



MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

MADANAPALLE – 517 325

UGC-AUTONOMOUS

DEPARTMENT OF ENGLISH & FOREIGN LANGUAGES

Minutes of the Board of Studies Meeting held on 30.6.2018

Agenda:

To design the syllabuses and to prescribe the text books for the First, Second and Third year, MCA, M. Tech and Audit Courses.

Members Present

1. Dr. Rosalia H Bonjour
Professor & Head
Department of English & Foreign Languages
Chairperson – BoS English
2. Dr. G. Hampamma
Professor & Vice Principal
MITS
3. Dr. V.B.Chitra (External Subject Expert)
Professor & Head 9441215579
Department of English
JNTUA, Anantapur
4. Dr. Rama Devi (External Subject Expert)
Professor, EFL 040-27689580
Hyderabad 9346633587
5. Dr. Anita Manuel (External Subject Expert)
Dean, Student affairs & Professor of English
KCG College, Chennai
6. Ms. Uma Raman (External Subject Expert)
Global Trainer (University of Cambridge)
Senior Consultant, HCL
7. Dr. Anbumani Moses (Associate Professor)
8. Dr. Akhil Kumar Jha (Sr. Asst. Prof)
9. Dr. Rasheeda Begum (Asst. Prof)
10. Dr. Shanmugapriya (Asst. Prof)
11. Dr. Lakshmi Devi (Asst. Prof)
12. Dr. Suraj Nandkumar (Asst. Prof)
13. Ms. Ashwini TD (Asst. Prof)

R Bonjour

G Hampamma

V B Chitra

were not present.

Anbumani Moses

Akhil Kumar Jha

Rasheeda Begum

Shanmugapriya

Madanapalle Institute of Technology & Science, Madanapalle

Minutes of the BoS Meeting held on 30 June 2018

At the outset the Chairperson Dr. Rosalia H Bonjour welcomed all the members and they were introduced to each other, Later the items on the agenda were taken for the discussion.

Item no. 1. The course syllabus of “English for Professional Purposes” for I B.Tech. was discussed in detail. It was resolved to accept it with the following modifications:

- Specifying activities for practice sessions
- Including Listening Activities in practice sessions
- Increasing the teaching hours from 45 to 60 minimum

Item no. 2. The course syllabus of “Speaking through Listening Laboratory” for II B.Tech. I Semester was discussed in detail. It was resolved to accept it.

Item no. 3. The course syllabus of “Proficiency through Reading and Writing” for II B.Tech. II Semester was discussed in detail. It was resolved to accept it.

Item no. 4. The course syllabus of “Communication Skills Lab” for III B.Tech. was discussed in detail. It was resolved to accept it.

Item no. 5. The course syllabus of “Creative Writing” was discussed in detail. It was resolved to accept it with the following modifications:

- Including latest books in suggested reading

Item no. 6. The course syllabus of “Effective Public Speaking” was discussed in detail. It was resolved to accept it.

Item no. 7. The course syllabus of “English Literature” was discussed in detail. It was resolved to accept it.

Item no. 8. The course syllabus of “English for Communication” for I MCA was discussed in detail. It was resolved to accept it with the following modifications:

- Interchanging the contents in second and third unit; and also fourth and fifth unit.
- Including Writing reports, Abstract writing and synopsis writing

Item no. 9. The course syllabus of “English for Communication Practical” for I MCA was discussed in detail. It was resolved to accept it with the following modifications:

- Increasing the credit from 1.5 to 2.(This would be done in consultation with the MCA department)

Item no. 10. The course syllabus of “Advanced Communication Skills” for II MCA was discussed in detail. It was resolved to accept it.

Item no. 11. The course syllabus of “Personality Development and Soft Skills” for MCA was discussed in detail. It was resolved to accept it with the following modifications:

- Including Interview Skills

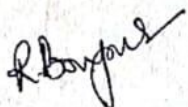
Item no. 12. The course syllabus of “Personality Development through Life Enlightenment Skills” for M.Tech. was discussed in detail. It was resolved to accept it with the following modifications:

- Replacing the existing content with the general content

Item no. 13. The course syllabus of “English for Research Paper Writing” for M.Tech. was discussed in detail. It was resolved to accept it with the following modifications:

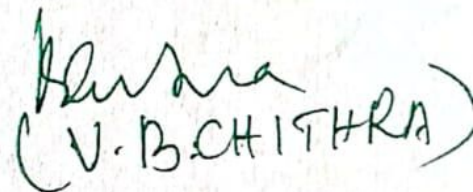
- Changing the wording of the content

The meeting concluded with vote of thanks.



Dr. Rosalia H Bonjour

Chairperson



(V. B. CHITHRA)



MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(UGC – Autonomous)

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DEPARTMENT OF ENGLISH & FOREIGN LANGUAGES



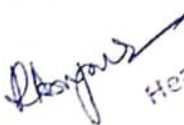
3 May 2018

Members of the Board of Studies for the Academic Year 2018-19

S No.	Name of the Member	Composition as per the UGC-Autonomous Guidelines	Designation and Address
1.	Dr. Rosalia H Bonjour	Head of the Department Concerned (Chairperson)	Professor & HOD, Department of English & Foreign Languages, MITS
2.	Dr. G. Hampamma	Subject Expert-English Language Studies	Professor & Vice Principal, MITS
3.	Dr. V. B. Chitra	Expert in subject nominated by Academic Council	Professor & Head, Department of English JNTUA, Anantapur
4.	Dr. Rama Devi	Expert in subject nominated by Academic Council	Professor EFLU, Hyderabad
5.	Dr. Anita Manuel	Expert in subject nominated by Academic Council	Dean Student Affairs and Professor of English, KCG College, Chennai
6.	Ms Uma Raman	Representative from industry/corporate sector/allied area relating to placement	Global Trainer (University of Cambridge), Senior Consultant, HCL
7.	Dr. Anbumani Moses	Subject Expert-English Language Studies	Associate Professor Department of English & Foreign Languages, MITS
8.	Dr. Akhil Kumar Jha	Subject Expert-English Language Teaching	Sr. Asst. Professor, Department of English & Foreign Languages, MITS
9.	Dr. Rasheeda Begum	Subject Expert-English Language Studies	Asst. Professor, Department of English & Foreign Languages, MITS

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10.	Dr. Shanmuga Priya	Subject Expert-English Language Studies	Asst. Professor, Department of English & Foreign Languages, MITS
11.	Dr. Lakshmi Devi	Subject Expert-English Language Studies	Asst. Professor, Department of English & Foreign Languages, MITS
12.	Dr. Suraj Nand Kumar	Subject Expert-English Language Teaching	Asst. Professor, Department of English & Foreign Languages, MITS
13.	Ms. Ashwini TD	Subject Expert-English Language Studies	Asst. Professor, Department of English & Foreign Languages, MITS


Head of the Department
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Dr. Rosalia H. Bonjour
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Dr. C. Yuvraj
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