

NEW HORIZON COLLEGE OF ENGINEERING

Autonomous College Affiliated to VTU & Accredited by NAAC with 'A' Grade

Department of Basic Sciences & Humanities

HSS - BOARD OF STUDIES MEETING

A.Y 2017-18

DATE: Tuesday, June 20, 2017

VENUE: Conference room - COE office

TIME :10.00 am onwards



NEW HORIZON COLLEGE OF ENGINEERING

Autonomous College Affiliated to VTU & Accredited by NAAC with 'A' Grade

DEPARTMENT OF BASIC SCIENCES AND HUMANITIES

HSS - BOARD OF STUDIES MEETING

- **Welcome and Introduction of all Members of the Board by Chairman, BOS- HSS Board.**

- **Agenda 1:** Discussion on syllabus for

I/II SEMESTER -BE

1. Environmental Science and Awareness (17HSS161/261)
2. Essential English (17HSS171/271)
3. Professional Communication (Business Communication)(17HSS162/262)
4. Constitution of India and Professional Ethics (17HSS172/272)

III/IV SEMESTER -BE

5. Economics for Engineers (17HSS321/421)
6. Life skills for Engineers (17HSS322/422)

MCA/MBA

7. Life skills for Managers (I&II)
8. Life skills for Professionals (I&II)

- **Agenda 2:** Discussion on Scheme and Syllabus including COs, POs, CIE, SEE , Text & Reference books.
- **Agenda 3:** Finalization of syllabus along with incorporations of Recommendations and Suggestions
- **Agenda 4:** Summarizing the Minutes of Meeting

CONTENTS

Sl. No	PARTICULARS	Page Nos
1	Members of the Board of Studies	
2	Welcome address by Chairman of BOS and Introduction of members	
3	<ul style="list-style-type: none"> • Discussion on syllabus for <p>I/II SEMESTER -BE</p> <ol style="list-style-type: none"> 1. Environmental Science and Awareness (17HSS161/261) 2. Essential English (17HSS171/271) 3. Professional Communication (Business Communication) (17HSS162/262) 4. Constitution of India and Professional Ethics (17HSS172/272) <p>III/IV SEMESTER -BE</p> <ol style="list-style-type: none"> 5.Economics for Engineers (17HSS321/421) 6.Life skills for Engineers (17HSS322/422) <p>MCA/MBA</p> <ol style="list-style-type: none"> 7. Life skills for Managers(I&II) 8. Life skills for Professionals (I&II) <ul style="list-style-type: none"> • {Including discussion on Course outcomes, Scheme, Text and Reference books} 	
4	Recommendations of the Board	
5	Syllabus finalization and Approval	
6	Vote of thanks by Chairman of BOS	

Structure of Board of Studies – Humanities and Social Sciences (HS) 2016-2017

Sl No.	Category	Nomination of the Committee	Name of the Person
1	HoD- Humanities	Chairperson	Dr.V.S. Anusuya Devi, Associate Professor, BSH, NHCE.
2	Internal Members (Experts) at different level veering different specializations	1	Dr.Lakshmi Narayana.G, Director Training and Placement, NHCE(Life skills)
		2	Dr. Sowmya Narayanan, HOD Centre for Life skills and Lifelong Learning, NHCE(Life skills)
		3	Dr .Swetha Singhal. Asst. Professor, Dept. of MBA, NHCE (Economics)
		4	Dr.Mahesh, Asst. Prof, Civil Engg Dept, NHCE (EVA)
		5	Mrs. Sailaja.T, Asst. Prof, Centre for Life skills and Lifelong Learning, NHCE (English)
		6.	Mrs.Vijaya .A, Asst. Prof, BSH, NHCE (CIP)
3	Subject Experts from outside the College nominated by Academic Council	1	Mrs Premila Swamy HOD, Humanities Dept Professor- Business Communication/English MSRIT, Bangalore
		2	Dr. Anuradha, Professor and HoD- MBA, Cambridge Institute of Technology, Bangalore.
		3	Dr. Minu Zachariah Asso.Professor, Dept of MBA, BMSCE, Bangalore.
5	Expert from outside college, nominated by Vice-Chancellor	Member	Dr. Muralidhara, Jain University, Bangalore.
7	Meritorious alumnus nominated by Principal	Member	Ms.Mridula Madhugir (2010-14)
8	Co-opted members		Mrs.Suneetha .S, Sr.Life skills trainer. Centre for Life skills and Lifelong Learning, NHCE.
			Ms.Ridima Roy Burman, Life skills trainer. Centre for Life skills and Lifelong Learning, NHCE.

