



Sant Baba Bhag Singh UNIVERSITY

Ref.No: SBBSUIE/21/429

Date: 24/06/2021

Minutes of Meeting

The meeting of Curriculum Development Committee was held on June 23, 2021, at 11:30 am in Dean Office (UIE). Agenda for the meeting was to review and analyze the proposed syllabus of M.A. English (2021-2023) in view of NEP.

The following members attended the meeting:

Dr. Aneet Kumar Dean, UIE (Chairperson) *Ar*

Dr. Mandeep Singh, Dy. Dean, UIE *Ar*

Mr. Devinder Singh, HOD, Humanities *Ar*

Dr. Dinesh Sharma, In charge, Department of English *Ar*

Ms. Vasudha Sood, Assistant Professor of English *Vasudha*

After discussion and deliberation the following recommendations were made:

1. It was discussed and decided that instead of having Inter-Disciplinary course in all four Semesters, there should be only **two** such courses, so that students are exposed more to their Core subjects.
2. It was suggested that, Project Work should be introduced in at least **two** semesters to give hands-on training to the students.
3. It was suggested that the Credits per semester should be at least 20.
4. The proposed syllabus was unanimously approved.

Action taken on the feedback *Ar* 24/06/21
of stakeholders for the revision of (Dean UIE)
curriculum (design/enrichment) of English
may kindly be discussed in the BOS meeting.
Agenda may be presented in BOS meeting on 25.06.2021.
Necessary actions may be taken and elaborated
proceedings of amendments to be recorded.
shdy
24.06.2021.



Sant Baba Bhag Singh UNIVERSITY

Ref No: SBBSUIE/21/430

Date: 24/06/2021

The Vice Chancellor
Sant Baba Bhag Singh University,
Khiala (Jalandhar)

Subject: To seek permission to conduct BoS for approval of the syllabus of M.A. English.

Respected sir,

The Department of English (UIH) wishes to conduct the BoS for approval of the reframed syllabus of M.A. English as per the new education policy. Kindly allow us to conduct the BoS on 25th June 2021.

Thanking you.

Yours sincerely

Devinder Singh
(Devinder Singh)
HOD, Humanities

Forwarded

Sum
24/01/21

— D7 DA —

As per the recommendations of CDC (Curriculum Development Committee) of the Dept./Institute, permission to conduct BoS meeting may kindly be given. Forwarded to Hon'ble VES for kind consideration and approval, please. *Didy*

24.06.2021

W
in
24/6/21



Sant Baba Bhag Singh UNIVERSITY

Ref.No: SBBSUIE/21/431

Date: 24/06/2021

The Vice Chancellor
Sant Baba Bhag Singh University,
Khiala (Jalandhar)


Subject: For the Approval of the experts for BoS of MA English
Respected Sir,

The Department of English (UIE) wishes to conduct the BoS for the syllabus of M.A. English on 25/06/2021(Friday).

Kindly approve the expert from following panel:

Sr. No.	Name	Designation	University/Institute
1. ✓	Dr. Rakesh Mohan Sharma	Principal	University College, Pathankot
2.	Dr. U.B. Gill	Head, Department of English	GNDU, Amritsar
3.	Dr. Vineet Mehta	Associate Professor	Doaba College, Jalandhar
4. ✓	Dr. B.K. Sharma	Associate Professor	PG Department of English, B.U.C, College, Batala
5. ✓	Dr. Rajesh Kumar Sharma	Department of English	S.N. College, Baanga

Thanking you,


Davinder Singh
HOD, Humanities

Forwarded,

24/6/21

- DYDA

Atleast 02 members may kindly be nominated and honorarium/TA/DA may kindly be paid as per norms of SBBSU. forwarded to Hon'ble VC sir, please. shd

Serial No. I
No. 4
No. 5
Dr. Rakesh Mohan Sharma
Dr. B.K. Sharma
Dr. Rajesh Sharma
24.06.2021
were approved
24/6/21



Sant Baba Bhag Singh UNIVERSITY

Ref.No: SBBSUIE/211927

Date: 24/06/2021

Dr. Barinder Kumar Sharma,
Associate Professor, PG English Department,
B.U.C College,
Batala

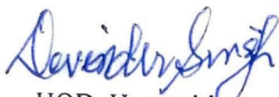
Subject: Invitation for Board of Studies Meeting in the Department of English..

