



**OFFICE OF THE
BACHELOR OF BUSINESS ADMINISTRATION**

ST. JOSEPH'S COLLEGE: JAKHAMA
P.O. NO.-19, KOKHIMA-797 001: NAGALAND

Ref. No.

Date. 19/11/18

MEETING MINUTES FOR BBA SYLLABUS (Autonomous)

1. The members present for the meetings were:

Sl. No.	NAME	DESIGNATION	DEPARTMENT
i	Md. Tabrej	Director	Business Administration, SJC (A)
ii	Mr. K. Zubemo Humtsoe	Asst. Prof.	Business Administration, SJC (A)
iii	Mr. Imtipong Longkumer	Asst. Prof.	Business Administration, SJC (A)
iv	Sr. Lincy	Asst. Prof.	Business Administration, SJC (A)
v	Ms. Wecho-U Mero	Asst. Prof.	Business Administration, SJC (A)

2. The members thoroughly reviewed the UGC MODEL Syllabus for management course and accordingly proposed the new structure of BBA syllabus to be implemented in the dept. (Keeping in mind the allowed variations in the UGC model syllabus). UGC structure and Proposed Structure are attached herewith.

Changes made in the UGC SYLLABUS (Subject transferred to different semester).

Sl. No.	IN UGC SYLLABUS	IN PROPOSED SYLLABUS	SUGGESTED BY
i	Environmental Science (1 st Semester)	Environmental Science (2 nd Semester)	Md. Tabrej
ii	Statistics for Business Decisions(1 st Semester)	Statistics for Business Decisions(2 nd Semester)	Md. Tabrej
iii	Business Communication (2 nd Semester)	Business Communication (1 st Semester)	Mr. K. Zubemo Humtsoe and Mr. Imtipong Longkumer
iv	Business Accounting (2 nd Semester)	Business Accounting (1 st Semester)	Sr. Lincy
v	Macro Economics (3 rd Semester)	Business Environment (3 rd Semester)	Mr. Imtipong Longkumer
vi	Summer Internship	Summer Internship	Mr. K Zubemo

			Humtsoe
vi	Business Policy and Strategy (6 th Semester)	Strategic Management (6 th Semester)	Mr. Irtipong Longkumer

It was proposed that rest of the papers will be kept constant as per the UGC MODEL Syllabus.

3. The members proposed the following courses to be included from the available options in the UGC Syllabus.

Sl. No.	SEMESTER	ABILITY ENHANCEMENT	AE SKILL BASED	DISCIPLINE SPECIFIC ELECTIVE	GENERIC ELECTIVE
i	FIRST	Business Communication			India's Diversity & Business
ii	SECOND	Environmental Science			Ethics & Corporate Social Responsibility
iii	THIRD		IT Tools for Business		Entrepreneurship Development
iv	FOURTH		Summer Internship		Production and Operation Management
v	FIFTH			Distribution and Supply Chain Management Marketing of Services	
vi	SIXTH			Advertising & Brand Management Retail Management	

4. The Credit Points for the courses were proposed same as the UGC MODEL syllabus.

Sl. No.	Core Course	Ability Enhancement	AE SKILL	DISCIPLINE SPECIFIC	GENERIC ELECTIVE	TOTAL
---------	-------------	---------------------	----------	---------------------	------------------	-------

			BASED	ELECTIVE		
i	14*6= 84 C.P	2*2= 4 C.P	2*2=4 C.P	4*6=24 C.P	4*6=24 C.P	140 C.P

5. The members took in charge, to go through the courses and to make necessary changes in the contents of the course within the available variation limit provided by the UGC. Total 26 courses were distributed among the 5 lecturers of the department.

Md. Tabrej
Director
Dept. of Business Administration
St. Joseph's College (Autonomous) Jakhama

MDT
 25/06/19

DIRECTOR
 DEPT. OF BBA
 DATE



BACHELOR OF BUSINESS ADMINISTRATION

CHOICE-BASED CREDIT SYSTEM: HONOURS

Semester	Core Course	Ability Enhancement	AE Skill Based	Discipline Specific Elective	Generic Elective
First	Fundamentals of Management & Organisational Behaviour	Business Communication			India's Diversity & Business
	Business Accounting				
Second	Managerial Economics	Environmental Science			Ethics & Corporate Social Responsibility
	Statistics for Business Decisions				
Third	Business Environment		IT Tools for Business		Entrepreneurship Development
	Principles of Marketing				
	Management Accounting				
Fourth	Business Research		Summer Internship		Production and Operation Management
	Human Resource Management				
	Financial Management				
Fifth	Quantitative Techniques for Management			Distribution and Supply Chain Management Marketing of Services	
	Legal Aspects of Business				
Sixth	Strategic Management			Advertising & Brand Management Retail Management	
	Financial Institutions & Markets				
No. of Courses	14*6= 84 C.P	2*2= 4 C.P	2*2=4 C.P	4*6=24 C.P	4*6=24 C.P



BACHELORS IN MANAGEMENT STUDIES*

Paper Code		
Semester I		
101	Environmental Science	Ability Enhancement - Compulsory
102	Fundamentals of Management & Organisational Behaviour	Core Discipline
103	Statistics for Business Decisions	Core Discipline
104	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course - Generic /Interdisciplinary
Semester II		
201	Business Communication (Language : English / MIL)	Ability Enhancement - Compulsory
202	Managerial Economics	Core Discipline
203	Business Accounting	Core Discipline
204	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Generic /Interdisciplinary
Semester III		
301	Macroeconomics	Core Discipline
302	Principles of Marketing	Core Discipline
303	Management Accounting	Core Discipline
304	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Generic /Interdisciplinary
305	Any ONE from list of SKILL ENHANCEMENT COURSE (SEC)	Skill Enhancement Course
Semester IV		
401	Business Research	Core Discipline
402	Human Resource Management	Core Discipline
403	Financial Management	Core Discipline
404	Any One from the List of Generic Elective / Interdisciplinary Courses	Elective Course – Generic / Interdisciplinary
405	Any ONE from the list of SKILL ENHANCEMENT COURSE (SEC)	Skill Enhancement Course
Semester V		
501	Quantitative Techniques for Management	Core Discipline
502	Legal Aspects of Business	Core Discipline
503	Elective – I	Discipline Specific Elective
504	Elective – II	Discipline Specific Elective
Semester VI		
601	Business Policy & Strategy	Core Discipline
602	Financial Institutions & Markets	Core Discipline
603	Elective – III	Discipline Specific Elective
604	Elective – IV	Discipline Specific Elective



OFFICE OF THE
Department of Business Administration
ST. JOSEPH'S COLLEGE AUTONOMOUS, JAKHAMA
P.B. NO-39, KOHIMA-797 001, NAGALAND

To

Mr. Manoj Prabhakar
Associate Prof. and HOD School of Management
Nagaland University, Merhema Campus
Kohima -797001, Nagaland

Date: 9th August, 2019

Subject: Board of Studies Meeting for Department of Business Administration, St. Joseph's College Autonomous, Jakhama.

Respected Sir,

Greetings from the members of the Department of Business Administration, St. Joseph's College Autonomous, Jakhama!

At the outset, we extend our sincere gratitude to you and the members of the School of Management Nagaland University, for constantly supporting us in all possible ways for the growth of the Department of Business Administration, St. Joseph's College Autonomous, Jakhama.

In order to fulfil the guidelines of the University Grant Commission, the Board of Studies was constituted by the College Authority to research, study, analyse and provide up to date syllabi in order to ensure standard education.

We are happy to have you as the Nagaland University nominee to the Board of Studies of the Department of Business Administration, St. Joseph's College Autonomous, Jakhama. We believe that your presence and contribution will help us grow more.

