

MINUTES OF THE ORDINARY MEETING OF THE 6TH BOARD OF STUDIES (ENGLISH) HELD ON 12TH OCTOBER, 2010 AT 12:00 NOON IN THE COMMITTEE ROOM, ADMINISTRATIVE BUILDING, MANUU, HYD.

Board of Studies, English met on 12th October 2010 to discuss the agendas of the Department of English MANUU, and the English Section of the Directorate of Distance Education. Following members were present:

Prof. Amina Kishore (HoD, DoE, MANUU)	–	Chairman
Prof. Siddiq Ali (Retd. Director, OUCIP, OU)	–	External member
Dr. Gulfishan Habeeb (Associate Prof. English, DDE)	–	Member
Dr. Syed Mohammed Haseebuddin Quadri (Associate Prof. DoE)	–	Member
Mr. S. Omprakash (Assistant Professor, DoE)	–	Member
Mr. Govindiah Godavarthi (Assistant Professor, DoE)	-	Invited Member

Ms. Atiya Naheed

–

Invited Member

(Assistant Professor, DDE)

Dr. Farhat Ullah Khan External Member and **Dr. Shugufta Shaheen** Special Invitee could not attend the meeting.

The Chairman welcomed the members and presented the Action Taken Report over the minutes of the last held meeting of the BoS.

Action Taken Report:

- Proficiency Course in English (PCE) proposed by the Department of English as a credit course had been taken up in the last Academic Council meeting held on 5th August, 2010. No decision was taken on the matter and the Vice Chancellor had authorized the Dean to look into the matter. HoD subsequently wrote to the Dean to have the issue discussed at the level of the HoDs of various Departments. The Board of Studies could take up the matter again and propose the item of making the PCE a credit based compulsory course for all PG regular students.
- The matter of Guidelines for M. Phil./ PhD had been discussed in the last BoS. The Chairman BoS informed the members that a Committee had finalized the draft of the Guidelines in the light of the UGC Regulations 2009-10. The same would become operative after being approved by the Academic Council.
- The BoS (4th) had suggested expansion of the panel of Paper Setters/ Examiners, and experts/ Evaluators for MA, MPhil. and PhD. The same has now been done and would be taken up as a fresh agenda item.
- Report of the National Conference held on 23rd & 24th March, 2010 is tabled. (Annexure ‘A’)
- The Proposal of holding Entrance Test for Admissions into MA English, passed in the last BoS would be taken up in the next meeting of the Academic Council.

After the Action Taken Report (ATR) was presented, the members approved and confirmed the minutes; after which the agenda of the 5th meeting of the BoS was taken up:

Item No. – 01

Sub: Proficiency course in English as a Credit Based Course for all Departments

where Urdu is the Medium – Regarding

The Board has discussed and resolved the matter of introducing Proficiency Course in English as compulsory Course. It was decided that PCE should be offered as an Add-on Course. The Course would carry 100 marks. It would be run as a one-Semester Course for all PG regular Students including MA English Students. The Evaluation pattern would be similar to other regular courses. (End-Semester Exam - 70 + Internal Assessment - 30). Students would be expected to clear both the components of the Exam. However the marks obtained in this course would not be counted in the aggregate and therefore would not affect the total % and the division. All members were of the opinion that this would be a positive feature and would help the students in their career prospects and in their endeavors to pursue. (Course Design of PCE Enclosed. (Annexure I)

Item No. – 02

Sub: Departmental Profile (Calendar, Rules & Regulations, Syllabus and Style Book –

Regarding.

The Calendar and Profile of the Department of English are under preparation.

Item No. – 03

Sub: Supplementary Exams for Semester Courses – Regarding.

The Board has resolved that a Supplementary examination should be held within a month of the declaration of results of the IV Semester (i.e. Course final exam). This would facilitate the clearance of backlog, improvement of percentage and division without much loss of time. Specific rules can be framed through Academic Council regarding the maximum number of papers that each candidate may be allowed to appear in etc.

Item No. – 04

Sub: Double Evaluation / Revaluation – Regarding.

