

مولانا آزاد نیشنل اردو یونیورسٹی
MAULANA AZAD NATIONAL URDU UNIVERSITY
 (A Central University established by an Act of Parliament in 1998)
DEPARTMENT OF MASS COMMUNICATION & JOURNALISM



Date: 13.02.2009

MINUTES OF THE BOARD OF STUDIES (BOS) MEETING OF THE MCJ DEPARTMENT
HELD ON 13TH February, 2009, AT 11.00 A.M IN MCJ DEPARTMENT, MANUU

The following members of BOS attended the meeting and discussed the following agenda.

S.No	Name	Signature
1.	Mr. Ehtesham Ahmad Khan, HoD, Dept. of MCJ, MANUU (Chairman)	Ehtesham 13/2/09
2.	Prof. S. Iqbal Hasnain, Chairman, CEC, New Delhi & Ex. Vice Chancellor (Member)	S. Iqbal Hasnain 13-2-09
3.	Prof. Iftekhar Ahmad, Director, MCRC, JMI, New Delhi. (Member)	Iftekhar
4.	Mr. V. Rama Rao, Director, IMC, MANUU (Member)	V. Rama Rao
5.	Mr. Ravi Shankar, Chief Sound Engineer, Symphony, RFC, Hyderabad (Special Invitee)	Ravi Shankar
6.	Mr. Atul Sinha, Lecturer, MCRC, JMI, New Delhi. (Special Invitee)	Atul Sinha
7.	Mr. Mohd. Shakeel Ahmad, Engineer, IMC, MANUU. (Special Invitee)	Shakeel
8.	Mr. Mohd. Gulam Ahmad, Graphic Artist, IMC, MANUU (Special Invitee)	Gulam Ahmad
9.	Mr. Deepak Giri, Graphic Animator(Picaso School of Animation, Hyderabad) (Special Invitee)	Deepak Giri
10.	Mr. Mohd. Mustafa Ali, Reader, Dept. of MCJ, MANUU, (Special Invitee)	Mustafa Ali
11.	Mr. Mohd. Fariyad, Lecturer, Dept. of MCJ, MANUU, (Special Invitee)	Mohd. Fariyad
12.	Mr. Shahnaz Bashir, Lecturer, Dept. of MCJ, MANUU, (Special Invitee)	Shahnaz Bashir
13.	Mr. Syed Husain Abbas Rizvi, Lecturer, Dept. of MCJ, MANUU (Special Invitee)	ABSENT

1. To provide the details of the progress made till date.
2. To prepare the guidelines and design the syllabus (Theory and Practical Internal/ External Assesment of PG Diploma in Graphic Animation and PG Diploma in Non-linear Editing.

- Eligibility, Intake, Title of the Course, Duration of the Course, Fee, Selection process, Marks, Technical equipment and infrastructural requirements, recommended readings.
3. To prepare the guidelines and design the syllabus of BA MCJ.
 - Eligibility, Intake, Title of the Course, Duration of the Course, Fee, Selection process, Marks, Technical equipment and infrastructural requirements, recommended readings.
 4. To decide about the qualifications, experience and technical expertise for the eligibility for the appointment of lecturers to teach in PG Diploma in Graphic Animation and Non-linear Editing.
 5. Educational tour for the students of BA MCJ and PG Diploma in Graphics & Animation and PD Diploma in Non-linear Editing.
 6. Ratification of the resolutions of the meeting of the Standing Committee of the Academic Council to teach the revised syllabus of the Paper 'Communication Technology' to the students of the 2007-09 Batch in the IVth Semester.
 7. To constitute a Media Advisory Committee for School of MCJ.
 8. To add a new paper titled "**English for Journalism**" (**Non-Credit**) compulsory paper in the first semester to be introduced from the Academic Year 2009-10.
 9. Any other item with permission of the chair.

The decisions regarding the agenda are attached here within the minutes.

The following are the resolutions of the BOS meeting held on 13/02/2009 at the Deptt. of MCJ, MANUU:

1. As per the agenda the chairman apprised the members about the progress made till date to the satisfaction of the members.
2. The Board examined the syllabus prepared for the new courses namely PG Diploma in Graphics & Animation and PG Diploma in Non-Linear Editing. Some changes were suggested in the proposed Syllabi of the diploma courses and recommended in principle. The BOS approved the Intake Capacity, Titles of the Courses, Fee, Selection process, mentioned at Annexure 1&2 required for the admission in the PG Diploma Courses. A list of technical equipment required for the practical exercises in the Courses categorized in the Equipment list as A, B & C categories were recommended along with a list of important readings. The same equipment may be utilized for the MA MCJ students too. The BOS also suggested that a classroom having a plasma Screen and Donkey chairs, Sony 5.1 DVD Player, Printers with light boxes, a full size mirror and drawing boards be set up for conducting the Animation module. For the infrastructural requirements the Board suggested to establish an A/C Animation Lab and Editing Lab with the equipment.
3. The Board examined the syllabus for the new Degree programme BMCMM (Bachelor's in Mass Communication & Multimedia). After a discussion it suggested some minor changes in the overall Syllabus and recommended in principle. The BOS also set up the Eligibility, Intake Capacity, Titles of the Degree, Fee, mentioned at the Annexure 3 required for the admission in the Degree programme.

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4. The BOS also recommended for recruitment of the lecturers for the Courses exempting the NET and PhD according to the AICTE guidelines. The Board recommended that the basic qualification of the lecturer should be Master's Degree in the relevant subject with 55% marks or MA in any discipline and a diploma in the concerned subject of at least of one year duration from a recognized institution & a minimum of two years teaching or professional experience in the concerned field. The specialization required for the lecturers would be as follows:

A. Graphics & Animation (G&A):

1. Lecturer G&A (3D Animation)
2. Lecturer G&A (Visual Effects and Compositing)
3. Lecturer G&A (Art-Design Foundation)

B. Non-Linear Editing:

1. Lecturer (Non-Linear Editing)
2. Lecturer (Editing Special Effects)
3. Lecturer (Sound Editing)

5. The BOS recommended for the educational tour of the students of BMCMM every year. Students may visit important film festivals and the other places relevant to their field of study.

6. The BOS ratified the resolutions of the Standing Committee of the Academic Council to teach the revised syllabus of the paper "Communication Technology" to the students of the 2007-2009Batch in the IV Semester.

7. The Board advised the Deptt. of MCJ, MANUU to prepare a vision paper figuring the development activities to be undertaken by the Deptt. of MCJ during the next ten years and present the same in the next BOS meeting for discussion.

8. The Board approved the inclusion of the new paper titled "English for Journalism" (Non-Credit) compulsory in the first semesters of the to-be-introduced in BMCMM and the currently running MA MCJ from the Academic year 2009-10. This paper will be taught by the Department of English, MANUU. The paper has been recommended to make the students from Urdu or any other background familiar with the English Language in the field of media. ✓

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