Respected Sir,

This is to bring to your kind notice that the meeting of Board of Studies (BOS) of Department of English, SBBSU Khiala, Jalandhar is going to be held on 25/06/2021. You have been nominated as an expert for the BOS by the competent authority. I feel honored to invite you as an expert for the approval of Course Scheme and Syllabus of M.A. English. Your experience and expertise will be of great help to the Department and University.

You are requested to spare your valuable time to participate in the same on 25/06/2021.

Regards


HOD, Humanities,
SBBS University



Sant Baba Bhag Singh UNIVERSITY

Ref.No: SBBSUIE/21/426

Date: 24/06/2021

Dr. Rakesh Mohan Sharma,
Principal,
University College,
Pathankot

Subject: Invitation for Board of Studies Meeting in the Department of English..

Respected Sir,

This is to bring to your kind notice that the meeting of Board of Studies (BOS) of Department of English, SBBSU Khiala, Jalandhar is going to be held on 25/06/2021. You have been nominated as an expert for the BOS by the competent authority. I feel honored to invite you as an expert for the approval of Course Scheme and syllabus of M.A. English. Your experience and expertise will be of great help to the Department and University.

You are requested to spare your valuable time to participate in the same on 25/06/2021.

Regards

HOD, Humanities,
SBBS University

Ref No: SBBSU/E / 21 / 434

Ref.No: SBBSU/DA/ /

Dated: 24/06/2021

Dr. Rakesh Kumar Sharma.
Associate Professor,
S.N. College,
Banga


Subject: Invitation for Board of Studies Meeting in the Department of English.

Respected Sir,

This is to bring to your kind notice that the meeting of Board of Studies (BOS) of Department of English, SBBSU, Kibala, Jalandhar is going to be held on 25/06/2021 via online mode. You have been nominated as an expert for the BOS by the competent authority. I feel honored to invite you as an expert for the approval of Course Scheme and Syllabus of M.A. English. Your experience and expertise will be of great help to the Department and University.

You are requested to spare your valuable time to participate in the same on 25/06/2021.

Regards


HOD, Humanities,
SBBS University

SANT BABA BHAG SINGH UNIVERSITY

Department of English Meeting Circular

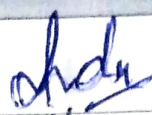

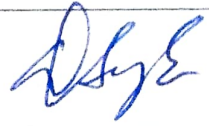



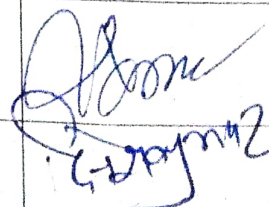
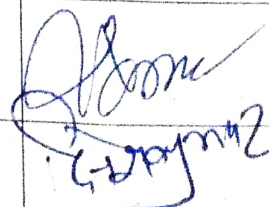
Ref.No. SBBSUIE/21/428

Dated: 24/06/2021

This is my pleasure to inform you that you have been appointed as a member of Board of Studies for M.A English, General English for UG classes, Elective English for UG classes, and Communication Skills for UG and PG classes being taught in various streams.