We also propose for the first Board of Studies (BOS) meeting for the Department of Business Administration in our college in the month of August, 2019. Therefore, we request you to share us your convenient date, so that we can schedule the meeting accordingly.

We hope to receive positive response from you soon.

Yours Sincerely,

Mr. K Zuberno Humtsoe

Director, Department of Business Administration

St. Joseph's College Autonomous, Jakhama

Copy of the letter issued for information to:

1. The Principal, St. Joseph's College Autonomous, Jakhama
2. The Vice Principals, St. Joseph's College Autonomous, Jakhama

9/8/19

9/8/19

REPORT

on

The BOARD OF STUDIES Meeting, Department of Business Administration

St. Joseph's College Autonomous, Jakhama, Nagaland

Date: 17th August, 2019

The Board of Studies meeting of the Department of Business Administration, St. Joseph's College Autonomous, Jakhama, Nagaland, was held on 17th August, 2019, in the College Conference Hall. The first BOS meeting was convened in order to fulfill the guidelines of the University Grant Commission as well as to review the current curriculum of the Business Administration course under the SJC autonomous.

The Following members were present for the BOS meeting:

1. Mr. K. Zubemo Humtsoe : Chairman of the BOS
2. Dr. Manoj Prabhakar, School of Management, Nagaland University, Member Nominee from the University
3. Md. Tabrej, Member
4. Mr. Imtipong Longkumer, Member
5. Ms. Wecho-u Mero, Member
6. Ms. Nensiya Kath, Member.

Lengthy discussions on the current curriculum structure of the BBA Undergraduate course under Autonomous has led to the development of more relevant and up to date syllabi which will definitely enable the students to enhance their knowledge and skills that can meet the need and requirements of the contemporary business enterprises. The following discussions were made during the BOS meeting for recommendation to the Academic Council of the College:

1. **Revision of the Curriculum Structure:** The present curriculum structure consist of 26 papers/subjects with 140 credit points in total, which was drawn in totality from the model provided by the University Grant Commission. The high credit points allotted to few papers has restricted the inclusion of more papers/subjects which are relevant and inevitable to meet the demands of business enterprises in the present time. Therefore, the members of the BOS, thoroughly discussed on these pertinent issues and to recommend the proposed revised Curriculum Structure to be implemented from the next academic year, i.e. June 2020, onwards to the Academic Council of the College for approval. It was also noted that the current curriculum is inadequate, therefore, revision is proposed so that the business students are given enough exposure to core and relevant business subjects thereby enhancing their knowledge, skills and abilities. The members of the BOS were unanimous on the inclusion of more relevant business subjects in the curriculum and not merely focus on the total Credit Points reflected in the curriculum.


The detail of the proposed revised structure is presented in the following table:

SEMESTER	CORE COURSE	ABILITY ENHANCEMENT	AE SKILLED BASED	DISCIPLINE SPECIFIC ELECTIVE	GENERIC ELECTIVE
FIRST	1. Principles of Management & Organisational Behaviour (4C.P) (*CHANGE OF SUBJECT NAME) 2. Business Accounting (4C.P) 3. Quantitative Technique-I (INCORPORATE STATISTICS FOR BUSINESS DECISIONS) (4C.P) (*CHANGE OF SUBJECT NAME; SHIFTED FROM 2 ND SEM)	1. English Language (to use Common Syllabus) (3 C.P) (* ADDITION)			1. Business Environment (6 C.P) (* ADDITION)
SECOND	1. Managerial Economics (4C.P) 2. Quantitative Technique-II (*TO INCORPORATE OPERATION RESEARCH) (4C.P) (*CHANGE OF SUBJECT NAME; SHIFTED FROM 5 th SEM) 3. Management Accounting (4C.P)		1. Fundamentals of Computer (4C.P) (*CHANGE OF SUBJECT NAME)		1. Entrepreneurship (6 C.P)
THIRD	1. Marketing Management (4C.P) (*CHANGE OF SUBJECT NAME) 2. Human Resource Management (4C.P) (SHIFTED FROM 4 th SEM) 3. Financial Management (4C.P) (SHIFTED FROM 4 th SEM) 4. Research Methodologies (3C.P) (*CHANGE OF SUBJECT NAME; SHIFTED FROM 4 th SEM)		1. Management Information System (4 C.P) (*ADDITION)		1. Event Management (6 C.P) (*ADDITION)
FOURTH	1. Production & Operation Management(4C.P) (*SHIFTED FROM GENERIC ELECTIVE SUBJECT) 2. Business Law(4C.P) (*CHANGE OF SUBJECT NAME)			1. Advertising & Brand Management (5 C.P) (* SHIFTED FROM 6 th SEMESTER) 2. Counselling & Negotiations skills for management (5C.P) (*ADDITION)	1. Social Media Marketing (6 C.P) (*ADDITION)
FIFTH	1. Business Ethics and corporate governance(4C.P) (*SHIFTED FROM GENERIC ELECTIVE SUBJECT 2 ND SEM) 2. Modern Office Management(4C.P) (*ADDITION)	1. Environmental Studies (3C.P) (*SHIFTED FROM 2 ND SEM)		1. Marketing of Services(5C.P) 2. Labour Laws (5C.P) (*ADDITION)	
SIXTH	1. Strategic Management(4C.P)c 2. Project Management (4C.P) (*ADDITION)	1. Business Communication (3C.P) (*SHIFTED FROM 1 ST SEM)	1. Internship (4 C.P) (* SHIFTED FROM 4 TH SEMESTER)	1. Retail Management (5C.P) 2. Industrial Relations (5C.P) (*ADDITION)	
CREDIT POINTS	15* 4 C.P + 3C.P = 63 C.P	3*3 C.P= 9 C.P	4+4+6= 14 C.P	6*5 C.P= 30 C.P	4*6 C.P=24 C.P
** TOTAL CREDIT POINTS= 140 C.P					

2. **The BOS made clarification on the Credit Points:** Since business management course falls under the technical course as per the definition of the AICTE (All India Council of Technical Education), and based on the need and uniqueness of the course, it is not necessary to follow uniform maximum credit points like the other non-technical courses. Therefore, the members of the Board of studies had made serious study on allotment of credit points on the proposed subjects after making comparative study with other institutions/universities in India providing the same course.
3. **Credit Points on Generic Elective Papers:** Since the students of the Department of Business Administration goes to other Departments for the Generic Elective subjects and avail 6 credit points each in total, it requires the Department of Business Administration to maintain uniformity in this regard by allotting 6 Credit Points to the students of other Departments enrolled in the BBA Generic Elective subjects.
4. **Renaming of Subjects:** The renaming of some subjects was initiated based on its relevance and nomenclature associated with its use in the contemporary business enterprises. The syllabus will remain the same.
5. **Shifting of Subjects across various Semesters:** Shifting of subjects was proposed based on the learning requirements at each semester, i.e. from basics/fundamentals to core business concepts and practices.
6. **Additional Subjects:** To fill up the gap of the current curriculum, few relevant subjects were added to the revised curriculum. This will give much advantage to the business students in the contemporary times. The addition of some important and relevant subjects was inevitable. Altogether, 6 new subjects were added in the proposed revised curriculum structure.

The first Board of Studies meeting of the Department of Business Department was fruitful and the members of the BOS are hopeful that the College authority and the Academic council of the College will support in its effort to provide relevant and up-to-date curriculum to give advantage to the students as well as to raise the standard of the curriculum.

Recorded by


K. Zubemo Humtsoe
Director and Chairman of
The Board of Studies
Department of Business Administration
St. Joseph's College Autonomous, Jakhama



Department of Commerce
St. Joseph's College (Autonomous) Jakhama

Minutes of the Board Of Studies (BOS) Meeting

The First Meeting of the Board of Studies was held on 9th February, 2019 at 10.00am in the Department office of Commerce.