The Board has resolved that the practice of double evaluation should be started in order to ensure fair evaluation. The Department would take up the issue of Re-evaluation at the meeting of the next Academic Council. Not only are the students keen to be given this facility but it is also seen as a method to preempt carelessness or prejudice during evaluation process

Item No. – 05

Sub: Lists of Paper Setters, Examiners / Evaluators for MPhil& PhD, Journals (Refereed), Special Lectures – Regarding.

The Board has identified the names of Examiners / Paper Setters lists are enclosed:

1. List of examiners / Paper setters has been prepared and tabled (Annexure- II)
2. List of evaluators for M. Phil. / PhD is tabled (Annexure -III)
3. List of refereed / recognized journals is tabled. (Annexure -IV)

Item No. – 06

Sub: Report of Admissions: M.A./ MPhil/ PhD – 2010 and allocation of Guides –

Regarding.

The Board has examined and approved the admission lists of MA, MPhil & PhD (Regular & Part Time) (Lists Enclosed. Annexure V)

The Chairman BoS informed the members that, classes for all courses (for new as well as continuing batches) were in progress. She further said that the regular PhD scholars were being engaged in Classroom Teaching assignments, tutorials etc. This is as per the UGC Regulations 2009-10.

The allocation of Guides to MPhil/ PhD scholars admitted in 2010 was done by the BoS. (List enclosed. Annexure VI). It was agreed that the scholars would be given 60 days' time to finalize their Synopsis in consultation with their respective Guides.

Item No. – 07

Sub: Report of Award of Degrees of MPhil– 2009 – 2010 – Regarding

The Chairman informed the Board about the sizeable number of MPhil students who had successfully completed their course work and dissertation, and also received their final results. (Lists enclosed. Annexure VII)

Item No. – 08

Sub: Cancellation of Admissions – Regarding.

The Board has examined the list of students of MPhil who were not able to complete their Part II (Dissertation) even after the expiry of extension time. The list put up is considered for recommendation of cancellation of Admission. (List enclosed – Annexure VIII)

One PhD research scholar registered in 2009 (Ms. Rahmath Jahan) was reported as a non-performer and her response to the PhD program is unsatisfactory. She has not yet submitted her Synopsis and has not been attending the Department. The Supervisor Dr .Shugufta Shaheen has expressed dissatisfaction with the scholar's progress. The HoD had written a note to the scholar warning her about the possible cancellation of admission, apart from giving personal advice and counsel. This has apparently been a futile exercise.

The DoE had proposed the name removal of **Ms. Rahmath Jahan**. The BoS in its wisdom has suggested that one more letter of notice regarding cancellation should be sent to the scholar to give her fair chance of mending her wayward approach. In case of non-response to the same by the scholar, the name may be sent to the Dean through DRC for cancellation of admission of Rahmath Jahan.

Item No. – 09

Sub: Educational Tour - Regarding.

The Board has recommended to form a Departmental Committee for Educational tour and to follow the rules and regulations of the University.

Item No. – 10

Sub: Vision Paper (for XII plan) to be submitted by January, 2011.

The Vision Paper for XII plan is under preparation and it is hoped that by March, 2011 it will positively be ready.

Any other Item:

The Department of English has proposed to convert MAJELL into a Subscription Journal. The University has agreed to this proposal in principle. Members of the BoS complimented the DoE for the publication of a quality journal with unfailing regularity. The BoS suggested that notification regarding

the Journal should be sent to the Departments of English and Libraries all over the country and also abroad to invite subscriptions. (Subscription Tariff details enclosed. Annexure- IX)

BoS discussed the research activities in the Department extensively. It was seen as a healthy sign that the students were responding to the Department's suggestions regarding new areas of research. The Department of English is continually evolving innovative thrust areas of research. DoE will take up the course work program for PhD scholars (as suggested by UGC Regulations 2009) as soon as the same is adopted by the Academic Council of MANUU. It was decided that the scholars of previous batches whose PhD work is in progress would also be advised to take up course work (Pre-PhD Course).

After the completion of deliberations of the Agenda Items of the Department of English, the Agenda of DDE English was taken up.

The meeting came to an end with a note of thanks to the esteemed external member.

