



Centre for Languages and Communication

Dated: 26th Feb 2022

Minutes of the Meeting Board of Studies Committee Meeting for the Syllabus PhD in English, Certificate in German & Certificate in French under the Faculty of Mass Communication and Media Technology.

Mode of Meeting: online (Via- Cisco Webex)

The Board of Studies Meeting of Centre for Languages and Communication for the proposal of the syllabus of the PhD in English, Certificate in German & Certificate in French under department of Centre for Languages and Communication faculty of Mass Communication and Media Technology was held under the Chairmanship of Prof. Sushil Manav on 26th February 2022. The following members attended the meeting:

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 1. Prof. Sushil Manav , Dean FMMT | -Chairperson |
| 2. Prof. R. P Singh
Professor
Department of English & Modern European Languages
University of Lucknow | -External Subject Expert |
| 3. Prof. A. S Adhikari
Professor & Head
Department of English
SS Jeena University Almora, Uttarakhand | -External Subject Expert |
| 4. Dr. Palu Manoj
Adjunct Professor, German
Dr. Ram Manohar Lohia National Law University, Lucknow | -External Subject Expert |
| 5. Prof. (Dr.) Ajith Kanna
Professor of French
Centre for French & Francophone Studies
School of Language, Literature & Culture Studies
JNU New Delhi-110067 | -External Subject Expert |
| 6. Dr. M.K. Nair
Dean
Faculty of Fashion & Design, SGT University | -Member(Internal Allied Expert) |
| 7. Dr. Tejee Isha
Assistant Professor
FMMT, SGT University | -Member(Internal Allied Expert) |
| 8. Dr. Sarju Devi
Head, Centre for Languages and Communication
FMMT, SGT University | -Member (Internal Expert) |

Registrar
SGT University
Budhēra, Gurugram

- | | |
|-------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| 9. Dr. Anupam Kumar
Associate Professor
Centre for Languages and Communication
FMMT, SGT University | - Member (Internal Expert) |
| 10. Ms. Bhawna Tomar
Academic Associate (German Studies)
Centre for Languages and Communication
FMMT, SGT University | -Member (Internal Expert) |
| 11. Prof. Rajan Rai
Professor
French Language
Faculty of Law, SGT University | -Member (Internal Expert) |
| 12. Ms. Jaslien Chhatwal
Assistant Professor
Faculty of Hotel & Tourism Management, SGT University | -Member (Internal Expert) |

The following agenda was taken up in the meeting:

Item 1: To consider and approve the proposed Syllabus, credits, and scheme of Examination for the following Programs **to be introduced by the Centre for Languages and Communication.**

1. **Ph. D in English**
2. **Certificate in German**
3. **Certificate in French**

The Scheme of Examinations and Syllabus of the Programs were placed before the Departmental Committee for consideration. The Departmental Committee after deliberations approved the agenda as enclosed with these proceedings. The meeting ended with a vote of thanks to the Chair.

Following issues were discussed and suggestions put forth by the Departmental Committee members:

Dr. Sarju Devi, Head of the Department, introduced all the external and internal experts on the panel.

Prof. R. P. Singh- External Expert

Inputs for the Program: Ph. D. in English

1. The syllabus should be multidisciplinary and should be research-oriented.
2. Folk literature should be incorporated.

Prof. A. S. Adhikari- External Expert

Inputs for the Program: Ph. D. In English

1. Different style sheets such as APA, Chicago, Howard, etc. should be incorporated.
2. The focus should be on emerging and contemporary areas in theories and criticism.

Dr. Palu Manoj- External Expert

Inputs for the program: Certificate in German (CIG)

1. Approved syllabus and scheme of examination Certificate in German.

2. The program is designed well and it was suggested that paper description should be revised; Precis writing should be replaced with unseen passages and Essay writing should be replaced with paragraph writing.
3. Some intermediate-level grammar topics should be removed from the certificate level program and should be included later in higher levels, such as Trennbareverben and ModalVerben (only a few of them should be incorporated), Partizip II should be removed.
4. Course content should be taught in a very simple manner by incorporating examples from situational conversations, as advised by the external expert.

Prof. Ajith Kanna- External Expert

Inputs for the program: Certificate in French (CIF)

1. Course content should be taught in a very simple manner by incorporating examples from situational conversations and linguistics jargon should be avoided, as advised by the external expert.
2. Paper descriptions should be revised.
3. Core skills should be taught in the given sequence; Listening, Speaking, Reading, Writing by focusing more on a practical approach.
4. Approved syllabus and scheme of examination Certificate in French.

