



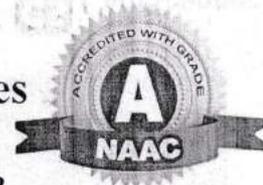
Rahul Sankrityayan

Subharti School of Linguistics and Foreign Languages

Faculty of Arts & Social Sciences

SWAMI VIVEKANAND SUBHARTI UNIVERSITY, MEERUT, U.P.

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)



Ref No.: FASS/LANG/2024/08/21

Dated: 30/08/2024

NOTICE

A meeting of the Board of Studies is scheduled on 4.09.2024 at 11:00 a.m. in the office of the undersigned.

The agenda for the meeting are as follows:

- Agenda 1. To circulate and discuss** the minutes of meeting of the Board of Studies held on 19/3/2024
- Agenda 2. To increase PG** intake in M.A. Hindi & English from 5 to 10 seats for the session 2024-25
- Agenda 3. To Propose U G** intake for the session 2024-25
 - B.A. (Hons.) English: 15 seats
 - B.A. (Hons.) Hindi: 5 seats
- Agenda 4. To propose** the Commencement of Elementary English Certificate Course (2 Months), open for all, from 2024-25
- Agenda 5. To approve** the designed syllabus of Elementary English Certificate Course from 2024-25
- Agenda 6. To propose** the Commencement of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25
- Agenda 7. To approve** the designed syllabus of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25

Any other matters with the permission of the Chair

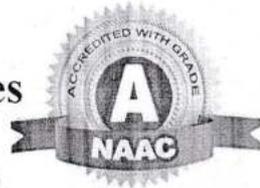
सीमा शर्मा
Dr. Seema Sharma
Department of Languages
Chairperson & Head
Faculty of Arts & Social Sciences
Swami Vivekanand Subharti University

Copy to:

- Dr Sudhir Tyagi, Dean, FASS.
- All the BOS members of Department of Languages
- Dr. Ravindra Kumar- External Expert, English
Associate Professor, Department of English, Ch. Charan Singh University, Meerut
- Dr.N C Lohani- External Expert- Hindi
Professor, HoD, Department of Hindi & Indian Languages, CCS University Meerut
- Vishal Mithal- Industry Expert, Anu Books, International publishers & Distributors, Saket, Meerut



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Ref No.: FASS/LANG/2024/09/08(1)

Dated: 09/09/2024

Minutes of the meeting of BOS

A meeting of the Board of Studies for the calendar year 2024-25 was held on 4.09.2024, 11:00 A.M. in the office of the Head of the Department.

The Following members were present in the meeting:

1	Dr. Seema, Sharma, Asso. Prof. & Head	Chairperson
2	Dr. Rafat Khanam, Associate Professor	Member
3	Dr. Rajeswar Pal, Professor,	Member
4	Dr. Ranveer Singh, Assistant Professor,	Member
5	Dr. Anuj Bawara, Assistant Professor	Member
6	Ashish Kumar, Assistant Professor	Member
7	Dr. Ashish Kumar, Assistant Professor	Member
8	Dr. Manisha Luthera, Assistant Professor	Member
9	Dr. Manisha Luthera, Assistant Professor	Member
10	Ms Swati Sharma, Sr. Lecturer	Member
11	Dr. Yeshpal Sharma, Assistant Professor	Member
12	Dr. Nishi Raghav, Assistant Professor	Member

The Following members were not able to mark their attendance:

1	Dr. Ravindra Kumar- Associate Professor, Department of English, Ch. Charan Singh University, Meerut	External Expert of English
2	Dr.N C Lohani- Professor, HoD, Department of Hindi & Indian Languages, CCS Universirt Meerut	External Expert of Hindi
3	Vishal Mithal, Anu Books, International publishers & Distributors, Saket, Meerut	Industry Expert

The chairperson, Dr. Seema Sharma welcomed the members and explained the agenda of the meeting. The following agenda points were discussed at length by the committee and resolved as under:

Agenda-1	To circulate and discuss the minutes of meeting of the Board of Studies held on 19/3/2024
Discussion	The minutes of meeting of the Board of Studies held on 19/3/2024 were circulated



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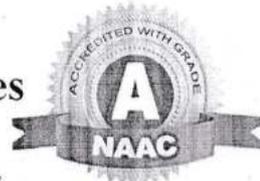


