

New Horizon College of Engineering
(Autonomous college, affiliated to VTU)

Department of Basic Sciences and Humanities

BOARD OF STUDIES – I MEETING

Humanities and Social Science (HS) Board

A. Y 2015-16.

DATE: July 21, 2015

VENUE: Conference Hall, Chatrapathi Shivaji Block, NHCE

TIME: 11 am onwards



NEW HORIZON COLLEGE OF ENGINEERING

DEPARTMENT OF BASIC SCIENCES AND HUMANITIES

BOARD OF STUDIES-Humanities and Basic Sciences (HS) – I MEETING

AGENDA

- Agenda 1: Introduction to I Year scheme of BE (common to all branches)

- Agenda 2: Discussion on syllabus for

Physics Cycle:

- Business Communication (15HB16)
- Constitution of India and Professional Ethics (15HC17)

Chemistry Cycle:

- Personality Development and Soft Skills (15HP16)
 - Essential English (15HE17)
- Syllabus finalization

DATE: July 21, 2015

VENUE: Conference Hall, Chatrapathi Shivaji Block, NHCE

TIME: 11 am onwards

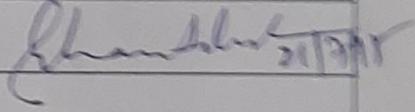
CONTENTS

Sl. No	PARTICULARS	Page Nos
1	Members of the Board of Studies	4
2	Welcome Address by Chairman of BOS and Introduction of members	6
3	Agenda I: Introduction to I Year scheme of BE (common to all branches)	6
4	Agenda II: Discussion on syllabus for Physics Cycle: <ul style="list-style-type: none">• Business Communication (15HB16)• Constitution of India and Professional Ethics (15HC17) Chemistry Cycle: <ul style="list-style-type: none">• Personality Development and Soft Skills (15HP16)• Essential English (15HE17)	6 & 7
5	Agenda: III Syllabus finalization and Approval	8
6	Agenda IV: Discussion on CIE & SEE	8
7	Recommendations of the Board	9 & 10
7	Vote of thanks by Chairman of BOS	10

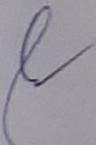
MEMBERS OF THE BOARD OF STUDIES
Structure of Board of Studies - Humanities and Social Sciences (HS) 2015-2016

Sl No.	Category	Nomination of the Committee	Name of the Person
1	Head of the Dept.	Chairperson	Dr.PratimaKhandelwal, Professor and COE
2	Faculty Members (Experts) at different level veering different specializations	1	Dr. Lakshminarayana, Director T & P, NHEI PD&SS
		2	MrsRasajna S V, AP (2), BSH {English & BC}
		3	MrsPranjaliGadwe, AP (1), BSH {CIP}
3	Subjects Experts from outside the College nominated by Academic Council	1	MrsPremilaSwamy HOD, Humanities Dept Professor- Business Communication/English MSRIT (Autonomous), Bangalore
		2	Mrs. Indira Ramaswamy Professor in English Dept of Professional Studies Christ University Bangalore
		3	MrsChitra B.T. Assistant Professor, Dept. of Industrial Engineering & Management, R.V. College of Engineering (Autonomous), Bangalore
5	Expert from outside college, nominated by Vice-Chancellor	Member	VTU Nominee
6	Representative from Industry/corporate sector/ allied area relating to placement nominated by AC	Member	Mr SudipMajumdar, Consulting Trainer, Bangalore
7	Meritorious alumnus nominated by Principal	Member	Ms Malavikha A (2010-2014 Batch)
8	Co-opted member		Dr Sheelan Mishra, Prof and Head, MBA, NHCE

MEMBERS PRESENT

SL.NO	NAME	DESIGNATION AND AFFILIATION	SIGNATURE
01	CHITRA - B.T	Asst. Professor - R.V. college of Engg.	B.T. 
02	Dr. Lakshminarayana	Director - TQP	
03	Dr. Shweta Misra	H.O.D - MBA, NHCE	
04	S.V. RASAJNA	APC2) - NHCE, BSH	S.V. Rasajna
05	Prenila Swamy - D	Asst. Professor head NHCE	Prenila Swamy - D 
6	Pranali Gadwe	AP(1)	PK.
07	Dr. Pratiksha Chaudhari	Chairman - B.S H.O.D - BSH, NHCE	

