

Minutes of the Board of Studies in Communication 2014-2015

SACRED HEART COLLEGE KOCHI

TIME : 3:00 PM

CHAIRER BY: Babu Joseph, Dr. Asha Achy Joseph, Sreeja, S, Ruceesh Kumar, Rohit Sivan, Anu Cherian, Shino Varghese, Shana Susan, Elisebeth Xavier, Krishnapriya.

Minutes of Board of Studies on 9th Oct 2014

Meeting conducted with all the faculty members of the Dept. Below are the points that were transacted during the meeting:

1. Approval of MG University syllabus for UG batch of 2014-17 (passed)
2. Approval of MG University syllabus PG batch of 2014-16 (Passed)
3. Approval of indirect grading system - All programmes will be evaluated under indirect grading system, by awarding marks to the questions in the exams (passed)
4. Approval of Internal - External Assessment Ratio: Ratio of Internal (continuous Internal Assessment - CIA) and External (End-semester exam) assessment will be 25% and 75% respectively, for all UG & PG programmes (Passed)

Observation: The faculty members were asked to identify criteria of the External and Internal assessment ratio of other major universities. A 50:50 ratio is preferred for courses related to media studies.

5. Approval of exam pattern and question paper model (passed)
6. Approval of list of examiners for UG and PG programmes - practical and theory papers to submitted to Academic Council (STHO/IV) (Passed)
7. For discussion and incorporation into the new syllabi:
 - 7.1 Internship for skill development (not less than one week) - (passed)
 - 7.2 Study tour for wider exposure and organizational and communication communitarian skills (Passed)
 - 7.3 Possibility of awarding extra credits through innovative activities - e.g. participation in talent clubs / extension and outreach. (Passed)

The department is already practicing the above mentioned points. It should be made more structured & systematic.

TIME : 11 AM

CHAIRER BY :

Signature

Name of Guest

Address

Signature

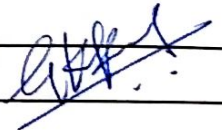
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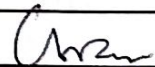
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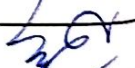
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ANIK . K . VI

SHINO VARGHESE

APARNA . S . KURUP

ENXEBETH SHINY XAVIER

Minutes of Board of Studies on 1st November, 2014

BoS Discussion with Lal Jose:

1. As a disector in the film industry he suggested the need of having the students who had real interest and the skills for developing themselves as a filmmaker.
2. It is better to have 10 skilled students who will bring publicity to the college than to have 40 students who came just for a degree or time pass.
3. Students must undergo a refined process during admission so that only the filtered quality students who came just for a degree or time pass.
4. Students should be taught to identify the characters in people they meet on a daily basis and they must study the characters in detail.
5. More study trips to be included in semester so that students are familiar with the local places and are aware of the happenings.
6. Rather than criticizing the work of other movies, students must learn to implement new thoughts and ideas so that his creativity is developed.

Discussion with CV Venkateshwaran:

1. Quality studies should be the primary importance for which the terms and conditions that the university sets should be given less importance and practical learning methods must be included in the syllabus.
2. Learning methods outside the classroom will help students to observe the techniques involved in the working environment.
3. Create an opportunity that allows the students to work on matters that is challenging.
4. University lecturers to be downloaded from the website for widening the teaching methods.
5. Communication with through net has to be popularized.

Discussion with Sreerandam Nair:

- Maintain the Quality of the students by proper interview and Admission tests.
- 1st year should be common studies for all the students and the 2nd year areas of interest must be identified and the students should be able to choose the specialization.
- Students must be given the exposure to observe and learn the activities in the media industry. Internship duration should be more than the present method.
- International collaboration should be established to have student exchange programmes and to discover new methods of learning.

Discussion with Felix Demisia:

- 1) Aptitude test, library and light box should be made compulsory.
- 2) Identify areas like game development and provide specific courses to improve skills.
- 3) Allow students to take pictures and ask them to recreate the same to a picture that was taken during historic time. Such practices can be considered as different methods of teaching.
- 4) Reading articles and books should be made compulsory.

Discussion with George K Paul:

- 1) Student selection should be based on the interview and test that is conducted. Only quality students should be given the opportunity.
- 2) Number of students in a batch should be reduced to 20 instead of 840.
- 3) More of practical work assignments should be given to develop the creativity skill.