Mrs. Thejanuo Fidelia, HoD., presented the draft syllabus on the course structure prepared by the staff based on UGC course structure and the syllabus for common discussion, modification, and finalization which will be presented in the Academic Council. A copy of the course structure as approved by the BUGS is attached with this. The approved course structure is in accordance to the UGC pattern of syllabus.

Accordingly the syllabus contains:

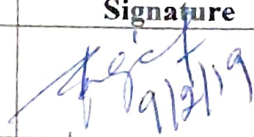

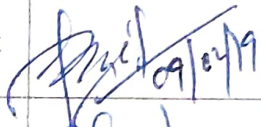

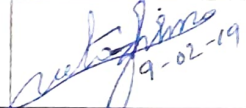
1. 14 Core Courses of 6 credits each with a total of (14papers x 6 credits) 84 credits of the core courses.
2. 2 Ability Enhancement Compulsory Courses with 2 Credits each (2 papers x 2 credits) a total of 4 credits.
3. 2 Skill Enhancement courses with 2 credits each (2 papers x 2 credits) a total of 4 credits.
4. 4 Discipline Specific Elective Courses with 6 credits each (4 papers x 6 credits) a total of 24 credits.
5. 4 Generic Elective Courses with 6 credits each (4 papers x 6 credits) a total of 24 credits.
6. The course will carry a total of 140 Credits.

Modifications made to the syllabus:

BCH-6.2 Indirect Tax Law (Discipline Specific Elective Courses with 6 credits) was modified with the Goods and Service Tax Law (GST). The syllabus as approved by the member of the BUGS is attached.

Further, the approval of the course structure, its contents of the syllabus taking into account each units of the syllabus was presented by the HoD through power point and after thorough discussions and necessary modifications was finalized for presentation in the Academic Council meeting. The meeting ended at 3.00pm.

The following members were present for the First Board of Studies meeting:

	Name	Designation	Signature
1	Mrs. THEJANUO FIDELIA	HoD. (Chairman)	 9/2/19
2	Mr. MOATEMSU	Faculty member of the Department	 9/2/19
3	Mr. MOATANGIT LONGKUMER	Faculty member of the Department	 09/02/19
4	Mr. TEMSUKUMZUK PONGEN	Faculty member of the Department	 09/02/19
5	Mr. VETO VICTOR ZHIMO	Faculty member of the Department	 9-02-19



Jakhama
9th February, 2019



(THEJANUO FIDELIA)
Head & Chairperson (BOS)
Department of Commerce
St. Joseph's College (Autonomous)
Jakhama Department of Commerce
St. Joseph's College Jakhama (Autonomous)

Department of Commerce
St. Joseph's College (Autonomous) Jakhama

NO.SJCA/COM-19/BOS/01

Dated: 09.02.19

NOTIFICATION

A meeting of the Board of Studies in Commerce among the local Board members is hereby convened on 9th Feb., 2019 at 11.00 am in the Office of the Department of Commerce, St. Joseph's College (Autonomous), Jakhama.

Agenda

1. Modification and Finalization of Course Structure and Syllabus for Under Graduate Studies in Commerce.

All the Members are kindly requested to attend the meeting.



Yours Sincerely

[Handwritten Signature]
9/2/19
(THEJANUO FIDELIA)
Head & Chairperson (BOS)
Department of Commerce
St. Joseph's College (Autonomous)
Jakhama

HOD
Department of Commerce
St. Joseph's College (Autonomous)
Jakhama

Copy to:

1. Mrs. THEJANUO FIDELIA
2. Mr. MOATEMSU
3. Mr. MOATANGIT LONGKUMER
4. Mr. TEMSUKUMZUK PONGEN
5. Mr. VETO V ZHIMO
6. Office Copy

Department of Commerce
St. Joseph's College (Autonomous) Jakhama

Minutes of the 2nd Board Of Studies (BOS) Meeting

The Meeting of the Board of Studies was held on 9th July, 2019 at 11.00am in the College Conference Hall. Mrs. Thejanuo Fidelia Chairperson of the Board of Studies convened the meeting. Mr. Temsukumzuk Pongen, faculty member of the Board invoked God's blessings on the meeting.

The agenda for the meeting are:


1. Confirmation of the minutes of the last Board of Studies meeting.
2. Restructuring of Course Structure and Syllabus for Under Graduate Studies in Commerce.
3. Review of the Progress of the ongoing First Semester under CBCS (B.COM)
4. Any other suggestions and Feedbacks.

Working of the meeting:

1. The minutes of the last Board of Studies meeting were passed.
2. On the advice of the University Nominee Prof. Dr. N. Martina Solo, the following modification were made to the syllabus:
 - a. Uniform system of syllabus- all the papers were uniformly divided into 5 units each.
 - b. Modification was made to the contents of BCH-1.1; BCH-1.2; BCH-2.2; BCH-2.4; BCH-3.2; BCH-3.3; BCH-3.5; BCH-4.4; BCH-4.5; BCH-5.1; BCH-5.2; BCH-5.3; BCH-6.1; BCH-6.3
3. The Progress of the ongoing First Semester under CBCS (B.COM was reviewed as satisfactory).
4. Any other suggestions and Feedbacks-
 - a. The University Nominee suggested for a future revision of the present syllabus and suggested that Financial Accounting to be introduced as a Generic paper from the next academic session.
 - b. English paper and economics papers maybe introduced in the future as compulsory papers.

A copy of the course structure, contents of the syllabus taking into account each units of the syllabus after thorough discussions and necessary modifications was finalized and the same as approved by the BOS is attached. The meeting ended at 3.00pm.




(THEJANUO FIDELIA)
Head & Chairperson (BOS)
Department of Commerce
St. Joseph's College (Autonomous) Jakhama
HOD
Department of Commerce
St. Joseph's College Jakhama (Autonomous)

Department of Commerce
St. Joseph's College (Autonomous) Jakhama

BOARD OF STUDIES MEETING

	Name	Designation	Signature
1	Mrs. THEJANUO FIDELIA	HoD. (Chairman)	<i>[Signature]</i> 9/7/19
2	Dr. N. MARTINA SOLO	Associate Professor Nagaland University (Vice Chancellor Nominee)	<i>[Signature]</i> 9/7/19
3	Mr. MOATEMSU	Faculty member of the Department	<i>[Signature]</i> 9/7/19
4	Mr. MOATANGIT LONGKUMER	Faculty member of the Department	<i>[Signature]</i> 9/7/19
5	Mr. TEMSUKUMZUK PONGEN	Faculty member of the Department	<i>[Signature]</i> 9/7/19
6	Mr. VETO V ZHIMO	Faculty member of the Department	<i>[Signature]</i> 9-0-19
7	Dr. Sr. RANIT	Vice Principal (Academic Affairs)	<i>[Signature]</i> 9/7/18
8	Mrs. IMKONGYALA SEKHOSE	Faculty member (subject expert Environmental Studies)	<i>[Signature]</i> 9/7/2019
9	Mr. MOIRANGTHEM GOPIRAMAN SINGH	Faculty member (subject expert Computer)	<i>[Signature]</i> 09/07/2019

Jakhama

9th July, 2019



(THEJANUO FIDELIA)

Head & Chairperson (BOS)

Department of Commerce

St. Joseph's College (Autonomous)
 Jakhama
 Department of Commerce
 St. Joseph's College Jakhama (Autonomous)

Department of Commerce

St. Joseph's College (Autonomous) Jakhama

NO.SJCA/COM-19/BOS/01

Dated: 05.07.19

NOTIFICATION

A meeting of the Board of Studies in Commerce is hereby convened on 9th July, 2019 at 11.00 am in the Conference Hall, St. Joseph's College (Autonomous), Jakhama.