Note: The Departmental Committee Members found that most of the elements were part of the syllabus and rests of the suggestions have been incorporated in the syllabus and curriculum for the final discussion in Academic Council Meeting.

Signature:

RP Singh

Prof. RP Singh

Manoj

Dr. Palu Manoj

Adhikari

Prof. A S Adhikari

Ajith Kanna

Prof. (Dr.) Ajith Kanna

Sushil Manav

Prof. Sushil Manav

Sarju Devi

Dr. Sarju Devi

Anupam Kumar

Dr. Anupam Kumar

Bhawna Tomar

Ms. Bhawna Tomar

Rajan Rai

Prof. Rajan Rai

Jasleen Chhatwal

Ms. Jasleen Chhatwal

M V Nair

Dr. M V Nair

Tejesh Isha

Dr. Tejesh Isha

Registrar
SGT University
Budhera, Gurugram



Centre for Languages and Communication

SGTU/CLC/2022/02/010

Dated: 16th February, 2022

Subject: Constitution of the Board of Studies for PhD in English, Certificate in German & Certificate in French, scheme of examination and syllabus for Faculty of Mass Communication and Media Technology.

The Centre for Languages and Communication under the Faculty of Mass Communication and Media Technology plans to offer the following Courses w.e.f. 2022-23 for which syllabus, ordinances and scheme of examination need to be approved by the Board of Studies.

List of Courses:

1. PhD in English
2. Certificate in German
3. Certificate in French

For the PhD in English, Certificate in German & Certificate in French Courses, the syllabi, ordinances and scheme of examinations need to be approved by the Board of Studies. I request you to please constitute the Board of Studies for the Centre for Languages and Communication under the Faculty of Mass Communication and Media Technology for the Fourth BOS meeting regarding the courses mentioned above.

The following names are proposed for the Board of Studies.

1. Prof. Sushil Manav
Chairperson
Dean, Faculty of Mass Communication & Media Technology
SGT University
2. Dr. Sarju Devi
Member
Head, Centre for Languages and Communication
Faculty of Mass Communication & Media Technology
SGT University
3. Dr. Anupam Kumar
Member
Associate Professor
Centre for Languages and Communication
Faculty of Mass Communication and Media Technology

Registrar
SGT University
Badhera, Gurugram

4. Ms. Bhawna Tomar
Member
Academic Associate (German Studies)
Centre for Languages and Communication
Faculty of Mass Communication & Media Technology, SGT University
5. Prof. Rajan Rai
Member
Professor
Faculty of Law, SGT University
6. Ms. Jasleen Chhatwal
Member
Assistant Professor
Faculty of Hotel & Tourism Management, SGT University

External Subject Experts:

1. Prof. R. P Singh
Professor
Department of English & Modern European Languages
University of Lucknow
2. Prof. A. S Adhikari
Professor & Head
Department of English
SS Jeena University Almora, Uttarakhand
3. Dr. Palu Manoj
Adjunct Professor, German
Dr. Ram Manohar Lohia National Law University, Lucknow

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JNU New Delhi-110067

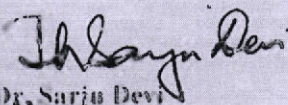
Internal Allied Experts:

The following name of the inside subject expert from other Department/ Faculty:

1. Dr. M.K. Nair
Dean
Faculty of Fashion & Design, SGT University
2. Dr. Tejee Isha
Assistant Professor
Faculty of Mass Communication and Media Technology, SGT University

The above names for the Board of Studies (BoS) constitution are submitted for approval by the Vice-Chancellor.

Regards,

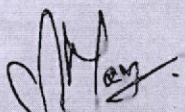

Dr. Sarju Devi
Head, CLC
Centre for Languages and Communication
SGT University
Budhera, Gurugram

Recommended for approval.

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(PVC)

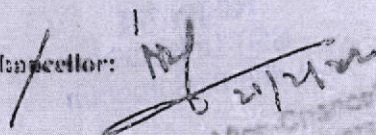
Pro Vice-Chancellor
SGT University
Budhera, Gurugram-122505


Prof. Sushil Mannav
Dean, FMMT

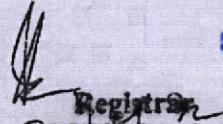
DEAN
Faculty of Mass Comm. & Media Technology
SGT University
Budhera, Gurugram

Registrar:

Vice-Chancellor:


Vice-Chancellor
SGT University
Budhera, Gurugram-122505

Dean Mannav


Registrar
SGT University
Budhera, Gurugram


Registrar
SGT University
Budhera, Gurugram