List of BoS members is given below:

Mode: Online

S.No	Name	Subject	Designation	Institute	Position	Signature
1.	Dr. Indu Sharma	Science	Dean Academics	SBBSU	Chairperson	
2.	Dr. Aneet Kumar	Education	Dean UIE	UIE	Member	
3.	Dr. Rakesh Mohan Sharma	English	Principal	OSD, GND University College, Pathankot	External Member	Online
4.	Dr. Barinder Sharma	English	Associate Professor	BUC College Batala	External Member	Online
5.	Dr. Rajesh Kumar Sharma	English	Associate Professor	S.N. College, Bangla	External Member	Online
6.	Mr. Devinder Singh	English	HoD & Associate Professor	UIH	Member	
7.	Dr. Mandeep Singh	Education	Dy. Dean, UIE	UIH	Member	
7.	Dr. Vijay Dhir	Engineering	Dean UIET/ His or Her representative	UIET	Member	
8.	Dr. Seema Garg	Law	Dean UICM, UIL & UICA/ His or Her representative	UIL	Member	
9.	Dr. Vikas	Botany and Agriculture	Dy. Dean UISH/ His or Her representative	UIS	Member	
10.	Dr. Dinesh Sharma	English	Assistant Professor	UIH	Member	

You are requested to join online on 25/06/2021 at 1:00 pm. The detailed agenda of the meeting will be as follows:

1. Discussion and approval of course scheme and syllabus of M.A. English, General English for UG classes, Elective English for UG classes, and Communication Skills for UG and PG classes being taught in various streams.
2. As per the requirement of NAAC, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Program Educational Outcomes (PEOs) are to be revised and updated.
3. Incorporations of feedback of stakeholders (Teachers, Students and Employees) for the revision and design of syllabus.
4. Action taken on the feedback of stakeholders for the design/revision of curriculum.

Thanking you in anticipation.



(DEVINDER SINGH)

HOD, Humanities



Sant Baba Bhag Singh University

(University Established under Punjab Act No. 6 of 2015)
Vill. Khiala, P.O. Padhiana, Dist. Jalandhar, Punjab, INDIA

External Expert Review Performa For Board of Studies

Name of External Expert : Dr. Rajesh Kumar
Discipline : English
Designation : Head, Department of English
Organization (Name & Address) : Sikih National College, Banga
Contact No. : 9888398570, 8872581310
E-Mail ID : rajeshkumsharma5@gmail.com
Date of Visit/Meeting : 25/06/2021

Reviewer's Comments :- It has been a matter of privilege for being a part of the BOS meeting for MA English. The layout of the syllabi was discussed through base. A perusal through the same gave the impression of a job well done - meticulous and comprehensive one. However, some of the papers seem to have very bulky syllabi which is required to be curtailed in the best interest of students. Inclusion of too many topics in a particular paper can be detrimental to the spirits of the students. Moreover, emphasis must be laid on in-depth analysis rather than just mere information or coverage.

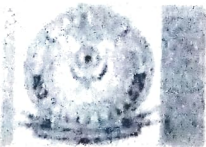
❖ Use extra sheet(s) if required.

Signature

Date: 25/06/2021

Coordinator/HOD's/Dean's

Dean Academics



Sant Baba Bhag Singh University

University Established under Punjab Act No. 5 of 1975
Vill. Khado P.O. Padhana Dist. Jalandhar Punjab INDIA

External Expert Review Performa For Board of Studies

Name of External Expert : Dr. BARINDER KUMAR
Discipline : English
Designation : Associate Professor
Organization (Name & Address) : B.W.C. College, BATALA,
Distt. Gurdaspur, Punjab 143505
Contact No. : 9988401972
E-Mail ID : barinderk@rediffmail.com
Date of Visit/Meeting : 25/06/2021

Reviewer's Comments :- All the members of the committee were present. The meeting began at the fixed time and continued till end without any interruption.

The organising host conducted the meeting in a very professional manner. He read out all the parts of the proposed syllabi which were duly discussed by the experts. The suggestions were well taken off and immediately agreed to be incorporated by the institute.

The host university expresses great appreciation for the hardwork and sincerity which got visibly reflected in the proposed syllabus and the way the meeting was conducted.

