-19/01/04:** Review of the Results 2017-18

**SDMCU /UG ENG-BOS/ 2018-19/01/05:** Finalizing the list of Examiners

**SDMCU /UG ENG-BOS/ 2018-19/01/06:** Implementation of CBCS regarding

**SDMCU /UG ENG-BOS/ 2018-19/01/07:** Introduction of new subjects/components/units regarding

**SDMCU /UG ENG-BOS/ 2018-19/01/08:** Any other matter

Dr. Shankaranarayana K.  
Chairperson  
English BOS

#### Members:

Dr. K. Shankaranarayana M.A, M.Phil	
Mr. G.R. Bhat, M.A	
Mr. Sooryanarayana B., M.A	
Mrs.Pavithra Jain	
Ms. Rakshitha	
Ms. Shafwan V.	
Prof. Shobhana K	
Prof. Malini Hebbar	
Prof. Shakeera Jabeen	Not present
Mrs. Arathi K.	Not present
Mrs. Preetha Bhandary	

DEPARTMENT OF ENGLISH  
S.D.M. COLLEGE, UJIRE



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**SDM College (Autonomous), Ujire 574240**  
**Department of English**  
**Minutes of the English BOS Held on 8<sup>th</sup> August, 2018**

**Date: 08.08.2018**  
**Time: 10.30am**  
**Venue: IQAC Discussion Room**

**Agenda:**

- SDMCU /UG ENG-BOS/ 2018-19/01/01:** Reading the minutes of the previous BOS meeting
- SDMCU /UG ENG-BOS/ 2018-19/01/02:** Review of the Syllabus – Incorporating Skill Components
- SDMCU /UG ENG-BOS/ 2018-19/01/03:** Review of the question paper pattern
- SDMCU /UG ENG-BOS/ 2018-19/01/04:** Review of the Results 2017-18
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- SDMCU /UG ENG-BOS/ 2018-19/01/08:** Any other matter

**Members Present:**

Dr. K. Shankaranarayana M.A, M.Phil	Sd
Mr. G.R. Bhat, M.A	Sd
Mr. Sooryanarayana B., M.A	Sd
Mrs.Pavithra Jain	Sd
Ms. Rakshitha	Sd
Ms. Shafwan	Sd
Prof. Shobhana K.	Sd
Prof. Malini Hebbar	Sd
Mrs. Preeta Bhandary	Sd

Dr. Shashi Kant K

sd

Heaven

DEPART  
S.D.M., UJIRE



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## Members present:

Prof .Shakeera Jabeen	Absent
Mrs. Arathi K	Absent

## Proceedings

The BOS chairman welcomed the members present in the meeting and placed the agenda before the meeting for discussion. He also presented briefly the innovative activities of the department. He requested the members to contribute to the department by way of giving constructive suggestions while introducing the CBCS curriculum which is due for implementation during 2019-20 academic year. The deliberations of the meeting as per the agenda are stated below:

### **SDMCU /UG ENG-BOS/ 2018-19/01/01: Reading the minutes of the previous BOS meeting**

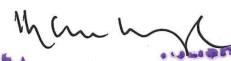
The chairman read out minutes of the previous meeting. He also presented the action taken report. As per the resolution made in the last meeting the Department should have conducted a workshop on the new textbooks during 2017-18. But due to the non-availability of the right resource persons the workshop was not conducted. The board resolved that the workshop should be conducted in the current academic year. With the resolution to conduct a workshop during the academic year the agenda was approved

### **SDMCU /UG ENG-BOS/ 2018-19/01/02: Review of the Syllabus – Incorporating Skill Components**

The August house discussed the present syllabus and listed the existing skill components.

The language syllabus has about 80 percent skill component. They are:

- Texts for critical appreciation, phonetics, discussion, conducting interviews of VIP's, telephone conversation, speeches ( condolence, welcome, vote of thanks, introduction, farewell, simulated situations and grammar for oral skills
- Creative writing, paragraphs writing, application and CV writing, report writing, précis writing, project proposal writing, review writing, notice/

  
DEPARTMENT HEAD  
S.D.M.C.U. - UG, UJIRE



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memo writing, translations, writing letters, essays, arguments for writing skills.

- Literary texts, comprehension passages, correction of errors for reading skills
- Telephonic conversations, speeches of world leaders for listening skills

Prof. Malini Hebbar appreciated the department for incorporating all skill components in the syllabus, however, she suggested that reading comprehension and logical reasoning should be integrated in the syllabus with greater weight as these skills are required in the competitive exams. Resolved to have more activities in every class with clear focus while designing syllabus for CBCS during next year.

Prof. Shobhana shared her concern for forming an academic consortium of all the Autonomous colleges under Mangalore university. The consortium of autonomous colleges shall be beneficial to all colleges in terms academic exchanges, credit transfers, setting up of question papers, valuation works, syllabus modification, availability expertise etc. It was resolved to bring it to the notice of the management and the principal to initiate this kind of collaboration.

With these two resolutions the agenda was approved.

### **SDMCU /UG ENG-BOS/ 2018-19/01/03: Review of the question paper pattern**

The question papers of all classes were reviewed and approved.

### **SDMCU /UG ENG-BOS/ 2018-19/01/04: Review of the Results 2017-18**

Mrs. Shubharani presented the results of the last two semesters for the information of all members. The members felt that the result is similar to all other autonomous colleges and unlike the affiliated colleges the valuation is strict and the moderate passing results reflect the standard maintained.

by the department/institution.

The agenda was approved

### **SDMCU /UG ENG-BOS/ 2018-19/01/05: Finalising the list of Examiners**

The list of examiners with some deletions and additions approved.

  
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## **SDMCU /UG ENG-BOS/ 2018-19/01/06: Implementation of CBCS regarding**

In view of CBCS to be implemented from the academic year 2019-20, it was resolved to adopt the new pattern and adhere to the modalities and regulations of Mangalore University in the Academic year (2019-20)

Agenda was approved

## **SDMCU /UG ENG-BOS/ 2018-19/01/07: Introduction of new subjects/ components/ units regarding**

Resolved to prepare syllabus for a few elective option courses as suggested in the new CBCS guidelines of the university.

Agenda was approved

## **SDMCU /UG ENG-BOS/ 2018-19/01/08: Any other matter**

The Chairperson requested the external members to share some of the good teaching practices with the faculty members. Prof. Malini Hebbar, Mrs. Preetha Bhandary and Prof. Shobhana N gave some useful tips about the language activities.

The meeting ended with the vote of thanks by G.R. Bhat.

  
**Dr. Shankaranarayana K.**  
Chairperson  
English BOS

**DEPARTMENT OF ENGLISH**  
**S.D.M. COLLEGE, UJIRE**

**Date: 08.08.2018**