III



WELCOME ADDRESS BY THE CHAIRMAN OF THE BOS AND INTRODUCTION OF MEMBERS

Minutes:

Chairperson of the Board, Dr. Pratima Khandelwal, Professor, HOD& COE heartily welcomed all the members of HS-BOS. She introduced Director- Training & Placements-Dr. Lakshminarayana and Professor & HOD-Dept. of Management Studies-Dr. Sheelan Mishra to the Board members, followed by the introduction of the external subject experts, Mrs. Premila Swamy, HoD-Dept. of Humanities, MSRIT and Mrs. Chitra B.T, Asst. Professor, RVCE. The dynamics of the department of Basic Sciences and Humanities was presented through a power-point presentation, wherein, the Vision, Mission and Goal statements of the department were presented. She then focused on the objectives of the courses of HS Board. The structure of department of BSH with special focus on the Board of Humanities and Social Sciences was presented. The agenda for the HS-BOS meeting was then introduced and then the open forum for individual subject deliberations was initiated.

**NEW HORIZON COLLEGE OF ENGINEERING
DEPARTMENT OF BASIC SCIENCES AND HUMANITIES
I BOARD OF STUDIES MEETING (HS)
AGENDA -1**

TITLE OF AGENDA: Introduction to I Year scheme of BE – HS Courses (common to all branches)

Minutes:

Welcome and Introduction session of members was followed by introducing the Scheme of I & II semesters under Physics and Chemistry cycles. The schemes of both cycles in I/II sem (2015-16) were projected on screen by Chairman BOS.

She highlighted the credits involved and the mandatory courses, while highlighting the newly introduced courses under HS Board: 'Business Communication', 'Personality Development and Soft Skills' and 'Essential English' along with existing Constitution of India and Professional Ethics.

**NEW HORIZON COLLEGE OF ENGINEERING
DEPARTMENT OF BSH
I BOARD OF STUDIES MEETING (HS)
AGENDA -2**

TITLE OF AGENDA: Discussion on syllabus

Minutes:

Business Communication (15HB16):

All the Five modules for the Business Communication Syllabus were presented to the external subject expert for discussion and recommendations. Each module was presented individually for elaborative discussion pertaining to the course objectives and also course outcomes. The modules were assessed and discussed with a student-cent PremilaSwamy and also by the internal subject expert, Mrs.S.V.Rasajna. The modules were further discussed form the time-bound classroom delivery perspective.

Constitution of India and Professional Ethics (15HC17) :

Mrs. Chitra B. T, (external subject expert), initiated the discussion by stressing on the allotment of credits for the course. It was strongly recommended by quoting other Autonomous Colleges- MSRIT, BMSCE, RVCE, SIT, Tumkur which have 'Constitution of India' as a two-credit course from the initial stages of the course launch.

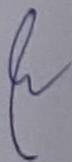
Course objectives and contents were highly appreciated. Further it was discussed to add some more relevant topics such as RTI, CSR, NHRC which could be introduced for the benefit of the technical students. This was agreed by both the external and the internal subject experts, Mrs.Chitra and Mrs.Pranjali. Module 5 which is all about Engineering Ethics was specifically appreciated. Discussion on assessment methods was based on the comparative analysis of the methods of assessments used by other Autonomous institutions.

Essential English (15HE17)

The complete syllabus of five modules of Essential English was presented to the subject expert, for her valid inputs. The BOS member, Mrs. Premila appreciated the syllabus as all the important grammar components relevant and useful to the students were included. She suggested very few changes in modules-2, 4 & 5. She further suggested the exclusion of kinds and Transformation of Sentences from module 2 and instead suggested the inclusion of vocabulary building. Similarly, she suggested the inclusion of Homophones, Collocations, and Creative Writing in 4 and 5 modules. These changes were agreed with mutual consent for the benefit of the students. Examination pattern and scheme of evaluation as presented received concurrence.

Personality Development and Soft Skills (15HP16):

Dr Lakshminarayana, Director T&P presented the syllabus that has been drafted based on the needs of contemporary corporate sector. Dr Sheelan Mishra, Prof & HOD MBA was appreciative of the same, Dr Pratima Khandelwal, Prof & HOD BSH and Chairman- BOS seconded the same opinion.