Decisions: As each faculty member briefed the esteemed gathering regarding the changes proposed, the faculty team was given powers to go ahead with changes as presented; Bos urged the chairperson to update the developments as and when necessary. It was decided unanimously to revise existing syllabi of all MA and BA programs and present to the next Academic Council. All presentations in this light are documented and filed along with Revised system of Evaluation.

Dr. Ashu Baly Krush, Chairperson.

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BoS Chairman/Convener's meeting. January 15, 2015 Thursday.

The meeting deliberated on the various aspects of designing new syllabus, in the light of the proposals by Principal in the previous council held on Jan. 13, 2015. Principal had proposed that a) The revised UG syllabus be implemented w.e.f 2016 admissions, since it would be unwise to have some departments revise syllabus in 2015 and the rest in 2016, which would cause unwarranted confusion for holding the exams and b) the revision be confined to aspects of overall curriculum to include skill development, social service and field exposure as mandatory components along with introduction of necessary modules to be assessed only internally.

However, it was pointed out that:

- 1) The current syllabus currently in force was implemented in 2009, and hence would be 6 year old without revision.
2. The university has already initiated processes to revise the syllabus in 2015 and an autonomous college falls behind, it would not be justifiable.
3. The majority of the BoS were confident of revision and had gone ahead with the same to a great extent.

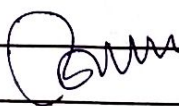
In the light of these deliberations, the following decisions were arrived at.

Decisions:

1. To have new (revised) syllabus of UG programmes implemented w.e.f 2015 admissions. The next revision would be in 2018.
2. The revised syllabus in its complete form has to reach the respective deans on or before March 15, 2015.
3. The PG programme syllabi will be revised and will be in force from 2016 admissions. The deadline for submission of the same shall be December 31, 2015.
4. Open course is retained with 3 credits and 4 hours of class room teaching per week. The respective boards are free to revise the open course content. It is advised that the courses are enriched, made more appealing, useful and relevant to the student community, while ensuring

- ~~that~~ that it is palatable to students of other disciplines
5. All the UG batches beginning with 2014-2015 shall have in their programme a mandatory club activity, social service component, study tour and (in specified disciplines) an internship.
 6. S1-S2 - club activities for overall development, worth 1 credit (equivalent to a minute of 20 hours) for the rest of the years, this may be continued.
 7. S3-S4 - Social Service activities worth 1 credit (equivalent to a minute of 20 hours or four field days) for inculcating social sensitivity and civic sense in the students. For the rest of the years, this may be continued.
 8. S4 summer vacation - internship in specified disciplines (Commerce, Computer Science, communication and English) worth 2 credits for a duration of three weeks for linking learning to the field of application. Though not mandatory, all programmes are encouraged and advised to incorporate this component with a proper assessment of feasibility.
 9. S5 or S6 A study tour for field level exposure in specific disciplines, group learning a group building, and organisational skill development. This may be a graded activity or a non graded activity. However, in either case, mandatory, with a group or individual report.
- It was decided to circulate the minutes among the participants and a printed copy be circulated by Friday, January 16th, 2015.

Note: An available BoS was convened and the above decisions were informed as SH School of Communication was in process of revision of all syllabi. The BoS then suggested a new syllabus instead of MA Multimedia in the name of MA Digital Animation be prepared and presented to Academic Council.

 Dr. Asha Dhy Jagde Chairperson.

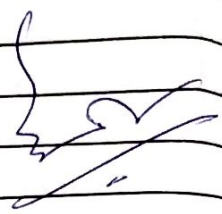
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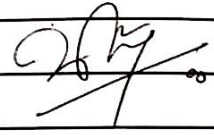
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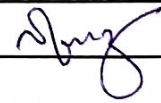
CHAIRMAN BY :

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2) R SREEKANTAN NAIR :	CHARUSREE, TRRA 78 AMBATUMUKU, PEROORKADA TVM - 5 198460 18089	
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3. THOMAS JACOB :		
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4. VIPIN VIJAY :	J-16 JYOTI NAGAR PATTON - TRIVANDRUM - 04	
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5. VIDOD SUGUMARAN :		
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