

Manipal University, Jaipur
School of Humanities and Social Sciences
Department of Languages

Minutes of BoS Meeting

February 7, 2019

A meeting of the Board of Studies of the Department of Languages was held on Thursday, 7th February 2019, at 9:30AM in the 3rd Floor Meeting Room, Faculty Block 6 (Academic Block 2).

Members Present:

1. Prof. Mridul Srivastava, Dean FoA&L (Invited Member)
2. Dr. N.D. Mathur, Director SHSS (Invited Member)
3. Prof. Richa Arora (Member)
4. Prof. Sudhi Rajiv (Member)
5. Dr. Hemant Agrawal (Member)
6. Dr. Arun Dev Pareek (Member)
7. Dr. Sony Kulshrestha (Assistant Director - Academics)
8. Prof. Joya Chakraborty, Dean, Faculty of Arts, University of Rajasthan (External Expert)
9. Ms. Parul Sharma, AVP – HDFC Bank (Industry Expert)
10. Dr. Arpit Kothari (Invited Member)

Leave of Absence:

1. Dr. H.R.Kamath, Registrar (Ex-officio Member)
2. Dr Tanuja Yadav (Member)

AGENDA:

1. Approval of revamped Course Structure and Syllabi of BA (Hons) English
2. Approval of Ten New Courses in BA (Hons) English, Six Generic Elective Courses (English Subsidiary) for BA (Hons), and One UG Open Elective Course
3. Approval of revamped English Courses offered in other departments/programmes
4. Approval for offering Elementary French as a UG Open Elective in Engineering programmes only.
5. Approval of the French Courses: **French for Beginners-I** and **French for Beginners-II** with LTPC 3104 (Syllabus already approved in the 21st Academic Council)
6. Approval of revamped German syllabi of UG Open elective, B. Arch and BBA
7. Implementation of New Course Codes in the existing courses in the Department of Languages from the Academic Session 2019-20
8. Approval of revamped German syllabus for Certificate Course in German

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MINUTES:

At the outset, Prof. Richa Arora, Officiating HoD, welcomed all the members.

1. The new course structure and syllabi of BA English (Hons) was discussed in detail. A few suggestions made by the External and the Industry Expert in the BoS were incorporated and approved by members of the BoS. **(Annexure A)**
2. The members also discussed the syllabi of Ten New Courses in BA (Hons) English, Six Generic Elective Courses (English Subsidiary) for BA (Hons) Psychology/Economics/etc, and one Open Elective Course "English for Competitive Examination" (to be offered at Undergraduate level). The external and industry experts suggested certain changes in few of the courses, which were later approved by members of the BoS. **(Annexure B)**
3. The following revamped English courses (offered in other departments) were discussed by the member of the BoS:
 - i. LN11001 Communication Skills in English - B.Tech Semester-I/II
 - ii. LN11106 Communicative English - BA (Hons), BBA, B.Com, B.Sc, BA J&MC, BPES) Semester-I
 - iii. LN11107 General English - BA LLB (Hons) Semester-I
 - iv. LN11108 Design Communication - FoD Semester-I
 - v. LN11130 Language Lab - BA (Hons) English, BA (Hons) Economics, BA (Hons) Psychology, BPES, BA J&MC Semester-I

The same were approved after incorporating minor changes, as suggested. **(Annexure C)**

4. The members of the BoS also gave approval to offer **Elementary French**, an Open Elective Course, for the Engineering students only.
5. The members also approved LTPC 3104 for two French courses **French for Beginners-I** and **French for Beginners-II**. The courses **French for Beginners-I** and **French for Beginners-II** shall run in Semester III & IV (in any programme, wherever offered). The aforementioned courses were already approved in the 21st Academic Council.
6. The revamped syllabi of the following German courses were presented by Mr. Hemant Agrawal, faculty (German). An email approval was taken from the External Expert (German)
 - i. LN12082 Elementary German – UG Open Elective (IV/VI Semester),
 - ii. LN15101 German - B. Arch. (IX Semester)
 - iii. LN13203 Fundamentals of German - BBA (VI Semester)

The members of the BoS approved the same. **(Annexure D)**

7. Adhering to the new guidelines circulated by the Directorate of Academics, all courses (English, French, and German) under the Department of Languages, have been allocated new

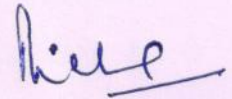
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course codes. From the Academic Session 2019-20, instead of the existing EN/FR/GR codes, a common Department Code 'LN' will come into effect. (Annexure E)

8. The members also discussed and approved the revamped syllabus of **Certificate Course in German. (Annexure F)**

Feedback given by the stake holders (students, alumni, etc.), at the time of Curriculum Conclave 2018, was also incorporated.

The meeting ended with thanks to the Chair.



(Prof. Richa Arora)
Officiating Head, Department of Languages

Department of Languages
Meeting of the Board of Studies

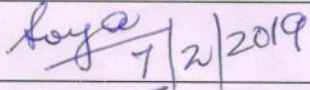

(07 February 2019)

Attendance Sheet

Internal Members

Name	Designation	Signature
Prof. Mridul Srivastava	Dean FoA&L	
Dr. N. D. Mathur	Director SHSS	 7.2.2019
Dr. Tanuja Yadav	HOD	Leave of Absence
Dr. Richa Arora	Professor (English)	
Dr. Sudhi Rajiv	Professor (English)	
Mr. Hemant Agarwal	Asso. Professor (German)	
Dr. Arun Dev Pareek	Course Coordinator	
Dr. Aspit Kothari	- do -	
Dr. Sony Kulshrestha	Directorate of Academics	
Dr. H. R. Kamath	Registrar(Ex-officio Member)	Leave of absence

External Members

Name	Designation	Signature
Prof. Joya Chakraborty	Dean, Faculty of Arts (UoR)	 7/2/2019
Ms. Parul Sharma	AVP, HDFC Bank	 7/2/19