❖ Use extra sheet(s) if required

Dr. Barinder Kumar
Signature

Date 28/06/2021

Coordinator/HOD's/Dean's

Dean Academics

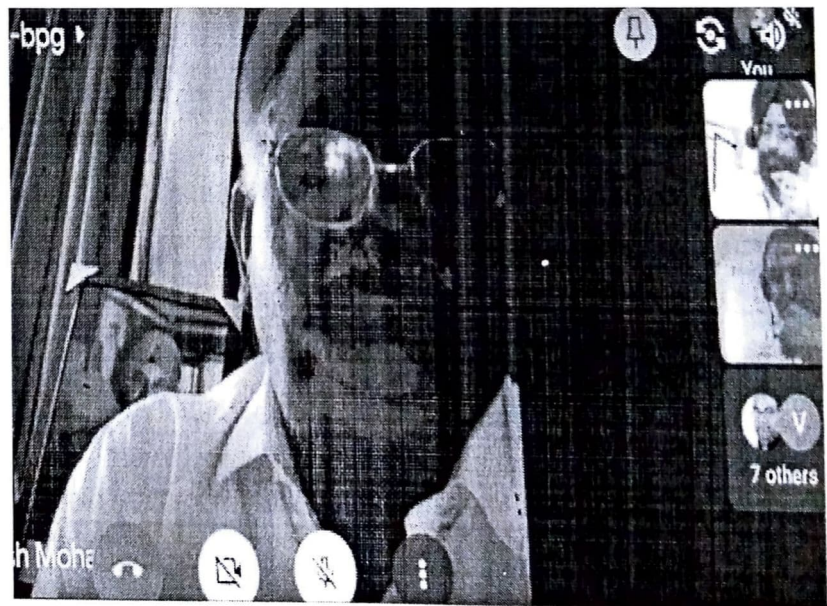
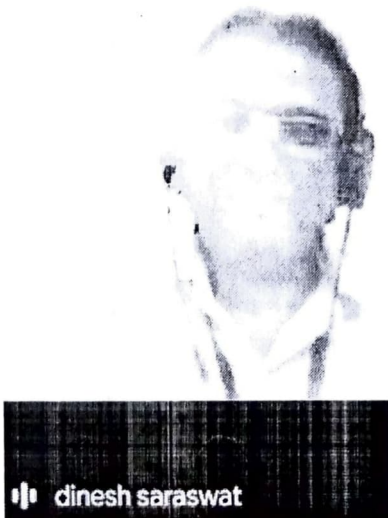


ADD OTHERS

< Share joining information

IN CALL

- meetmandeep Singh (You)
- aneet thakur
- barinder sharma
- dean ule
- Devinder Singh
- Devinder Singh
- dinesh saraswat
- Dr. Rajesh kumar sharma
- Dr. Rakesh Mohan



Devinder Singh

SANT BABA BHAG SINGH UNIVERSITY

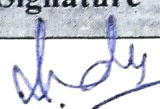
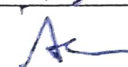
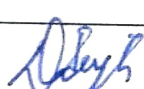




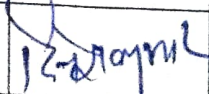
University Institute of Humanities

Ref. No: SBBSU /21/430

Dated: 25 June 2021

Subject: Proceedings of the meeting of Board of Studies (BoS) of Department of English.

The meeting of members of BoS was held on 25th June 2021, 1.00 pm , in Conference room through blended (Online/Offline) mode. Dr.Rakesh Mohan Sharma, Dr.Barinder Sharma and Dr.Rajesh Kumar Sharma were the external experts present through online mode. The following members were present and approved the points discussed below.