NEW HORIZON COLLEGE OF ENGINEERING
DEPARTMENT OF BSH
1st BOARD OF STUDIES MEETING
AGENDA -3 & 4

Agenda 3: TITLE OF AGENDA: Syllabus finalization and Approval
Agenda: 4 Discussions on CIE & SEE

Minutes:

Business Communication (15HB16) :

Mrs.Premila Swamy (External Subject Expert) and Mrs.S.V.Rasajna (Internal Subject Expert) mutually agreed on the finalization of syllabus for approval considering the incorporation of the valid changes as suggested and put forward.

Constitution of India and Professional Ethics (15HC17) :

The subject experts, Mrs. Chitra B. T. (External) and Mrs. Pranjali (Internal) finalized the syllabus for approval after the incorporation of minor changes as suggested.

Essential English (15HE17):

Mrs.Premila Swamy and Mrs.S.V.Rasajna had given their consent for the syllabus finalization for further approval owing to the changes and recommendations that need to be brought as mutually agreed.

Personality Development and Soft Skills (15HP16):

The presented syllabus was approved in total consonance of all members.



RECOMMENDATIONS OF THE BOARD

Business Communication(15HB16) :

Module:

- Modules 2 and 3 were to be merged and Module 5 to be made Module 3 and Module 4 can be on Reading and its sub topics
- Report Writing, GDs and Interviews are to be excluded from the syllabus. Case Studies, Reading Articles and Documentaries can be included for activity-based learning
- Sub-topics wherever relevant should be mentioned in a detail

Text Books / Reference Books:

- It was also agreed that only reference books can be mentioned for Business Communication Syllabus

Assessment:

- The Question Paper pattern for CIE and SIE can be of a, b or a,b,c format per question
- A model question paper has to be framed basing on the syllabus and as per the scheme of evaluation for better implementation of the course

Constitution of India and Professional Ethics(15HP17) :

- It was strongly recommended by external subject expert to allot minimum 2 credits for Constitution of India and Professional Ethics
- Incorporation of RTI Act in Module 1, NHRC in Module 4 and CSR in Module 5 was suggested. It was proposed that "Powers and functions of municipalities, panchayat and co-operative societies" may be excluded from syllabus
- It was rightly mentioned to include J. N. Pandey: "Constitutional law of India" latest edition as Text book
- Proposal was made to set question paper with combination of both objective and descriptive questions for CIE and SEE

Essential English (15HE17):

The BOS Member strongly recommended that Essential English should be allotted at least one-credit to drive the seriousness of learning among the students.

Modules:

- The BOS Member suggested very minor changes in in modules-2, 4, & 5
- kinds and Transformation of Sentences from module 2 can be excluded and instead ion of vocabulary building can be included
- It was put forth that Homophones, Collocations can be included in module-4 , and Creative Writing can be included in module-5

Text Books / Reference Books:

- It was highly suggested that Grammar Builder Levels 1 to 5 published by the Cambridge University Press can be considered as the main textbook
- It was mentioned that Wren & Martin may be excluded from the reference section

Assessment:

- The SEE can be conducted for 50 Marks and later it can be scaled down to 25

Personality Development and Soft Skills (15HP16):

The CIE & SEE pattern for the subject was discussed, and it was suggestive that the course carries more of practical importance. So the evaluation shall be imperative through performance and change measurement indices. After hour long deliberations, it was concluded that the course shall be judged via practical mode of examination for its SEE component and system based tests, assignments (online/on paper) shall constitute CIE.

VOTE OF THANKS BY THE CHAIRMAN-BOS

The Chairperson-BOS, Dr. Pratima Khandelwal proposed the Vote of Thanks. She individually thanked the BOS Members for their committed participation in the discussions and for their valid inputs to the courses. The Chairperson involved herself in the discussions and interacted in-depth with the subject experts. She then thanked Dr. Lakshminarayana and Dr. Sheelan for their valuable involvement in the syllabus discussions. The internal subject experts, Mrs.S.V.Rasajna and Mrs. Pranjali Gadwe also thanked everyone for their valuable contributions that lead to the success of the maiden BOS meeting of the HS Board.

