



**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**

## **2020-21**



# Sri Dharmasthala Manjunatheshwara College

(Autonomous), Ujire-574 240, Dakshina Kannada, Karnataka State

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## DEPARTMENT OF ENGLISH-UG

### Proceedings of BoS meeting

Date: 14.08.2020  
Time: 2.30 pm  
Venue: Discussion Room (Mode: Online -Google Meet Platform)

AGENDA NO	AGENDA
Agenda 1 SDMCU /UG ENG-BOS/ 2020-21/01/01	Reading the minutes of the previous meeting and Action Taken Report
Agenda 2 SDMCU /UG ENG-BOS/ 2020-21/01/02	Review and approval of the syllabus: To highlight the topics related Gender equity, Human values, environment, Professional ethics; the local and national and Global issues; and skill component.
Agenda 3 SDMCU /UG ENG-BOS/ 2020-21/01/03	Approval for the additional elective papers
Agenda 4 SDMCU /UG ENG-BOS/ 2020-21/01/04	Approval for the value added courses
Agenda 5 SDMCU /UG ENG-BOS/ 2020-21/01/05	Review and approval of the list of Examiners
Agenda 6 SDMCU /UG ENG-BOS/ 2020-21/01/06	Any other matter





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### Members :

Sl. No	Names and address	Role
1.	Dr. K. Shankaranarayana, Head Department of English	Chairperson
2.	Dr. Rajalaksmi, Professor of English, University College Mangalore	University Nominee
3.	Dr. H.S Nagabhushan, Head, Department of English, Kamala Nehru Women's College Shivamoga	Subject Expert
4.	Dr. Chennappa, Professor, University College Shankaraghatta Shivamoga	Subject Expert
5.	Fr. Saleenthomas, Director, Edu Skills International Solutions, Belthangady	Industrial Representative
6.	Mrs. Arathi K, Lecturer Vidyanidhi PU College, Krishnanagar, SIT Extension , Tumkur	Alumnae
7.	Mr G.R Bhat, Faculty, Assistant Professor Department of English	Member
8.	Mr Sooryanarayana B, Assistant Professor , Department of English, SDMC Ujire	Member
9.	Mrs. Shubharani, Assistant Professor , Department of English, SDMC Ujire	Member
10.	Dr. Shashikanth Kurodi, Assistant Professor , Department of English, SDMC Ujire	Member
11.	Mrs. Pavithra Jain, Assistant Professor , Department of English, SDMC Ujire	Member
12.	Mrs. Rakshitha , Assistant Professor , Department of English, SDMC Ujire	Member
13.	Mr. Shafwan V , Assistant Professor , Department of English, SDMC Ujire	Member

The Chairperson welcomed the members and presented the agenda.



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## Agenda 1

### Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting held on **14.06.2019** and presented the action taken report.

The following actions were taken based on the suggestions given by the members:

**Suggestion 1:** To replace 'Prepare power point presentation' by 'prepare slides....' in the instruction in the question paper pattern

**Action Taken:** Done

**Suggestion 2:** To change the instruction- 'Write answers on the following in one or two sentences' in to 'Write answers on any four of the following in a paragraph each'

**Action Taken:** Done

The Board approved the agenda and noted the action taken

## Agenda 2

### Review and approval of the syllabus:

To highlight the topics related Gender equity, Human values, environment, Professional ethics; the local and national and Global issues; and skill component.

The draft of the syllabus developed based on the feedback collected from the stakeholders was reviewed.

The members noted all the components stated in the agenda and made the following recommendations:

1. To list out the topics related to Gender equity, Human values, Environment, Professional ethics; highlighting the Local and National and Global issues in the course; and Skill component in the syllabus.
2. To modify the title of the course 'Indian Writing in English' as 'Indian Writing in English and Translation'



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3. To change the question (unit-4) in Question paper pattern of 'Literary Criticism' in to 'Answer any two questions without leaving any text'
4. To delete the concepts in unit- 2 and add two essays (1. 'The Object of Study' by Ferdinand De Saussure 2. "An Image of Africa: Racism in Conrad's **Heart of Darkness**' by Chinua Achebe) in 'Literary Criticism' course.
5. To include two essays (1. 'Modern Fiction' by Virginia Woolf, 2. 'Why the Novel Matters?' by D.H. Lawrence) in 'Modern Fiction' course and rename the title as **Modern Fiction and Essays**.

Topics highlighting the said issues were listed and the recommendations were accepted by the members.