Agenda

1. Confirmation of the minutes of the last Board of Studies meeting.
2. Restructuring of Course Structure and Syllabus for Under Graduate Studies in Commerce.
3. Review of the Progress of the ongoing First Semester under CBCS (B.COM)
4. Any other suggestions and Feedbacks

All the Members are kindly requested to attend the meeting. The outstation members will be paid TA/DA as per the College Rule.



Yours Sincerely

Thejanuo Fidelia
05/07/19
(THEJANUO FIDELIA)
Head & Chairperson (BOS)
Department of Commerce
St. Joseph's College (Autonomous)
Jakhama

Copy to:

1. The Principal, SJC(A)
2. The Vice Principal (Acad.), SJC(A)
3. Dr. N. Martina Solo, Nagaland University Nominee
4. The Administrator, SJC(A)
5. Members Concerned
6. Office Copy

Meeting minutes

Department of Botany

Date: 30th Nov 2018

Time: 12.30 noon

Faculty members who attended the meeting: Mrs Payal Bose (HOD)

Mrs Visiehuno Rosa

Ms Neithogunuo Angela Belho

Ms Kumari Asha Singh

Agenda: Meeting regarding changes to be made to the UGC syllabus for the Department of Botany

Discussions: The department of botany had a sitting in which some necessary changes were made to the syllabus as per the UGC guidelines which gives allows changes up to 20%.

In the meeting certain changes were made to the topics in the core course papers however the no. of papers remains the same which is 14, as they are compulsory papers. The following papers for the core course are:

1. Algae and Microbiology
2. Biomolecules and cell Biology
3. Mycology and Phytopathology
4. Archegoniate
5. Morphology and Anatomy
6. Economic Botany
7. Basics of Genetics
8. Molecular Biology
9. Plant Ecology and phytogeography
10. Plant systematics
11. Reproductive Biology of Angiosperms
12. Plant Physiology
13. Plant Metabolism
14. Plant Biotechnology

Four Generic papers out of nine were selected namely,

1. Plant Ecology and Taxonomy,
2. Plant Anatomy And Embryology,
3. Plant Physiology and Metabolism and
4. Economic Botany and Biotechnology

Four papers were selected for the DSE course:

1. Plant Breeding
2. Natural Resource Development
3. Horticulture Practices and Post-Harvest
4. Biostatistics

Two papers were selected for SEC:

1. Mushroom Culture Technology
2. Herbal Technology

Two mandatory AEC are:

1. English Communication
2. Environmental Science

Conclusion: The above papers were selected and finalised along with some changes in the topics of each paper. In some papers some new topics were added. All the topics were compiled in five units of each paper for the convenience in setting up the question paper for the exams.

Payal Bose
Mrs. Payal Bose
HOD

H.O.D
Department of Botany
St. Joseph's College (A) Jakhama
St. Joseph's College (Autonomous) Jakhama

Report on the approval of syllabus for the Department of Botany, St. Joseph's college (Autonomous) Jakhama:

As per the requirement, the Head of the Department of Botany, Mrs Payal Bose through telephonic conversation and email correspondence contacted Dr. Talijungla (University Nominee), Department of Botany, Nagaland University, on the 15th of February 2019. The Department of Botany, St. Joseph's college, Jakhama had a meeting prior to the contact with Dr. Talijungla and made necessary changes to the UGC syllabus as per the UGC guidelines.

The proposed syllabus was then forwarded to Dr. Talijungla via email due to time constrain. After going through the syllabus Dr. Talijungla gave her valuable advice and approval of the proposed syllabus on 18th of February 2019.

We received a suggestion from Madam Dr Talijungla to include Ethnobotany or Food microbiology the next time we revise the syllabus instead of mushroom cultivation. for the rest of the syllabus we received the approval.

The copy of the email conversation is attached below.



Request letter regarding the Botany syllabus for St. Joseph's college (Autonomous)

fairyt01 <shikapayal@gmail.com>
To: lkr.talijungla@gmail.com

Fri, 15 Feb 2019 at 19:25

Dear Ma'am Dr. Talijungla,

As the meeting with the members of the Academic council from the university is scheduled on 18th February 2019 in our college, we have taken the liberty to download the UGC syllabus for Botany and as per the provisions of UGC guidelines, we have made certain changes in the syllabus. I therefore request your esteemed authority to kindly go through the syllabus and give us your very valuable feedbacks as well as approval. I sincerely apologise for this inconvenience.

Members of the Academic Council:

1. Prof. S.K Sharma, Dean, SET, Nagaland University Dimapur
2. Prof. Buno Zetsuvi., Dept. of Education, Nagaland University, Merima Campus, Nagaland.
3. Prof B.V Rao, Dept. of Geology, Nagaland University, Merima Campus.


We would be very grateful for your time and consideration and look forward for your contribution.

I have attached herewith a copy of the Botany syllabus with the changes which we have made.

Thanking you.

Yours sincerely,

Mrs Payal Bose
HOD
Department of Botany
St. Joseph's College (Autonomous)
Jakhama

 Final Syllabus of Botany n.pdf
960 KB

Talijungla Lkr <lkr.talijungla@gmail.com>
To: fairyt01 <shikapayal@gmail.com>

Sat, 16 Feb 2019 at 23:06

Dear Madam,

I have gone through the syllabus, it has prepared as per UGC guidelines, you may go ahead and get it done during the Academic Council meeting. If any revision you need in future, you can always do after three years.

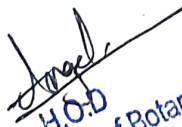
In your next revision, instead of Mushroom cultivation, the department can offer either Ethnobotany or Food Microbiology which may help students in their future research. These have great applied value. The rest you go ahead.

With regards
Dr. Talijungla


Mrs Payal Bose
HOD

Department of Botany

St. Joseph's College (Autonomous), Jakhama


H.O.B
Department of Botany
St. Joseph's College (A) Jakhama

BOTANY

List of 6 Professors from different Universities.

Sl.No	Name	Designation	University	Contact details
1.	Dr. Temjenwabang		Kohima Science College	
2.	Prof. N.K Churungoo		NEHU	
3.	Dr. Akok		Model Christian College	
4.	Mr. P Tiatemsu		Fazl Ali Collge	
5.	Prof. H Kayang		NEHU	
6.	Prof. Chaturvedi		Nagaland University	

List of 2 Professors.

Sl.no	Name	Designation	University	Contact Details
1.	Prof. A. K. Mishra	Professor	NEHU	
2.	Dr. Jimmy Y Yomnam	Asst. Prof	Cotton University	

Angel

H.O.D
Department of Botany
St. Joseph's College (A) Jakhama

DEPARTMENT OF BOTANY
ST. JOSEPH'S COLLEGE (AUTONOMOUS) JAKHAMA
BOARD OF STUDIES MEETING (BOS)

Venue: Department of Botany (Science Block)

Time-10:30 a.m

The meeting for the Board of Studies was called on 2nd August, 2019, wherein Dr. Talijungla Ao, Associate Professor, Nagaland University, Department of Botany was invited for the deliberation and approval of the new CBCS syllabus at St. Joseph's College (Autonomous), Botany Department (Science Block), Jakhama. The meeting was chaired by Ms. Neithongunuo Angela Belho, Assistant Professor, H.O.D of Botany Department.

The meeting began with an invocation by Mrs. Imkongyala Sekhose followed by welcome address by Ms. Neithongunuo Angela Belho and introduction by the staff of Botany Department.

Deliberation of the new CBCS syllabus.