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

Minutes:

Chairperson of the Board, Dr. V.S.Anusuya Devi, Asso. Prof, HoD-Chemistry & Humanities welcomed all the members of HSS-BOS. She introduced External subject experts Dr.Anuradha, HOD – MBA, Cambridge Institute of technology and Mrs. Premila Swamy, HoD-Dept. of Humanities, MSRIT, Dr. Minu Zachariah Asso.Professor, Dept of MBA, BMSCE followed by the introduction of internal board members Dr.Sowmya Narayan, HoD- Life skills, Dr .Swetha Singhal, Asst. Professor, Dept. of MBA, NHCE Dr.Mahesh, Asst. Prof, Civil Engg Dept and other internal board members. The agenda for the HSS-BOS meeting was then introduced and then the open forum for individual subject deliberations was initiated.

AGENDA

- Discussion on syllabus for

Minutes:

Welcome and Introduction session of members was followed by discussion on syllabus for following courses.

I/II SEMESTER -BE

5. Environmental Science and Awareness (17HSS161/261)
6. Essential English (17HSS171/271)
7. Professional Communication (Business Communication)
(17HSS162/262)
8. Constitution of India and Professional Ethics (17HSS172/272)

III/IV SEMESTER –BE

- 5.Economics for Engineers (17HSS321/421)
- 6.Life skills for Engineers (17HSS322/422)

MCA/MBA

7. Life skills for Professionals.
8. Life skills for Professionals.

MEMBERS PRESENT

SL. NO	NAME	DESIGNATION AND AFFILIATION	SIGNATURES
1	Dr. Anvaya Devi, V.S.	HOD-Chemistry & Humanities, Assoc Professor.	
2	DR. N. MAHESHA	Assistant Professor DEPT. of Civil Engineering, NACE	N. Mahesha
3	Dr. Sowmya Narayan	Prof & HOD Centre for Life Skills & Leadership	
4	Dr. Minus Zachariah	Assistant Prof. (Sr. Grade) BMS College of Engineering	
5	Sneeltha V	Sr. Soft Skills Trainer	
6	Ridhima Roy Berman	Assistant Prof. Life Skills trainer	
7	T. Sailaja	Sr. Asst Prof	T. S. - by.
8	Dr. A. ANURADHA	Prof & Head, Dept., of MBA, Cambridge Inst.	 20/6/17
9	Dr. Swati Singhal	AP(2), MBA dept	 20/6/17
10	Premila Anand	Head, HSS dept, MSRIT,	 20/6/17.
11	VIJAYA A	Assistant Prof BASIC SCIENCE Dept	 20/06/17

RECOMMENDATIONS OF THE BOARD -HSS

EVA.(17.HSS.161/261) Syllabus discussed and following recommendations were drafted.

- > To reframe the COs in such a way that maximum number of COs shall be mapped with maximum number of modules.
- > To shift "Global Environmental issues" topic from Module 5 to module 3.
- > To shift Module 4 to module 3 and Vice Versa for continuity in the syllabus.
- > CIE Evaluation for 25 marks shall be done through CIE Test for 20 marks and assignment for 5 marks.

[Signature]
20/6/17

N. Mallesha
20/06/17

Premaladramy
20/6/17

[Signature]
20/6/17

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20/6/17
(Dr. MINU ZACHARIAH)

Essential English... Syllabus discussed and following recommendations were drafted.

1. Have course objectives and map outcomes to it,
2. Mention target audience.
3. Restrict course outcomes to two.
4. POS is not required.

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20/6/12

Professional Commu: Syllabus discussed and following recommendations were drafted.

1. Include body language across different cultures in Module 2.
Delete Artifacts and Tactics.
2. Increase no. of hours to 5 for Module 2
3. Reduce no. of hours to 2 for Module 3.
4. Include ^{Reference} textbook - Technical communication Principles & Practice by Menasik & Sangeeta Sharma, Oxford University Press - 2007.

A Practical English Grammar - A.J Thomson & A.V Martinet, Oxford University Press - 1987.

Premilabonyo
27/6/17

T. Suly

P.
20/6/17

Shim
20/6/17

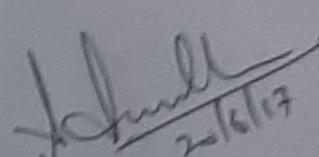
Sanyu
20/6/17

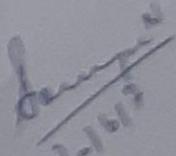
ASMI
20/6/17

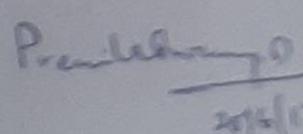
RECOMMENDATIONS OF THE BOARD -HSS

17.HSS.13/2017.....Syllabus discussed and following recommendations were drafted.
CONSTITUTION OF INDIA AND PROFESSIONAL ETHICS.