The Board approved the syllabus with the modifications suggested. (Annexure-1- Syllabus)

## Agenda 3

### Approval for the additional elective papers:

As per the CBCS structure the institutions are expected to broaden the elective options to students. The autonomous status of the institution has provided ample opportunities to design syllabus and offer many elective courses. The Department has developed 14 elective courses to enable expanded scope, to enable to new discipline, to provide support to the discipline of study and to nurture learners' proficiency and skill. The draft syllabus of elective courses was presented for approval.

The members reviewed the syllabus of following elective Courses:

1. Translation ( To provide an expanded scope)
2. Understanding Literary Criticism and Theory ( To provide an expanded scope)
3. Understanding Literary terms and concepts ( To provide an expanded scope)
4. Reading Fictional Writing ( To provide an expanded scope)
5. Technical Writing ( Enabling to a new discipline)
6. Reading Prose ( Enabling to a new discipline)
7. Writing Reviews ( Enabling to a new discipline)
8. Reading Poetry ( Enabling to a new discipline)
9. Creative Writing ( Supportive to the Discipline of Study)



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10. Audio Recording ( Supportive to the Discipline of Study)
11. An Intensive Course in English Grammar( Supportive to the Discipline of Study)
12. Business English ( Nurturing Students' Proficiency and Skill)
13. Profile Writing ( Nurturing Students' Proficiency and Skill)
14. Report Writing Skills ( Nurturing Students' Proficiency and Skill)

The Board approved the syllabus of all the above courses

## Agenda 4

### Approval for the value added courses

As an Institutional Policy, it was decided to offer courses on Skill enhancement and Employability. The department has designed 12 value added courses. The chairman presented the draft syllabus for approval.

The members reviewed the syllabus of all the following courses:

1. Language Skills in Communications
2. A Certificate Course in Literary Translation
3. Basic Communication Skills
4. A Basic Course in Grammar
5. Advanced Course in Communication Skills and Media Awareness
6. A Course Communication through Correspondence
7. A Basic Course in Language Games
8. A Basic Course in Phonetics
9. A Basic Course in Dictionary Use
10. A Basic Course in Films
11. A Basic Course in E Content Development
12. A Basic Course in Script Writing

The Board approved the syllabus of all the above courses.



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## Agenda 5

### Review and approval of the list of Examiners

The list of examiners was presented for approval. The list was updated based on the following suggestion by the members:

1. Deletion of Mr. Cyril Mathais (sl. No 13) and Mrs. Shobhana N (Sl. No 18) as they retired from service.
2. Addition of Mr. Vinay, Govt First Grade College Siddakatte (Sl. No 118)

Revised list was approved. (Annexure 2)

## Agenda 6

### Any other matter

The chairperson presented the innovative practices of the Department.

The members appreciated the department for its innovative activities

The meeting was concluded with the vote of thanks.



Dr. Shankaranarayana K.  
BOS Chairperson.

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S.D.M. COLLEGE, UJIRE



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# **BOS Meeting Minutes**

## **Department of**

## **English**

## **2020-21**



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DEPARTMENT OF ENGLISH- UG

Proceedings of BoS Meeting

Date: 20.11. 2021

Time: 11.00 am

Venue: Discussion Room

AGENDA NO	AGENDA
Agenda 1 SDMCU /UG ENG-BOS/ 2021-22/01/01	Reading the minutes of the previous meeting and action taken report
Agenda 2 SDMCU /UG ENG-BOS/ 2021-22/01/02	Review of results and achievements of the Department of the department
Agenda 3 SDMCU /UG ENG-BOS/ 2021-22/01/03	Implementation of NEP syllabus / question paper Pattern for the year 2021-2
Agenda 4 SDMCU /UG ENG-BOS/ 2021-22/01/04	Finalizing the list of examiners
Agenda 5 SDMCU /UG ENG-BOS/ 2021-22/01/05	Any other matter

Members Present:

Sl. No	Names and address	Designation
1.	Dr. K. Shankaranarayana, Head Department of English	Chairperson
2.	Dr. Rajalaksmi, Professor of English, University College Mangalore	University Nominee
3.	Dr. HS Nagabhushan, Head, Department of English, Kamala Nehru Women's College Shivamoga	Subject Expert