- Discussion of CBCS syllabus began with Dr. Talijungla Ao advising on the restructuring of syllabus, if any to be made after 3 years as given by the UGC guidelines.
- On the topic of skill enhancement, it was advised that students should be given the choice to choose from the given topics along with a 2nd option.
- Based on their scores, students will be allotted their skill enhancement topic if majority of them opt for the same topic.
- Due to the absence of a food microbiologist, it was advised to be taken up if a specialist is present in the near future.
- Certain changes in the name of the topics were discussed in skill enhancement course after the next revision (i.e. after 3 years) such as Herbal Technology, as it includes a much broader term and therefore, studies related to locally available medicinal plants are to be considered.

- On mushroom culture, the word cultivation could be more appropriate wherein, the house unanimously decided on edible mushroom both cultivated as well as wild edible mushrooms.
- Changes in the next revision on the names of mushrooms specified in the present syllabus such as few edible mushrooms in India.
- An ethnobotanical study was highly recommended for skill enhancement course.
- Due to 2 credits in skill enhancement course, the house decided that demonstrations, self help groups, student's field trip or PowerPoint presentation or any method related to the course could be considered for further development of the student.
- In core course 1 it was also advised to restructure the name of the paper, stressing on viruses and bacteria in microbiology i.e. Phycology and Microbiology (Viruses and Bacteria).
- On deliberation of Generic eclectics, it was advised that some units/topics can be similar with core courses but its entirety is not recommended.
- Evaluation with other college syllabus such as Kohima Science College and Patkai Christian College were also deliberated where, Patkai Christian College and St. Joseph's College (Autonomous) Jakhama had the same credit points (140 credits).
- Credits given within the guidelines of UGC should not be exceeded.
- Justification required or should be accompanied on why a unit or topic was added or deleted.
- Assessment of students throughout the semester was highly advised.
- Dr. Talijungla gave a word of encouragement and approved the new CBCS syllabus.
- The meeting ended with a vote of thanks by Mrs. Payal Bose.
- The meeting ended at 11:45 A.M.

Submitted by

Julia
22/8/19
Ms. Thejaswini Julia Kirha
Assistant Professor
Department of Botany
St. Joseph's College (Autonomous) Jakhama

Angel
22/8/19
H.O.D.
Dept. of Botany
St. Joseph's College, Jakhama



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12) 94029936452

Ref. No.....

Date:

Dear Madam,

I have gone through the syllabus with the faculties of the Department of Botany, St. Joseph's College (Autonomous) Jakhama in the Board of Studies Meeting on 2nd August, 2019. It has been prepared as per UGC guidelines. The Department can go ahead and get it done during the Academic Council Meeting. If any revision you need in future you can always do after three years. The rest you can go ahead.

Yours Sincerely,

As 2.8.19
Dr. Talijungla
Associate Professor
Department of Botany
Nagaland University
Lumami Campus

**St. Joseph's College (Autonomous), Jakhama
Department of Botany
Board of Studies meeting**

Date: 2/08/2019

Venue : Department of Botany(Science Block)

Time : 10:30 a.m

Chairman : Ms. Neithongunuo Angela Belho

Secretary : Dr. Thejasenuo Julia Kirha

Order of the Programme

Invocation : Mrs. Imkongyala Sekhose

Welcoming and Introduction : Ms. Neithongunuo Angela Belho

Discussion on the new CBCS syllabus

Vote of Thanks: Mrs. Payal Bose

*****LUNCH*****

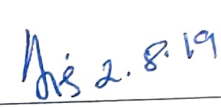
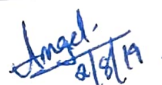
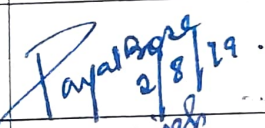
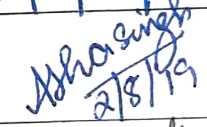
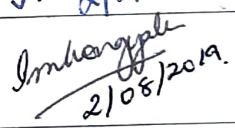
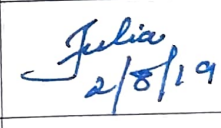
St. Joseph's College (Autonomous), Jakhama
Department of Botany

Board of Studies Meeting

Date: 02/08/2019

Time: 10:30 a.m

Venue: Department of Botany
(Science Block)

Sl.no	Name	Designation	Signature
1.	Dr. Talijungla	Associate Professor, Dept. Of Botany; Nagaland University (University Representative)	 2. 8. 19
2.	Ms. Neithongunuo Angela Belho	HOD (Chairman), Dept. Of Botany. St. Joseph's College (Autonomous) Jakhama	 2/8/19
3.	Mrs. Payal Bose	Assistant Professor, Dept of Botany. St. Joseph's College (Autonomous) Jakhama	 2/8/19
4.	Ms. Kumari Asha Singh	Assistant Professor, Dept. Of Botany. St. Joseph's College (Autonomous) Jakhama	 2/8/19
5.	Mrs. Imkongyala Sekhose	Assistant Professor (EVS), Dept of Botany. St. Joseph's College (Autonomous) Jakhama	 2/08/2019
6.	Dr. Thejasenuo Julia Kirha	Assistant Professor, Dept. Of Botany. St. Joseph's College (Autonomous) Jakhama	 2/8/19
7.			



Invitation for Board of Studies meeting on 2nd August, 2019.

1 message

Neithongunuo Angela Belho <angebelho@gmail.com>
To: lkr.talijungla@gmail.com

Mon, 22 Jul 2019 at 18:40

To,
Dr. Talijungla
Associate Professor and Head
Department of Botany
Nagaland University, Lumami

Dear Madam,

I on behalf of the Department of Botany, St. Joseph's College (Autonomous) Jakhama, would like to invite you to the Board of Studies meeting at the Department of Botany, St. Joseph's College (Autonomous) Jakhama on the 2nd of August, 2019 at 10:30 a.m.

The meeting has been called for detail deliberation and approval of the new CBCS syllabus. Therefore, it would be very kind of you if you could avail yourself from your busy schedule and visit us to have a sitting with the faculty members of the said department.

Hard copy of the same invitation letter will be posted to you shortly.

Thanking you.

With Regards
Neithongunuo Angela Belho
Head of Department (HOD)
Department of Botany
St. Joseph's College (Autonomous)
Jakhama.

**REPORT OF BOARD OF STUDY MEETING
DEPARTMENT OF CHEMISTRY
ST. JOSEPH'S COLLEGE (AUTONOMOUS), JAKHAMA**

First meeting was held on 17th February 2019 and Dr. Tavishe Phucho (University representative) suggested some changes in the syllabus regarding the subject code.

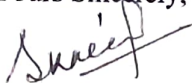
Second meeting was held on first July and Dr. Tavishe mentioned that syllabus is well designed and updated topics/papers are also incorporated. Dr. Tavishe clearly said in the meeting that this syllabus will be very helpful for the students since project work is added for skill enhancement course. Dr. Tavishe also suggested that content should be reflected on the first page of the syllabus. Dr. Tavishe appreciated the format of the syllabus.

Dr. Tavishe met Principal and talked about for DST project for the staff. Principal Rev. Fr. Dr. Sebastian Ousepparampil suggested Dr. Tavishe that this kind of Minor project can be done for students also and if university can step forward for that. Dr. Tavishe was also appreciating Principal regarding the minor project for students.

Herewith I am attaching the members who were present in the meeting.

Thanking you

Yours Sincerely,



Mr. Sanjib Katuwal

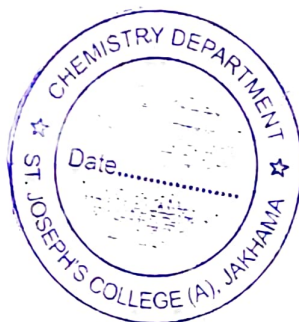
Asst. Prof.

St Joseph's College, Jakhama

H.O.D.

