SACRED HEART COLLEGE(AUTONOMUS), CHALAKUDY

Minutes of the Management Studies Board of Study Meeting held on 10 -07-2024

The meeting started at 3.30 PM on 10-07-2024 in the college guest room.

Agenda:

1. Review and approval of the UG and PG syllabi and curriculum.
2. Mode of conduct of practical examinations of FYUGP
3. Discussion of outcome-based education and Course Outcome (CO) Programme Outcome (PO)mapping which is being carried out in the College.
4. Any other relevant academic matters.

Attendees:

1. Adv.Najeeb P.S (Head of the Department)
2. Dr.Ajims.P.Mohammed(Subject expert outside parent University)
3. Dr.Sopna.V.Mohammed (Subject expert outside parent University)
4. Ms.Jismi Jose(Industry Expert)
5. Ms.Angel Rose(Alumni representative)
6. Ms.Ria Thomas (Staff member)
7. Ms. Ditty Johnson (Staff member)

The Head of the Department introduced and welcomed all members to the first Board of Study (BoS) meeting. After detailed discussions on the items of the circulated agenda, the BoS decided to:

1. Approve the FYUGP Syllabus Of BBA Course as prescribed by Calicut University under AICTE.

2. Entrust the Department Council to approve and document the open-ended module of the course prepared by the course tutor before the commencement of each semester. An academic audit may be conducted to ensure the effective implementation of the open-ended module as suggested by Dr.Ajims.P.Mohammed.

3. Make students aware of internships in the first year itself and motivate them to undertake internships during the vacation after the 2nd and 4th semesters. Any

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institution, industry, or local body can be chosen for a 60-hour internship, and an MoU can be signed for the same.

4.To carry on the classes for students the same way as before by inculcating importance to English Language as suggested by the Industrial expert Ms.Jismi Jose.

5.To give a practical experience for students by incorporating various activities like Simulation and Role Play as recommended by Dr.Sopna.V.Muhammed.

Ms.Ria Thomas proposed the vote of thanks, and the meeting was adjourned at 4.30 pm.

Adv.Najeeb P.S (Head of the Department) sd/-
Dr.Ajims.P.Mohammed(Subject expert outside parent University) sd/-
Dr.Sopna.V.Muhammed (Subject expert outside parent University)sd/-
Ms.Jismi Jose(Industry Expert)sd/-
Ms.Angel Rose(Alumni representative)
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