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4.	Dr. Chennappa, Professor, University SMR College Shankaraghatta Shivamoga	Subject Expert
5.	Mr G.R Bhat, Faculty, Assistant Professor Department of English	Member
6.	Mr Sooryanarayana B, Assistant Professor , Department of English, SDMC Ujire	Member
7.	Mrs. Shubharani, Assistant Professor , Department of English, SDMC Ujire	Member
8.	Mrs. Rakshitha , Assistant Professor , Department of English, SDMC Ujire	Member
9.	Mr. ShafwanV , Assistant Professor , Department of English, SDMC Ujire	Member
10.	Mrs Apoorva, Assistant Professor , Department of English, SDMC Ujire	Member
11.	Mis Kausalyadevi, Assistant Professor , Department of English, SDMC Ujire	Member
12.	Fr. SaleenThomas, Director, Edu Skills International Solutions, Belthangady	Industry Representative
13.	Mrs. Pavithra Jain, Assistant Professor , Department of English, SDMC Ujire	Member

**Members Not Present: Nil**

14.	Mrs. Arathi K, Lecturer Vidyanidhi PU College, Krishnanagar, SIT Extension ,Tumkur	Alumnae
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The Chairperson welcomed the members and presented the agenda.



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## Agenda 1

**SDMCU /UG ENG-BOS/ 2021-22/01/01:**

### Reading the minutes of the previous meeting and action taken report

The Chairperson read out the minutes of the previous meeting held on **03.05.2021** and presented the action taken report.

The following are actions taken based on the the suggestions given by the members

**Suggestion 1:** To give special attention to BA Students to improve their skills with coaching, notes, other materials required

**Action Taken:** The faculty who was engaging BA Classes was informed about it and accordingly the special coaching and extra classes were conducted. The students were given reading materials in view of preparing for exam

**Suggestion 2:** Inclusion of essays and texts of post-colonial writers in the syllabus

**Action Taken:** The faculty discussed the issue and included essays and some texts in the courses to be introduced under NEP.

**Suggestion 3:** To motivate the students to undertake SWAYAM/ MOOC/ COURSERACourses available and earn extra credits. The faculty were suggested to identify appropriate topics/courses and motivate students to register and undertake the courses

**Action Taken:** Mr. Sooryanarayana Bhat has prepared a list of suitable courses available and communicated the students to enrol for these courses.

The Board approved the minutes and noted the actions taken

## The list given in Annexure-1

## Agenda 2

**SDMCU /UG ENG-BOS/ 2021-22/01/02:**

### Review of results and achievements of the Department:

1. The result analysis was presented by Mrs. Shubharani P S

The result analysis is given in Annexure-1

2. The Best practices such as School Adoption, Literary Association activities, Wall magazine and others were shared by the faculty.



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3. Mr. G R Bhat reported the collaborative activities of the Department. The department has got 2 MoUs: One with 6 neighbouring colleges for regular joint educative programmes, Second with two PG Departments of Autonomous colleges for research and exchange programmes.

The members appreciated the efforts of the faculty for recording good results in par with the university results and also for academic programmes.

**The agenda was approved.**

## Agenda 3

**SDMCU /UG ENG-BOS/ / 2021-22/01/03**

### **Implementation of NEP syllabus / question paper Pattern for the year 2021-22:**

The draft syllabus was placed before the Board for deliberations. The members looked in to each detail and the components included in the syllabus and made the following observations:

1. The draft syllabus was the circulated syllabus prepared by the university. The structure and framework have been fully retained.
2. The 20% of the syllabus has been modified in view of the provision made for the exercise of the autonomy.
3. The draft syllabus has additional inputs like learning objectives, learning outcomes, preamble etc
4. The draft syllabus has Reflections-1 as study text in Generic English course in the place of Illuminations -1 prescribed by the University and each study component is brought under a theme and the translation course syllabus is expanded with further important topics for study

The University Nominee Prof. Rajalakshmi justified the modification as there is no deviation and additions are acceptable and justified. The department has carefully drafted outcomes and given a complete module for each course and all members lauded the efforts

However, if the institution provides provision for separate syllabus the Department can plan in the coming years for separate syllabus for all streams. The members approved this suggestion.

In view of the immediate need for a complete syllabus of the courses for 2021-22 batch the Board approved the draft syllabus.

## Agenda 4



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**SDMCU /UG ENG-BOS/ / 2021-22/01/04:**

**Finalizing the list of examiners:**

Mr. GR Bhat presented the modified list of examiners – Annexure-2

The Board approved the modified list of examiners

**Agenda 5**

**SDMCU /UG ENG-BOS/ / 2021-22/01/05:**

**Any other matter**

The board placed on record the efforts and the systematic functioning of the department, and all the innovative and collaborative activities

The meeting was concluded with the vote of thanks by Prof. GR Bhat.



  
Dr. Shankaranarayana K.  
DEPARTMENT OF ENGLISH  
S.D.M. COLLEGE, UJIRE



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