Dept. of Chemistry

St. Joseph's College, Jakhama



BOARD OF STUDY MEETING

Department of Chemistry

St. Joseph's College (Autonomous), Jakhama

Department Of Chemistry, St. Joseph's College (Autonomous), Jakhama held its Board of study meeting on 1st July 2019 in the department office with Dr. Tovishe Phucho, Nagaland University, Lumami (University representative). Following members were present in the meeting.

1. Dr. Tovishe Phucho

[Signature]
11/07/19

2. Mr. Madovi David (H.O.D)

[Signature]
11/7/19

3. Mr. Sanjib Katuwal

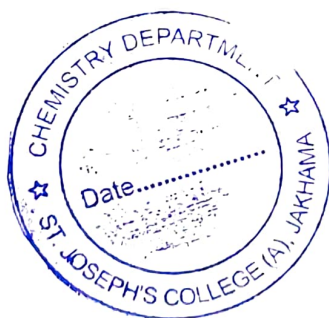
[Signature]
01/07/19

4. Mr. Sanio David

[Signature]
01/07/19

5. Mr. Dugailung Bruno

[Signature]
01/7/19



CHEMISTRY

List of 6 Professors:

Sl. No.	Names	Designation	University	Contact details
1.	Prof. M. Indera Devi	Professor	Nagaland University	8575129976 cam_indira@yahoo.co.in
2.	Dr. Dipak Sinha	Professor	Nagaland University	dipaksinha@nagalanduniversity.ac.in
3.	Dr. Upasana Bora Sinha	Asstt. Professor	Nagaland University	9436006754 upasana@nagalanduniversity.ac.in
4.	Dr. I Tovishe Phucho	Asst. Professor	Nagaland University	9436066089 itphucho@nagalanduniversity.ac.in
5.	Dr. M. Pravakar	Asst. Professor	Nagaland University	9862516515 mprabhakar@nagalanduniversity.ac.in
6.	Dr. Nurul Alam Choudhury	Asst. Professor	Nagaland University	9862537131 nachoudhury@nagalanduniversity.ac.in

List of 2 Professors:

:

Sl.No	Names	Designation	University	Contact details
1.	Prof. Chira R. Bhattacharjee	Professor	Assam university	9435175671 crbhattacharjee@rediffmail.com
2.	Prof. Nashreen S. Islam	Professor	Tezpur University	nsi@tezu.ernet.in

Department of Economics
St. Joseph's College, Jakhama

Board of Studies (Composition)

1. Chairman: Mrs. Loreni Yanthan, (Head of the Department- Proposed)

2. Faculty members of the Department

- a) Dr. Philomin Raj
- b) Dr. Khriemenuo Pusa
- c) Mr. Kelengol Neikha
- d) Mr. Saju Mathew

3. Two Subject Experts from outside the parent university

a) Dr. Komol Singha, Associate Professor and Head, Department of Economics, Sikkim University, Sikkim
Mob. 7550869798
E-mail : ksingha@cus.ac.in

b) Dr. Maongtoshi, Assistant Professor and Head, Department of Economics, St. Joseph's University, Dimapur, Nagaland
Mob. 9612096019
Email. maongtoshi76@gmail.com

4. Vice- Chancellor's Nomine (One from Six)

a) Dr. Giribabu M., Assistant Professor, Department of Economics, Nagaland University
Mob. 09862195552,
Email. girihcu@gmail.com

b) Prof. B. Kilangla Jamir, Department of Economics, Nagaland University
Mob. 09436006460
Email. kilangla_Jamir@yahoo.com

c) Dr. Zarenthung Ezung, Associate Professor, Department of Economics, Nagaland University
Mob. 09436016413
Email. tzars@rediffmail.com

d) Dr. Temjenzulu Jamir, Associate Professor and Head, Department of Economics, Nagaland University
Mob. 09436607038
Email. t08july@gmail.com

e) Prof. Mithilesh Kumar Sinha, Department of Economics, Nagaland University

Department of Economics
St. Joseph's College (Autonomous) Jakhama

Minutes of the Board of Undergraduate Studies (BUGS) Meeting

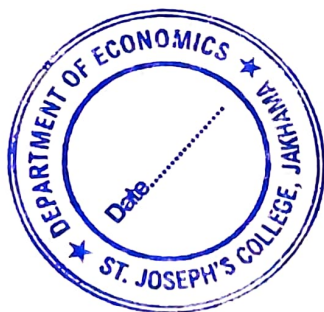
First Meeting of the Board of studies was held on 7th February, 2019 at 1.00 pm in the college Conference Hall. The following members were present in the meeting.

1. Saju Mathew, HoD. (Chairman)
2. Mrs. Loreni Yanthan, Faculty member of the Department
3. Mr. Kelengol Neikha, Faculty member of the Department
4. Dr. Khriemenuo Pusa, Faculty member of the Department
5. Dr. Fr. Philomin Raj, Faculty member of the Department

Mr. Saju Mathew, HoD., presented the draft syllabus and the course structure prepared by the staff based on UGC course structure and the syllabus for common discussion, modification, and finalization which will be presented in the Academic Council. A copy of the course structure approved by the BUGS is attached with this. This course structure is in the same pattern of the UGC syllabus. Accordingly there will be 14 core courses and each paper will carry 6 credits each which mean a total of (14 papers × 6 credits) 84 credit for the core courses. There will be two ability enhancement compulsory courses each paper carries two credit each which means (2papers × 2credit) a total of 4 credits. Two skill enhancement courses will be there with each paper carrying two credit each (2papers × 2credit) and a total of four credit for skill enhancement courses. There will be four discipline specific elective which can be chosen from a pool of papers given and each paper will carry six credit each and a total of 24 credit. The Generic Elective papers will be inter disciplinary. Economics students can choose four papers (generic elective) from any other discipline and not from economics itself. Each generic elective paper will carry 6 credits each and a total of 24 credits. So the course will carry a total of 140 credits. Students from other departments can choose economic generic elective papers.

After the approval of course structure, syllabus of each paper was presented one by one with the help of power point and after the discussion and necessary modification each paper was finalized for the presentation in the Academic council meeting. For the uniformity of all the papers it was unanimously decided to make all the papers (six credits) with four chapters and each chapter carries 25 marks each. The meeting was ended by at 2. 40 pm.

Jakhama
7th February, 2019



HOD
Department of Economics
St. Joseph's College (A)
Jakhama

Saju Mathew
Head, Dept. of Economics

St. Joseph's College (Autonomous) Jakhama
Choice Based Credit System (CBCS)
Economics Honours
Course Structure

Semester	Core Course (14)	Ability Enhancement Compulsory Course (2)	Skill Enhancement Course (2)	Discipline Specific Elective (4)	Generic Elective (4) (Inter Disciplinary)	Credit
I	BA/ECO/CC-101: Introductory Microeconomics	English			BA/ECO/GE:101: Introductory Microeconomics	20
	BA/ECO/CC-102: Mathematical Methods for Economics-I					
II	BA/ECO/CC-203: Introductory Macro Economics	Environmental Science			BA/ECO/GE: 202: Introductory Macroeconomics	20
	BA/ECO/CC-204: Mathematical Methods for Economics-II					
III	BA/ECO/CC-305: Intermediate Microeconomics-I		BA/ECO/SEC-301: Data Analysis		BA/ECO/GE: 303: Indian Economy-I	26
	BA/ECO/CC-306: Intermediate Macroeconomics-I					
	BA/ECO/CC-307: Statistical Methods for Economics					
	BA/ECO/CC-408: Intermediate Microeconomics-II		BA/ECO/SEC-402: Working with Advance Excel		BA/ECO/GE:404: Indian Economy-II	26
	BA/ECO/CC-409: Intermediate Macroeconomics-II					
	BA/ECO/CC-410: Introductory Econometrics					
V	BA/ECO/CC-511: Indian Economy-I			BA/ECO/DSE-501 (vi) Money and Financial Markets		24
	BA/ECO/CC-512: Developmental Economics-I			BA/ECO/DSE-502 (vii) Public Economics		
VI	BA/ECO/CC-613: Indian Economy-II			BA/ECO/DSE-603 (xii): Environmental Economics		24
	BA/ECO/CC-614: Developmental Economics-II			BA/ECO/DSE-604(xiii): International Economics		
Credit	14×6 =84	2 ×2 =4	2× 2 = 4	4 ×6 =24	4 ×6 = 24	140

Department of Economics
St. Joseph's College (Autonomous) Jakhama

Minutes of the Board of studies Meeting

Second Meeting of the Board of studies was held on 22nd June 2019 at 10.00 am in the college Conference Hall. The following members were present in the meeting.