S.No	Name	Subject	Designation	Institute	Position	Signature
1.	Dr. Indu Sharma	Science	Dean Academics	SBBSU	Chairperson	
2.	Dr. Aneet Kumar	Education	Dean UIE	UIE	Member	
3.	Dr.Rakesh Mohan Sharma	English	Principal	GNDU College, Pathankot	External Member	Online
4.	Dr.Barinder Sharma	English	Associate Professor	BUC College Batala	External Member	Online
5.	Dr.Rajesh Kumar Sharma	English	Associate Professor	S.N. College, Bangla	External Member	Online
6.	Mr. Devinder Singh	English	HoD & Associate Professor	UIH	Member	
7.	Dr. Mandeep Singh	Education	Dy. Dean, UIE	UIH	Member	
7.	Dr. Vijay Dhir	Engineering	Dean UIET/ His or Her representative	UIET	Member	
8.	Dr. Seema Garg	Law	Dean UICM,UIL & UICA/ His or Her representative	UIL	Member	
9.	Dr. Vikas	Botany and Agriculture	Dy. Dean UISH/ His or Her representative	UIS	Member	
10.	Dr. Dinesh Sharma	English	Assistant Professor	UIH	Member	

The following Agenda Items were discussed and approved in this BoS meeting:

1. Approval for the proposed course curriculum/syllabi of M.A. English, General English for UG classes, Elective English for UG classes, and Communication Skills for UG and PG classes being taught in various streams.

2. Approval of course scheme and syllabus M.A. English having Program Code PG007 for the admission 2021 onwards.
3. Approval of course scheme and syllabus B.A. (General English, Elective English and Communication Skills) having Program Code UG011 for the admission 2021 onwards.
4. The curriculum was revised and redesigned on the basis of recent developments and feedback received from the stakeholders with major focus on employability, entrepreneurship and skill development. The feedback received from all the stakeholders in terms of its relevance and appropriateness in catering to the needs of the society, economy and environment was analyzed and key pertinent points which could enhance the learning effectiveness of each program was identified. Accordingly the scheme and syllabus of the M.A English was revised and put up to the board of studies and consequently, stands approved by it.
5. As per the requirement of NAAC, the Program Outcomes (POs), Program Specific Outcomes (PSOs) and Programme Educational Outcomes (PEOs) have been revised and updated.
6. Incorporations of feedback of stakeholders (Teachers, Students and Employees) for the revision and design of syllabus.
7. Incorporation of the amendments suggested by the experts regarding scheme and syllabus.

Details of Proceedings of BoS Meeting

S.No.	Programme Name/ Programme Code	Course Code	Course Name	Remarks by Experts	Action Taken
1.	B.A.	ENG101, ENG 102, ENG 201, ENG 202, ENG 301, ENG 302 ENG109, ENG112, ENG203, ENG 204, ENG 303, ENG 304 ENG114, ENG 116, ENG 121, ENG 123, ENG507	General English-I, II, III, IV, V, VI	No changes were suggested in the syllabi of General English, Elective English and Communication-Skills (UG & PG)	NA
2.	M.A.	ENG606	Literary Theory-II	This paper seems to have very bulky	As per the suggestion, the content of this paper was reduced by removing two

				syllabus, which is required to be curtailed in the best interest of the students.	critics. Althusser and Lacan.
3.	M.A	ENG601	Literary Theory-I	The paper seems to have very bulky syllabus which is required to be curtailed in the best interest of the students.	Two critics were removed. Horace and Levi Strauss.
4.	M.A	ENG611	American Poetry	The paper seems to have very bulky syllabus which is required to be curtailed in the best interest of the students.	The numbers of poems in this paper were reduced.
5.	M.A			NA	<p>In keeping with the latest University norms, in the scheme for M.A. English, instead of having three core courses and one DSE paper of 5 credits each, it was proposed to have:</p> <ul style="list-style-type: none"> a) two compulsory/core papers of 4 credits each b) one compulsory core paper of 5 credits c) one DSE, from a pool of four options, of 4 credits d) one ALCC paper of 3 credits <p>The total credit points in each semester would be 20.</p>

