

Minutes of the Board of Studies Meeting

Department of Hindi

Minutes of the Board of Studies (BoS) Meeting

Date: 05th April, 2025

Time: 2:30 PM to 4:30 PM

Venue: MLP Lounge

Mode: Hybrid (Online Platform: <http://meet.google.com/nua-eoki-jii>)

Members Present:

1. **Dr. R. S. Radhika** – Chairperson (Head of the Department)
2. **Prof. (Dr.) Herman P.J** – Member
3. **Dr. Praneetha P.** – Member (Attended Online)
4. **Prof. (Dr.) P. H. Ibrahim Kutty** – Member
5. **Prof. (Dr.) Sindhu T. I.** – University Representative
6. **Dr. Ruby Elsa Jacob** – Member Secretary

Agenda of the Meeting:

1. Introductory remarks by the Chairperson
2. Selection of Member Secretary
3. Discussion on UG Syllabus
4. Review of Teaching Methodology (including Teacher-Specific Content, Signature Course and CCA Methodology)
5. Preparation of Question Bank and Approval of External Examiners' List for Scrutiny
6. Any other matter with the permission of the Chair

Proceedings of the Meeting:

Agenda – 1: Introductory Remarks by the Chairperson

Dr. R. S. Radhika, Chairperson and Head of the Department, extended a warm welcome to all the esteemed members of the Board of Studies. She expressed her

sincere gratitude for their presence, both in person and online. She highlighted the significance of this being the **First BoS Meeting** of the Department of Hindi under the new academic framework and emphasized the importance of collaborative discussions in shaping a robust curriculum that meets the academic and professional needs of students.

Agenda – 2: Selection of Member Secretary

The members unanimously agreed upon the selection of **Dr. Ruby Elsa Jacob** as the **Member Secretary** for the Board of Studies.

Agenda – 3: Discussion on UG Syllabus

The Board discussed in detail the implementation of the **Four-Year Undergraduate Programme (FYUGP)** Syllabus as proposed by **Mahatma Gandhi University, Kottayam**. After thorough deliberations, the Board **unanimously recommended the adoption** of the same for the academic year **2025-26**, also stating that the syllabus has to be student-centric. The Members suggested that the collection of regular feedbacks from students on each module has to be continued.

Agenda – 4: Teaching Methodology

A comprehensive discussion was held regarding the **teaching methodology** to be followed under the new curriculum. The following suggestions and decisions were made:

- **Teacher-Specific Content:** Teachers were encouraged to develop more individual modules reflecting their areas of expertise to add unique perspectives to the curriculum.
- **Signature Courses:** Suggestions were made to design Signature Courses that emphasize the cultural, historical, and literary richness of Hindi language and literature.
- **CCA Methodology (Continuous and Comprehensive Assessment):** The Board recommended to continue with the structured and transparent assessment model practised by the Department for internal evaluations. It was agreed that each course should continue with the clearly defined CCA strategy, incorporating components such as assignments, seminars, presentations, and project-based assessments.

Agenda – 5: Question Bank Preparation and External Examiner's List

The Chairperson presented the details of the steps taken by the department regarding the **Question Bank Preparation**.

After a careful review, a **proposed list of External Examiners** for the **scrutiny of Question Bank** was **approved** by all members. It was agreed that the Department would update this list periodically to ensure diversity and impartial evaluation.

Agenda – 6: Any Other Matter

Under this agenda, members discussed initiatives to enhance student interest and participation in the subject. The following suggestions were made:

- Organizing **literary fests, seminars, and workshops** focusing on contemporary literary trends
- Incorporation of **experiential learning** activities such as field visits, interviews with authors, and use of digital platforms for interactive learning

The Chairperson appreciated the suggestions and assured the members that proactive steps would be taken to implement them in the upcoming semesters.

Conclusion and Vote of Thanks

Dr. Ruby Elsa Jacob, Member Secretary extended a heartfelt vote of thanks to all the members for their valuable time, active engagement, and constructive inputs. She reiterated the importance of a collaborative approach in academic development and looked forward to be continued support from all the members.

The meeting concluded at **4:30 PM**.

Prepared by:

Dr. Ruby Elsa Jacob

Member Secretary

Department of Hindi.

Approved by:

Dr. R. S. Radhika

Chairperson, Board of Studies

Department of Hindi.