1. Saju Mathew, HoD. (Chairman)
2. Dr. Zarenthung Ezung, HoD, Dept. of Economics, Nagaland University (Vice Chancellor's Nomine)
3. Dr. Maongtoshi, HoD, Dept. of Economics, St. Joseph's University, Dimapur, Nagaland.
4. Mr. Praveen Patrick Dukpua, Assistant Professor, St. Joseph's University, Dimapur, Nagaland (Alumnus)
5. Mr. Vingore Neikha, Territory Manager, Bharti Airtel LTD. Tuensang, Nagaland (Representative from Industry)
6. Mrs. Loreni Yanthan, Faculty member of the Department
7. Mr. Kelengol Neikha, Faculty member of the Department
8. Dr. Khriemenuo Pusa, Faculty member of the Department

In the meeting Mrs. Loreni Yanthan invoked the God's blessing for the success of the meeting. Mr. Kelengol Neikha, welcomed the participants of the Board of studies meeting. After the welcome address Mr. Saju chaired the session. Since many of the board of study members could not attend the first BUGS meeting Mr. Saju Mathew, Head of the Department first explained the course structure. Then the syllabus which was approved by the Academic council was presented paper by paper and received members feedbacks, suggestion and opinions about the syllabus. Dr. Zarenthung Ezung, HoD, Dept. of Economics, Nagaland University, suggested that since most of the students are not from mathematics background, econometric paper (Core course) can be made as discipline specific elective paper and in that place one paper from discipline specific elective can be introduced as core course with the approval of the next academic council meeting. Then other members also made certain suggestions and minor modifications which was noted down by Mrs. Loreni Yanthan. The suggested changes will be presented in the next academic council for the approval. At 12 noon meeting was concluded with words of gratitude from the Head of the Department. The meeting was followed by lunch for all the members.

Jakhama
22nd June, 2019



HOD
Department of Economics
St. Joseph's College (A)
Jakhama

Saju Mathew
Head, Dept. of Economics



HOD
Department of Economics
St. Joseph's College (A)
Jakhama



13
BOD report

1st Board of Studies Meeting - Feb -

Department of Education

St. Joseph's College(Autonomous), Jakhama

Meeting Minute:

Date: 15 - 02 - 2019

1. The meeting started at 4: 00 p.m. at Dr.Limala's (NU Nominee) residence.
2. All the faculty of the Department: Ms Vilavonuo Maria Kulnu, Ms Tiamongla and Ms Kezienguno along with Dr.Limala were present for the meeting.
3. The main agenda of the meeting was to discuss about the new CBCS syllabus.
4. Ms.Vilavonuo Maria Kulnu (HOD) introduced and highlighted about the new CBCS syllabus prepared.
5. The board members went through the syllabus prepared and Dr.Limala (N.U. nominee) suggested some minor changes to be made with relevance to the local needs.
6. The meeting concluded with note of thanks from Ms.Tiamongla.

Thank You

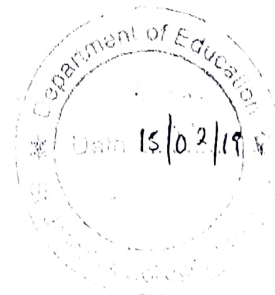
Ms. Vilavonuo Maria Kulnu
15/02/19

Ms.Vilavonuo Maria Kulnu

HOD

Department of Education

St. Joseph's College (Autonomous), Jakhama



H.O.D.
St. Joseph's College (Autonomous)
Jakhama

To whom it may concern

As per the UGC guidelines of the CBCS syllabus structure prepared by the Department of Education, St. Joseph's College (Autonomous) Jakhama, I have gone through it in a meeting along with the HOD and faculties of the Department. I have made some necessary minor changes, other than that there is no problem. Therefore I accept and approve the syllabus and the department can go ahead with the syllabus.

Wishing the best for the Department

Handwritten signature
15/02/19

Miss Vilavonuo Maria Kulnu
HOD, Department of Education

Handwritten signature
15/02/19

Miss Tiamongla
Assistant Professor

Handwritten signature
15/02/19

Miss Rezienguno
Assistant Professor

Handwritten signature
15/02/19

Dr. Limala

Professor, Department of Education

Minutes of the Board of Studies Meeting: Department of English

Another meeting of the Board of Studies of the department of English was held on 7th June, 2019 at 12:40 pm in the departmental office. The following members were present:

- | | | |
|--------------------------|---|----------|
| 1. HoD | : | Chairman |
| 2. James H.K | : | Member |
| 3. Zulusenla Jamir: | | Member |
| 4. Tekalemla Longchar: | | Member |
| 5. Rosalind Ngullie: | | Member |
| 6. Tainla Longchar: | | Member |
| 7. Jasietsono Josephine: | | Member |
| 8. Neizosie-o Rhutsu: | | Member |
| 9. Khriebuno Nagi: | | Member |
| 10. Khrietho Sale: | | Member |
| 11. Wede-u Mero: | | Member |

The following decisions were arrived at during the meeting. As and when time comes for setting of the semester end exams, the following pattern of questions will be in place:

1. For the Core Courses, there will be four (4) questions of 14 marks and two (2) questions of 7 marks. There will be options for each of these questions and each unit will carry equal value of marks. Internal carries total of 30 marks out of which 13.5 will be pass mark and External carries total of 70 marks out of which 31.5 will be pass marks.
2. For the Ability Enhancement and AE Skill Based courses the total marks of 50 will be divided into two portions: 15 marks for internal out of which 8 will be the pass marks. 35 marks will be external out of which 18 will be the pass marks. The question will consist following: a. Very short type (1X3=3). b. Short Question type (3X3=9). c. Moderate question (6X3=18). D. Descriptive type (10X2=20) Total: 50 marks.
3. For Discipline Specific Elective courses, the question pattern and marks distribution will remain the same as that of Core Courses. Internal carries total of 30 marks out of which 13.5 will be pass mark and External carries total of 70 marks out of which 31.5 will be pass marks.
4. And as for the Generic Elective papers, the distribution of Internal and External marks will remain the same as that of Core Course papers and Discipline Specific papers i.e. External: 70 and Internal: 30 out of which 31.5 and 13.5 will be the pass marks respectively.

Entered by Mr. James H.K
Out-going HOD
Department of English



HEAD
DEPARTMENT OF ENGLISH
St. Joseph's College (A), Jakhama



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12) 9402993642

Ref. No.....

Date:

20 JUN 2019

20th June, 2019

To
The Members
Board of Studies, Department of English
St. Joseph's College (Autonomous)
Jakhama, Nagaland

Subject: Meeting of the Board of Studies (Department of English)

Dear All,

The Department of English, St. Joseph's College (Autonomous), Jakhama has scheduled the important meeting of the Board of Studies on 24th June, 2019 (Monday) at 12:30 pm at the college Conference Hall.

Therefore, it is our honour to invite you to this important meeting for review and finalization of the new CBCS syllabi.