6.	M.A	ENG507 SSC002 BOT621 LAW004	1. Advanced Communication Skills 2. Human Value Education 3. Natural Hazards and Disaster Management 4. Human Rights	NA	In keeping with the latest University norms, a paper of Inter-Disciplinary course has been introduced in each semester, having 3 credits each. They are as follows: Semester-I: ENG507 Semester-II: SSC002 Semester-III: BOT621 Semester-IV: LAW004
----	-----	--------------------------------------	---	----	---

The external experts also recorded their appreciation for the professional manner in which the meeting was conducted. They praised the host University hard work and sincerity that was visibly reflected in the proposed syllabus. They got the impression of a job well done-meticulous and a comprehensive one.

Syllabus of the courses is based on learning outcomes and is well framed.

Other Suggestions of External Experts (Not covered above):

S. No.	Name of Expert	Designation/Address	Expert's suggestions	Action Taken
	NA			

Meeting ended with the vote of thanks by Dean, Academics.


In-Charge/Coordinator/Head of the Department


Dean of Institute



Sant Baba Bhag Singh UNIVERSITY

Village: Khiala: PO: Padhiana, Distt: Jalandhar 144030
Website: www.sbbuniversity.ac.in Phone: 0181-2711163 Fax: 0181-2711555

Name of the Department: UIH

ACTION TAKEN REPORT ON FEEDBACK ANALYSIS OF STAKEHOLDERS (Academic Year ...2020-2021....)

The University takes feedback on curriculum aspects and courses from different stakeholders such as students, Teacher, alumni and employers. After the feedback analysis and valuable suggestions given by the respective stakeholders were considered and necessary actions were executed as given in the below table.

Student Feedback	Action taken	Teacher Feedback	Action Taken	Alumni Feedback	Action Taken
Point 1: Curriculum and the syllabus of the courses that you have studied in relation to the competencies expected.	As per CBCS, the syllabus and curriculum has been revised in a few courses and BOS for B.A, M.A. (English), M.A.(History) has been conducted in the session 2021 keeping in mind the competencies expected. Along with this new courses have been introduced, namely, Geography, and elective courses of Economics, Home Science and Sociology in B.A.	Point 1: Curriculum and syllabus is designed according to the need based.	The Faculty Members are fully satisfied with this course contents.	Point 1: The syllabus of the courses that have studied in relation to the competencies expected out of the course.	Keeping in mind this issue a few changes have been made in the current session. We hope that this will meet the expectations of the students.
Point 2: The course in terms of critical thinking imparted through it?	The session 2020-21 was unfortunately disrupted by COVID-19, which forced us to conduct classes in the online mode. Teaching through the virtual mode has various handicaps, the point in question being one of them. In the current session the classes will be held offline so this issue will be taken care off.	Point 2: Course Contents are well designed.	The contents of the syllabus are well designed and stand good in comparison to the courses offered by other universities in the region.	Point 2: The relevance of the course content as per the need of programme.	The faculty is of the view that our course content is quite comprehensive and enough to meet the needs of the present day.
Point 3: The teaching pedagogies adopted by the course instructors.	In spite of the disruptions caused by Covid-19 our faculty members rose to the occasion and provided online content to their students, got assignments done and successfully conducted exams.	Point 3: The teaching pedagogies adopted by the course instructors.	The teachers made their best efforts to adapt to the virtual mode of teaching.	NA	NA



Sant Baba Bhag Singh UNIVERSITY

Village: Khiala: PO: Padhiana, Distt: Jalandhar 144030
Website: www.sbbsuniversity.ac.in Phone: 0181-2711163 Fax: 0181-2711555

Point 4: The library and ICT related facilities.	The requisition list of new books has been sent to the central library and the requirements of new computers have been sent to the appropriate authorities.	NA	NA	NA	NA
--	---	----	----	----	----

Name & Signature of COD/HOD/Dean of Institute