- i) Course outcome need to be modified as follows-
 - 1 Understand the Constitution of India and Engineering Ethics
 - 2 Able to solve the legal problems and professional ethics front.
- ii) Name of each module should be specified
- iii) To introduce citizenship and Amendments.
- iv) To include an assignment for 5 marks and reduce the CIE test marks for 20.


 (Dr. A. Anuradha) 20/6/17


 (Dr. MINU ZACHARIAH) 20/6/17


 Praveen 20/6/17

17.HSS.22/V2).....Syllabus discussed and following recommendations were drafted.
Economics for Engineers.

- Title should include term 'Accounting'
- Concept of 1st module PPC should be in Module 2.
- Interest concept should come in Module IV
- 1st module ^{Include} Macro portion & Micro concepts
 - 1) Economic indicators - GDP, Method of calculation NI, Business cycle, Inflation, foreign exchange market & Determination of FE Rate.
- Module IV Profit Planning can be eliminated.
- Include Reference book by 'Diwedi'.
- Gap analysis between theory & practice should be focus on SSR. through incorporating module 5 in that

A Anuradha
20/6/17

(Dr. A. ANURADHA)

B Anusya
20/6/17

(Dr. Anusya)

Dr. Swati
20/6/17

(Dr. Swati)

Dr. Soumya
20/6/17

(Dr. Soumya)

Minu
20/6/17

(Dr. MINU ZACHARIAH)

Sunbistha V
20/6/17

(SUNBISTHA.V)

RECOMMENDATIONS OF THE BOARD -HSS

Life skills for Engineers (17 HSS 322/422) Syllabus discussed and following recommendations were drafted.

Credit Council recommended.

CO3 - Title :- Understand themselves better and learn to Manage themselves and to work with people.

Contents of the Module:-

Module 1 :- Sub topics to be Included - Self Motivation, Development of Health, Self Esteem, Leadership.

Module 2 :- Add Sub topics under work code:- Corporate Code of conduct.

Module 3:- Title (Inter Personal Skills) - Self Awareness & Self Management - Under knowing you self - include sub topics - understanding Personality, Personality, values and Attitudes.

Include the term 'Interpersonal Skills' for sub topics starting 'knowing others' (delete knowing Personal Attitude.) Include Team Building

Conts --- (1/15)

(Dr. MINU ZACHARIAH) 20/6/17

Sanjay 20/6/17

SUNETHA.V. 20/6/17

Pranitha 20/6/17

Life Skills for Higher Sec. (17-227/422)

Syllabus discussed and following recommendations were drafted.

Modelling:

Assessment Pattern:-

① Rubrics can be developed for different class assignments to bring in resilience.

SEB:- Group Diagram / Presentation

(2/2)

Minu
20/6/17

(Dr. MINU ZACHARIAH)

Sunitha
20/6/17

Shruti
20/6/17

Sunitha
20/6/17

(SUNITHA.V)

Life skills for Managers - Syllabus discussed and following recommendations were drafted.

1. Eliminate CO1 ~~and~~
2. CO5 - Identify & Apply communication abilities to face corporate challenges.
(Reframed)
3. CO2 - Equip students with professional communication competencies
(Reframed)
4. Module 5 - Include presentation skills.

Premilabwanj D
29/6/17

T. Sushy - P
20/6/17

Sanyu
20/6/17

Arsh
20/6/17

Life Skills of Group II Syllabus discussed and following recommendations were drafted.

3 credit course recommended.

CO1 - Title ~~to~~ Understand & Manage Self to align with their lives better

CO2 - Set their Personal & Professional goals by themselves

CO3 - Develop ^{Pos} Attitude alignment for their Professional Personal life

CO5 Remove Self Management

CO6 Articulate effectively their Ideas, thoughts & Concepts.

Contents of Modules:-

Module 1 :- Self Awareness & Self Management.

know of you own self (Self analysis)

Self Management :- Include Time Management & Stress Management.

Include the term 'Intra Personal Skills' for sub topics related 'know of others' (delete know of Personal Attitude). Include Team Building.

shim
20/6/17

(Dr. MINU ZACHARIAH)

Soumya
20/6/12

(Dr Soumya Narayanan)

S.B.
20/6/17

Life Skills for Management - Syllabus discussed and following recommendations were drafted.

