



GANESH SHANKAR VIDYARTHI

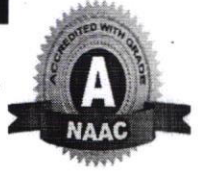
SUBHARTI COLLEGE OF JOURNALISM & MASS COMMUNICATION

Website: www.subharti.org, e-mail: journalism@subharti.org, Ph.: 0121-2439067 (Extn: 2831, 2833), Telefax: 0121-3055017

A constituent college of

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

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



Office of the Dean /Principal

Ref. No. SCJMC/SVSU/2019/.....5800

Date:-05/07/2019

Office Order

Sub: Board of Studies Meeting

This is to inform you all that Ganesh Shankar Vidyarthi Subharti College of Journalism & Mass Communication is going to organize Board of studies meeting to discuss the academic and administrative working for upcoming session.

Board of studies meeting will be chaired by undersigned. All are requested to present on time. The details of the meeting are as under:

Venue: Conference Hall

Day & Date: Monday, 08/07/2019

Time: 10:30 AM

Dr. Neeraj Karan Singh

Principal

G.S.V.S.C.J.M.C, S.V.S.U, Meerut



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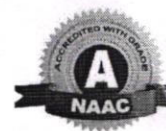
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Office of the Principal

Ref. No. SCJMC/SVSU/2019/.585

Dated .24/09/19.....

Minutes of the Meeting

SCJMC/SVSU/BOS/2019/30

A Minutes of the Meeting of Board of Studies at Faculty of Journalism and Mass Communication was held on 08/07/2019 at 10:30 AM by Dr. Neeraj Karan Singh (Dean & Principal) the following members were present in the meeting.

Sr. no	Name	Designation	Signature
1.	Dr. Neeraj Karan Singh	Dean/Principal	
2.	Prof. Ashok Tyagi	Professor	
3.	Dr. Gunjan Sharma	Assistant Professor	
4.	Dr. Mudasar Sultan	Assistant Professor	
5.	Mrs. Beenun Yadav	Assistant Professor	
6.	Mr. Yasir Arfat	Lecturer/Assistant Professor	
7.	Ms. Preeti Singh	Lecturer/Assistant Professor	

Alumni, GSVSCJMC

Sr. no	Name	Designation	Signature
1.	Mr. Anam Khan Sherwani	Media Coordinator, Swami Vivekanand Subharti Subharti University, Meerut	

The Chairman welcomed the Board of Studies members of the Meeting. Initiating the discussion the Chairman placed the agenda items for discussion.

Agenda Item No. 1.

Commencement of the session 2019-20 (Odd Semester)

Discussion and Resolution:

It is decided that odd Semester session 2019-20 will starts from 1st August 2019, for BJMC 2nd/3rd Year , MJMC 2nd Year and 13th of August 2019 for BJMC 1st Year, MJMC 1st Year.

Agenda Item No. 2.

Preparation of Academic Calendar

Discussion and Resolution:

It is decided that academic calendar should be prepared for the upcoming session 2019-20 (**Copy of Academic Calendar Enclosed**)



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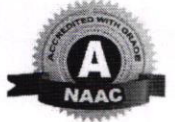
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Agenda Item No. 3.

Academic Roles and Responsibilities were given to the faculty (Committee Distribution/Procter/ Scholarship/ Admission/etc)

Discussion and Resolution:

It is decided that Academic Roles and Responsibilities were allotted to the faculty (**Detail Enclosed**)

Agenda Item No. 4.

Allocation of theory and practical subjects to the Faculty on Credits Basis

Discussion and Resolution:

Theory and Practical subjects are allotted to the faculty members as per their expertise credit basis further it is decided that unit wise at least 2-4 assignments must be given by every faculty members to impart maximum contents to the students. Every faculty is advice to discuss the subjects/topics with the help of latest case studies to make easy to understand to the students.

Agenda Item No. 5.

Rectification in the syllabus of **Indian culture and Human Values (BJ – 304 AECC)** for the session 2019-20

Discussion and Resolution:

It has been decided that under the able guidance of Dean, GSVSCJMC. The BOS members have evaluated and rectified syllabus of the **Indian culture and Human Values (BJ – 304 AECC)** as the industry requirement. (**Rectified syllabus is enclosed**)

Agenda Item No. 6.

Preparation of the Time-Table for coming session 2019-20

Discussion and Resolution:

Time Table for the session 2019-20 (Odd Semester) has been formed by the Time Table Committee under the able guidance of the Dean. The details of the Committee members are :

- a. Dr. Gunjan Sharma
- b. Dr. Mudasir Sultan

Agenda Item No. 7.

