Resolution:

It is unanimously resolved that the extension to the current syllabi of Communication Skills in English (FYBA), English I (FYBA) and Business Communication (FYBCOM) for the academic year 2022-23 was given.

Proposed by: Dr. Laxman B. Patil Seconded by: Dr. Shivaji Dhondiram Sargar

ii) To discuss the syllabi of skill courses

At the onset, Dr. Laxman B. Patil, Chairman of the BoS, discussed the need of skill courses in light of current education system and New Education Policy. He added that the students who will complete their

three-year degree program from the academic 2022-23 through our esteemed institute need to have an academic three-year degree with 132 credits; as our institute is an 'Autonomous' since the academic year 2019-20. He continued by saying that the current credits are 120 for three-year degree program as

the institute is affiliated to University of Mumbai. Broadly speaking, 12 credits need to be added as it is a requirement for fulfilling the degree criterion.

Dr. Laxman B. Patil informed the members that 12 credits are needed to the programs that are having six papers of particular subject. In case of English, the institute offers three papers in collaboration with

other subjects like Geography, Hindi, Economics etc. and therefore, the department needs to finalize the skill courses having 06 credits. After this discussion, Mr. Diwakar A. Patankar, the member of the BoS, screened the syllabi of 2 skill courses with 3 credits each for further discussion. These two skill courses were, primarily, designed with the humble assistance taken and minute discussions with Dr. Atul Y. Pitre. While designing the syllabi for these courses, the department had taken care of availability

of local yet worthy resources, current market scenario, and present situation of education, learners' current abilities and liabilities, interests as well as needs and financial capacity of the institute.

After reviewing the syllabi, Dr. Satish R. Ghatge sir suggested restructuring of the syllabi in detail and according to him and the consent related to it; taken from other members, the syllabi were restructured at the time of meeting only and presented before the members.

Before finalizing, Dr. Rajendra R. Thorat sir added that the syllabi should be completed in 'hours' and not in 'lectures' and therefore, taking consent from other members, it was decided that the syllabi were completed in terms of 'hours' than 'lectures.' Hence, one lecture was considered as one hours.

Continuing the discussion, Dr. Shivaji D. Sargar sir informed all the members about the new soft skill course that was designed and commenced by the Department of English, University of Mumbai. In addition to, he spoke about the necessity of skill courses in light of the needs in corporate sectors and IT industries located at metropolitan cities like Mumbai, Pune, Bengaluru etc.

After discussions, Dr. Laxman B. Patil sir requested the members to pass resolutions regarding the finalization of 2 skill courses for 06 credits and their implementation from the academic year 2022-23.

Resolution I:

It is unanimously resolved that the syllabi of 02 skill courses for 06 credits were approved.

Proposed by: Dr. Laxman Balasaheb Patil Seconded by: Prof. (Dr.) Satish R. Ghatage

Resolution II:

It is unanimously resolved that the syllabi of 02 skill courses for 06 credits were to be implemented from the academic year 2022-23.

Proposed by: Dr. Laxman Balasaheb Patil Seconded by: Prof. (Dr.) Atul Y. Pitre

iii)To discuss evaluation system for skill courses

Continuing with the previous one, Dr. Laxman Balasaheb Patil, Chairman of the BoS, initiated the discussion regarding the evaluation system for 02 separate skill courses for 06 credits. Mr. Diwakar A.

Patankar suggested that the evaluated system would consist of theory, practical and assignments or case

studies and major focus should be given on practical and case studies. All the members accepted the views and designed evaluation system as per following:

1. Evaluation System for the Skill Course: Developing Soft Skills–I

1. Theory: 30 Marks

2. Assignments / Tasks: 50 Marks

3. Viva: 20 Marks

[For assignments, students can submit reports related to time, health, financial and stress management (Students need to keep records related to these skills.)]

Note: (Students can download the apps like Healthify Me, Google Fit, Expense Manager,

Microsoft To DO or Planner etc. to maintain records.)

2. Evaluation System for the Skill Course: Developing Soft Skills–II

1. Theory: 30 Marks

2. Assignments: 50 Marks

3. Viva: 20 Marks

[For assignments, students can submit the drafts of resume and CV, interviews taken, paper/ poster/ ppt

presentations, group discussions etc.]

Resolution:

It is unanimously resolved that the evaluation system for 2 skill courses for 06 credits was accepted.

Proposed by: Dr. Laxman Balasaheb Patil Seconded by: Dr. Varsha S. Phatak

iv)To prepare the panel of external paper setters and examiners

Dr. Laxman Balasaheb Patil stepped ahead regarding the discussion about the need of external paper

setters and examiners. He suggested that the two paper setters for each paper from other colleges in the

vicinity around for both the sake of building the quality ratio and the convenience. It was accelerated

that the responsibility of the question paper and evaluation be shouldered by the subject faculty for

allotted curriculum. It was, hereafter, conveyed that the examiners be from the colleges in the vicinity

around for the sake of convenience and availability.

Resolution:

It is unanimously resolved that the list of external paper setters and examiners was finalized.

Proposed by: Dr. Laxman Balasaheb Patil Seconded by: Mrs. Snehalata Pujari

v) Any other subject with the permission of the Chairman

No other Subject was discussed in the meeting.

Mr. Diwakar A. Patankar expressed vote of thanks on behalf of the department as well as the college

regarding the incredible contribution of all the BoS members with valuable suggestions in designing

the new curriculum.