Module 2:- Develop of Right Personal and Professional Attitude.

Module 3:- Under Career Plan and Development
~~to~~ Include Network and Membership

Module 4:- Remove Personal Management and call it Interpersonal skills.

Include Negotiation & Conflict Management as sub topics.

Remove Stress Management, Personal Management and Interpersonal Relationship.

Mini
20/6/17

(Dr. MINU ZACHARIAH)

Surya

COY - Management

20/6/17

Principles of Management
20/6/17

RECOMMENDATIONS OF THE BOARD -HSS

Life skills for Professional-Is Syllabus discussed and following recommendations were drafted.

1. Eliminate CO4
2. CO5 - Identify & Apply communication abilities to face corporate challenges.
(Reframed)
3. CO2 - Equip students with professional communication competencies
(Reframed)
4. Module 5 - Include presentation skills.

Premiladwaning
20/6/17

T. S. S. S. - P.
20/6/17

Senner
20/6/17

Chetani
20/6/17

RECOMMENDATIONS OF THE BOARD -HSS

Life Skills for Professionals Syllabus discussed and following recommendations were drafted.

- 3 Credit Course Recommended.
- CO1 - Title - Understand & Manage Self to align with their lives better.
- CO2 - Set their Personal & Professional goals by themselves
- CO3 - Develop Right Attitude for their Professional life.
- CO5 - Remove Self Management.
- CO6 - Articulate effectively their Ideas, thoughts & concepts.

Contents of Modules:

Module 1 :- Self Awareness + Self Management
knowing your ownself (Self Analysis)

Self Management :- Include Time Management + Stress Management.

Include the term 'Early Personal Skills' for sub topics starting 'knowing others'

Sanyal
20/6/2017

shrin
20/6/17
(Dr. MINU ZACHARIAH)

SA
20/6/17

(Conti...)
Page 6 of 9
1/2
Premiladwan...
20/6/17

Skills for Professionals II

Syllabus discussed and following recommendations were drafted.

Delete know of Personal Attitude. Include
Team Building, Leadership & Group
Decision Making.

Module 2:- Develop of Right Personal and
Professional Attitude.

Module 3:- Under Career Planning and
Development. Include Networking and
Mentoring.

Module 4:- Remove Personal Management
and call it Interpersonal Skills.
Include Negotiation & Conflict Management
as sub topics.

Remove Stress Management, Personal Management
and Inter Personal Relationship.

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27/2/2017

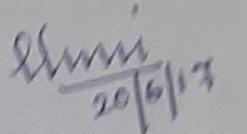
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(Dr. MINU ZACHARIAH)

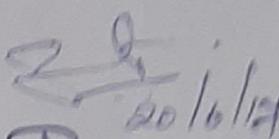
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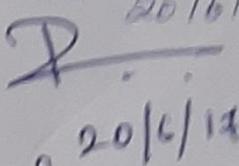
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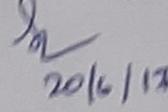
1. Chairman BOS - Dr. V.S. Annamalai Devi 

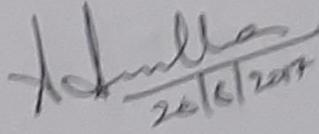
2. Dr. Jumps Narayanan 
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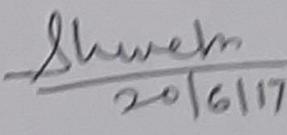
3. Dr. Minu Zachariah 
20/6/17

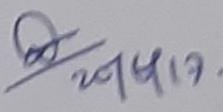
4. SONESTAHA V 
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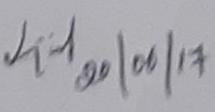
5. Ridhima Roy Buman 
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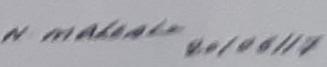
6. T. Sailaja 
20/6/17

7. Dr. A. ANURADHA 
20/6/17

8. Dr. Sweta Singhal 
20/6/17

9. Premila Swamy. D 
20/6/17

10. VIJAYA A 
20/6/17

11. Dr. N. MAHESHA 
N. Mahesh 20/6/17

VOTE OF THANKS BY THE CHAIRMAN-BOS

The Chairperson-BOS, Dr. Anusuya Devi 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 course. She then thanked Dr. Sowmya Narayan, , Dr. Swetha Singhal and other members of the board for their valuable involvement in the syllabus discussions.