Publications of E-News letter (Hindi and English) and one dedicated Monthly E- Photo Magazine

Discussion and Resolution:

To enhance the skills and practical orientation among the students. It is decide to publish two E-News letter Fortnightly (**Hindi and English**) and one monthly E- Photo Magazine for the same. Faculty In-charge are:-

- a. Hindi News letter (**PRAGYAN**) In-charge – Dr. Gunjan Sharma
- b. English News letter (**SUBHARTI TIMES**) In-charge- Ms. Beenum yadav
- c. Monthly E- Photo Magazine (**VYAKT**) In-charge – Mr. Yasir Arfat

Agenda Item No. 8.

Proposal of activities held in the various clubs and committee.



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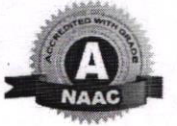
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Discussion and Resolution:

It is decided that various clubs and committee has to submit Proposed activity time to time at the dean office for further Implementation of the academic calendar Odd Semester 2019-20 All the activity should be weekly reported and record should be submitted at the academic office duly signed by the Dean & Principal GSVSCJMC. The in - charge of the activity are :

- a. Radio Club: Mr. Yasir Arfat
- b. Theater Activity : Dr. Neeraj Karan Singh
- c. Photography Club: Mr. Yasir Arfat
- d. Film Club: Mr. Preeti Singh
- e. PR Club: Ms. Beenum / Dr. Gunjan

Agenda Item No. 9.

E- Content Production

Discussion and Resolution:

It has been decided that faculty should prepare E-lecture on their respective subjects for the students.

Agenda Item No. 10.

External & Internal examiner List for the Odd Semester 2019-20

Discussion and Resolution:

The External & Internal examiner List has prepared for the upcoming session Odd Semester 2019-20. **(Detail Enclosed)**

Agenda Item No. 11.

Alumni Association & their activities

Discussion and Resolution:

It has been decided Alumni Association and their activity should be proper recorded and Mr. Anam Khan Sherwani has been appointed as the Member of the Alumni Association Club, GSVSCJMC, SVSU, Meerut.

Agenda Item no. 12.

Two courses introduce for the students from swyam.gov.in

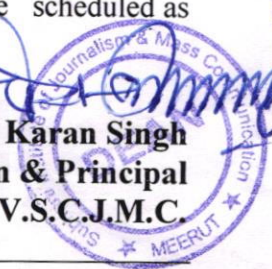
Discussion and Resolution:

It has been decided that two new courses will be started from swyam.gov.in based on the relevance of their subject. The two opted courses are

1. **Assessment of Practical and social skills in Higher Education**
2. **Online refresher course in Political Science.**

The Meeting of Faculty board was adjourned with the vote of thanks. The next meeting will be scheduled as and when required.


Dr. Neeraj Karan Singh
Dean & Principal
G.S.V.S.C.J.M.C.



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Dated: 30/07/2020

ACTION TAKEN REPORT

OF BOARD OF STUDIES MEETING AS ON DATED 8/07/2019

The report of minutes of the meeting of Board of Studies at faculty of Journalism and Mass Communication, the meeting was held on 8/07/2019 under the chairmanship of Prof. Dr. Neeraj Karan Singh. The meeting member has approved following agenda.

Agenda and working of Previous BOS Meeting:

S No	Agenda Item	Decision	Outcome/ Results
•	Commencement of the session 2019-20 (Odd Semester)	Session started	from 1 st August 2019, for BJMC 2 nd /3 rd Year, MJMC 2 nd Year and 13 th of August 2019 for BJMC 1 st Year, MJMC 1 st Year.
•	Preparation of Academic Calendar	Academic Calendar for the session 2019-2020 is prepared	Execution of academic calendar for session 2019-2020
•	Appointment of the Academic / Research and Class Coordinators.	Academic Roles and Responsibilities were allotted to the faculty	All responsibility are given as per their expertise
•	Value Added Course are started.	Value Added course is started successfully	Following topic of value added course has been introduce <ul style="list-style-type: none"> • Desktop publishing • Hindi Typing • Layout and designing
•	Preparation of the Time-Table for coming session 2018-19	Time Table for the session 2018-19(Even Semester) is introduced	Classes running smoothly
•	Rectification in the syllabus of Indian culture and Human Values (BJ – 304 AECC) for the session 2019-2020	The syllabus is rectified of Indian culture and Human Values (BJ – 304 AECC) as per industry need	Approved in academic council meeting for execution in session 2019-2020
•	Preparation External & Internal examiner List for the Odd Semester 2019-20	External & Internal examiner List has prepared	List is send to COE Office
•	E- Content Production	E- Content is produced for students	In view of COVID 19 online study is started and E- content send to students
•	Alumni Association & their activities	Alumni Association and their activity recorded and prepared (Alumni talk / Meet & Alumni Donation)	More association with alumni

These agenda was passed and approved by Board of studies meeting on 8/07/2019.

Thanks

Prof. Dr. Neeraj Karan Singh
Dean & Principal
G.S.V.S.C.J.M.C.