

Board of Studies Meeting Report

PG Department of English

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To reach the unreachable

Board of Studies Secretary: Ms. Jesleen Jose

Date : 02/10/2024



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**NAIPUNNYA INSTITUTE OF MANAGEMENT AND INFORMATION
TECHNOLOGY, PONGAM, KORATTY**

POST GRADUATE DEPARTMENT OF ENGLISH, 2024-25

The fourth Board of Studies meeting was held on 2nd October 2024 at 8 a.m. via Google Meet.

Members Present for the Meeting:

Ms. Teresa Parackal (Vice Principal, Academics)
Dr. Joy Joseph Puthussery (Dean of studies)
Dr. Purnima S. Kumar (HoD)
Dr. Sajo Jose (External Expert)
Mr. Philip P.J. (Internal Subject Expert)
Mr. Sebastian Poonolly (Faculty)
Ms. Annie Sebastian (Faculty)
Ms. Jesleen Jose (Board of Studies Secretary)

Agenda:

1. Add-On Courses
2. Format of question paper as per FYUGP
3. Extension activities
4. Placements
5. UG admissions
6. Other relevant matters, if any

Suggestions:

1. Dr. Sajo appreciated the efforts taken by the P.G. Department of English for providing separate add-on courses for each B.A. class and stream-wise add-on courses for C.S., Commerce, and Hotel Management departments. He mentioned that there was enough add-on courses provided by the department.
2. There was a discussion on the format of the question paper for the I semester degree batches of FYUGP, and it was informed that, as per regulation, a common pattern has been set up for the question paper.



7. Dr. Sajo mentioned that each subject teacher has the autonomy to set the question papers for internal examinations.
8. He also clarified that attendance would not be a criterion for awarding internal marks.
9. Additionally, Dr. Sajo highlighted that the syllabus is evolving and indicated the possibility of future changes to better align with academic needs.
10. A suggestion was made to enhance admissions by promoting paid advertisements on social media platforms and in newspapers.
11. He also proposed to conduct spot admissions for general category students too to promote admissions.
12. Dr. Sajo recommended to associate with the Institution's Innovation Council (IIC) to promote various start-up initiatives, patents, etc.
13. He emphasized on the relevance of fostering connections with publishing industries and media so that students who have the potential and capability can do internships.
14. Extension programs like teaching in neighboring schools by students to be conducted once a month.
15. He proposed the relevance of having academic agents promote the courses and also by making personal interventions with each candidate in order to ensure more admissions into the campus.
16. To club with other voluntary organisations so that students are given remuneration.

Decisions:

1. It was decided to continue with the existing add-on courses, as Dr. Sajo noted that the department already offers a sufficient number of them.
2. A decision was made to explore practical strategies for completing the first-semester syllabus within the stipulated timeframe.
3. Committees comprising teachers and representatives from institutions will be formed to enhance recruitment processes.
4. To improve admissions, it was agreed to promote paid advertisements through social media and newspapers.
5. Spot admissions for general category students will be conducted to boost enrollment.
6. Extension programs, such as monthly teaching sessions by students in neighboring schools, will be implemented.

7. Efforts to improve admissions will include engaging academic agents and making personalized interventions with prospective candidates.

8. Plans were made to provide students with better placement opportunities.

9. It was decided to establish connections with industries and media organizations to facilitate internships for capable students.

10. Collaborations with voluntary organizations will be pursued to offer students remunerative opportunities.

Analysis:

1. To develop effective strategies to cover the first semester portions within the stipulated time and move forward with the guidelines given by the university for internal exams and semester exams.
2. To consider admissions more seriously and to proceed with the best strategies for better admissions.
3. To provide the students with better opportunities for placement as well as internships so that they can develop to become self-sufficient and independent individuals.

Prepared by,



Jesleen Jose

Secretary

Board of Studies

Verified by,



Dr. Purnima S Kumar

HoD, PG Dept of English

Approved by,



Rev. Fr. Dr. Paulachan K J

Principal



SCREENSHOTS