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	to all the respective members.
Resolution	Chairperson of Board of studies approved the minutes and forwarded to the faculty Board for final approval.
Agenda - 2	To increase P G intake in M.A. Hindi & English from 5 to 10 seats for the session 2024-25
Discussion	The proposal for the seat intake in M.A. Hindi & English from 5 to 10 seats for the session 2024-25 was reviewed by BOS members considering the available faculty and infrastructure.
Resolution	The proposal for the seat intake in M.A. Hindi & English from 5 to 10 seats was agreed by BOS members and sent to Faculty Board for approval.
Agenda – 3	To Propose U G intake for the session 2024-25 <ul style="list-style-type: none">• B.A. (Hons.) English: 15 seats• B.A. (Hons.) Hindi: 5 seats
Discussion	The intake for B.A. (Hons.) English -15 seats , B.A. (Hons.) Hindi- 5 seats was discussed and agreed by BOS members.
Resolution	The chairperson sends the agenda for approval to the faculty Board.
Agenda 4	To propose the Commencement of Elementary English Certificate Course (2 Months), open for all, from 2024-25
Discussion	In-charge of English & Foreign Languages, Dr. Rafat Khanam proposed and discussed to commence the Elementary English Certificate Course for teaching, Non-Teaching staff (open for All).
Resolution	All the members unanimously agreed and Chairperson approved the proposal and the agenda was sent for approval to the Board of Studies
Agenda - 5	To approve the designed syllabus of Elementary English Certificate Course to be commenced from 2024-25
Discussion	The curriculum framework for the Elementary English Certificate Course was discussed and approved by BOS members.



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Resolution	The Agenda was sent to the Faculty Board for approval and necessary arrangements for faculty and resources are underway.
Agenda - 6	To propose the Commencement of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25
Discussion	Dr. Rafat Khanam proposed to commence the Advanced English Certificate Course (6 Month) for teaching, Non-Teaching staff (open for All), the proposal was discussed and approved.
Resolution	The members agreed with the proposal Agenda was sent to the Faculty Board for approval and necessary arrangements for faculty and resources are underway.
Agenda - 7	To approve the designed syllabus of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25
Discussion	The curriculum framework for the Advanced English Certificate Course was discussed and approved by BOS members.
Resolution	The curriculum framework was sent to the Faculty Board for approval and for the arrangements of faculty and resources.

The meeting was concluded with a vote of thanks by the Chairperson.

Sharma
Dr. Seema Sharma
Department of Languages
Chairperson & Head
Faculty of Art & Social Sciences
Swami Vivekanand Subharti University
MEERUT



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Ref No.: FASS/LANG/2024/09/08(2)

Dated: 09/09/2024

Action Taken Report of the Meeting of Board of Studies held on 4.09.2024

The meeting of the Board of Studies was held on 4.09.2024, 11:00 A.M. in the office of the Head of the Department.

The details of the action taken on the agendas of meeting are as follows:

S. No.	Agenda	Resolution	Assigned Task and Time line	Task Completed on	Remark
1	To circulate and discuss the minutes of meeting of the Board of Studies held on 19/3/2024	Board of studies approved the minutes and forwarded to the faculty Board for final approval.	-	-	Approved
2	To increase P G intake in M.A. Hindi & English from 5 to 10 seats for the session 2024-25	The proposal for the seat intake in M.A. Hindi & English from 5 to 10 seats was agreed by BOS members and sent to Faculty Board for approval.	-	-	Proposed
3	To Propose U G intake for the session 2024-25- B.A. (Hons.) English: 15 seats B.A. (Hons.) Hindi: 5 seats	The chairperson sends the agenda for approval to the faculty Board.	-	-	Proposed
4	To propose the Commencement of Elementary English Certificate Course (2 Months), open for all, from 2024-25	All the members unanimously agreed and Chairperson approved the proposal and the agenda was sent for	To be started from April 2025		Proposed



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		approval to the Board of Studies			
5	To approve the designed syllabus of Elementary English Certificate Course from 2024-25	The Agenda was sent to the Faculty Board for approval and necessary arrangements for faculty and resources are underway.			Approved in BOS (Annexure 1)
6	To propose the Commencement of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25	The members agreed with the proposal Agenda was sent to the Faculty Board for approval and necessary arrangements for faculty and resources are underway.	To be started from April 2025		Proposed
7	To approve the designed syllabus of Advanced English Certificate Course (6 Month) , Open for All, from 2024-25	The curriculum framework was sent to the Faculty Board for approval and for the arrangements of faculty and resources.			Approved in BOS (Annexure 2)

Seema Sharma
Dr. Seema Sharma
Department of Languages
Chairperson & Head
Swami Vivekanand Subharti University
Meerut