Thanking you in anticipation,

Sincerely yours,

Fr. Dr. Sebastian Ousepparampil

Principal
St. Joseph's College

PRINCIPAL
St. Joseph's College
Jakhama : Nagaland



Enclosure: List of the members

Minutes of the Board of Studies meeting for review:

The review meeting of the Board of Studies (Dept. of English) was convened on 24th June, at the Conference Hall at 12: 30 pm in the presence of the University Nominee (Subject Expert), Prof. Jano S Legiese. This meeting came in need of as the ball has been rolled into the court with the start of CBCS syllabi for the first Semester Students from the Academic session, 2019- 2020. The meeting started with the welcome note and presentation to Prof. Jano S Legiese. Then Fr. Dr. Joy led the invocation of God's presence for the programme.

The following discussions followed during the meeting:

1. Mr. James H.K (outgoing HOD) highlighted the contents of the CBCS syllabi, credits for each paper and contact hours.
2. Prof. Jano S Legiese raised the question on whether the 20% change in the syllabus can be done completely for one paper and further stated that there is no clear-cut instruction from the UGC. She agreed with the topics that the Dept. had adopted and suggested that there could also be inclusion of a literary theory paper like Post colonial theories and feminist theories. She was also of interest in the Research Methodology. She also was of the opinion that we could get in touch with Kohima Science College as they are the first college to implement CBCS syllabus in the college.
3. The house went ahead in discussing matters about marks distribution for two Credits papers and the enrollment of students from the other departments for the Generic Elective papers. James H.K remarked that for practical reasons, only the number of the department students can the Generic Elective papers be offered to the other students as well.
4. Mr. Jude pointed out the slight difficulty of setting the questions. HOD added that such difficulty came due to short span of time for class and early internal examinations which are conducted when not too many portions of the syllabus have been covered.
5. Further discussions and review shifted to how the students are coping up with the new syllabus particularly for the Core Courses. The house expressed that it is challenging for the teachers as well as for the students as the syllabus is new. Regarding Ability Enhancement paper, MmeZulusenla remarked that the students are coping up well. Regarding CC2, Ms. Tainla shared that since the students are so used to poems and stories, classical literature is a little taxing for the students.
6. Fr. Joy Thomas SVD highlighted the syllabus for MA English and stated that it has already been approved by the UGC. And Madam Jano suggested comparative studies, question pattern and its setting.
7. The meeting came to an end with the note from HOD that the Meeting of the Board of Studies has to happen at least once every semester to review and give suggestions as we are just starting and the members agreed to have the next meeting sometime in the month of October, 2019.





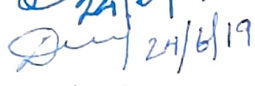

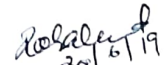



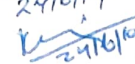


Attendance List attached:

Reported by
James H.K

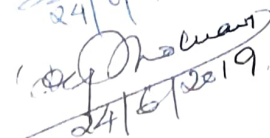


HEAD
DEPARTMENT OF ENGLISH
St. Joseph's College (A), Jakhama

Meeting of the Board of Studies: Dept. of English

Name	Designation	Signature with date
1. <u>Meribeni (HoD):</u>	<u>Chairman</u>	
2. Dr. Jano Tegiese:	NU Nominee (Expert)	
3. Dr. Ranit SABS:	VP (Academic Affairs)	
4. James H.K.:	Member	
5. Zulusenla Jamir:	Member	
6. Tekalemela Longchar:	Member	
7. Rosalind Ngullie:	Member	
8. Tainla Longchar:	Member	
9. Jasietsono Josephine:	Member	
10. Neizosie-o Rnutsu:	Member	
11. Khriebuno Nagi:	Member	
12. Khrietho Sale:	Member	
13. Wede-u Mero:	Member	

14. Fr. Joy Thomas (PG Section)





HEAD
DEPARTMENT OF ENGLISH
St. Joseph's College (A), Jakhama

ST. JOSEPH'S COLLEGE (AUTONOMOUS) JAKHAMA

Department of English

Motto: Explore Beauty in Art

BOARD OF STUDIES MEETING

Syllabus Revision

Date and Time

- 24th June, 2019
- 12:30 PM

Participants list

1. Prof. Jano S Legiese
2. Mr. James H K
3. Mrs. Zulusenla Jamir
4. Ms. Jasietsono Josephine Kuotsu
5. Ms. Rosalind Ngullie
6. Ms. Tekalemla Longchar
7. Ms. Tainla Longchar
8. Mr. Neizosie- O Jude
9. Ms. Wede-U Mero
10. Ms. Khriebuno Nagi
11. Mr. Khrietho Sale

Meeting Agenda

- Board of Studies (BOS) Meeting – Reviewed the newly introduced course curriculum and syllabi for English Course under Autonomous.

Decision taken

- Reviewed the current curriculum structure and proposed for inclusion of Literary Theory and Literary Criticism Paper in the new course.



HEAD
DEPARTMENT OF ENGLISH
St. Joseph's College (A), Jakhama

**DEPARTMENT OF HISTORY
ST. JOSPEH'S COLLEGE, AUTONOMOUS**

First Board of Studies Meeting

Date: 28/06/2019 Time : 11:00 AM Place : Conference Hall

Meeting Chairman : Zeneikho-o Pfukha
Secretary : Ms. Lucy Kamei

Order of the Programme

Invocation : Sr. Ancy

Introduction and Welcoming

Briefing of CBCS Syllabus

Changes make in Syllabus

Time for Subject Expert

Vote of thanks : Mr. Reimaya Muinao

***** LUNCH *****

Nzano
N2ANO KIKON
HOD

HoD
Department of History
St. Joseph's College (Autonomous)
Jakhama





DEPARTMENT OF HISTORY
ST. JOSEPH'S COLLEGE, JAKHAMA

KOHIMA: NAGALAND
P.O. No. 39 Pin - 797001

Ref. No.

Date 28/6/19

First Board of Studies Meeting.

Name

Signature.

1. Lucy Kamei
2. Zuehanbene Lapon
3. K.A. Jesso Phom
4. KETHOVIND CATHERINE
5. Dr. Aney SABS
6. NZANO KIKON
7. Dr. Aokumata Walling
8. Dr. Dr. Thronamma.
9. REIMAYA MUIWAD
10. SASIETHO

[Handwritten signatures corresponding to the list above]

[Handwritten signature]
NZANO KIKON



"Recall Refer Retell"

REPORT OF THE FIRST BOARD OF STUDIES MEETING

DEPARTMENT OF HISTORY

Time- 11.00 AM

Date- 28th June, 2019

Venue- Conference Hall, SJC

The meeting was chaired by Mr. Zeneikho Pfukha and with Ms. Lucy Karnei as the recording Secretary. It was attended by ten faculty members, the Principal, Fr. Dr. Sebastian Ousepparampil and Vice Principal, Sr. Dr. Ranit.

After the invocation by Sr. Ancy, there was a brief introduction of the Subject Expert, Dr. Aokumla Walling from the Nagaland University (Dept of History and Archaeology) and the faculty members. A brief speech was also delivered by the Principal, Fr. Dr. Sebastian Ousepparampil in which he emphasized on the relevance and importance of CBCS. He also talked about the importance of undertaking minor research works with the students as that can be beneficial for both students and teachers. The speech was followed by the briefing of the CBCS syllabus where discussions were made concerning the necessary changes and adjustments to be made.

THE MEETING MINUTES

1. Dr. Walling urged the faculty to add more specific topics to the first unit (Pre-History) of Paper II (Social Formations and Cultural patterns of the Ancient World)
2. It was also suggested that more specific topics had to be highlighted regarding Unit III of Paper II so that students will understand and prepare better.
3. Regarding HIS- 301 (History of India- III 750 -1206), it had been suggested that within the unit heading, specific topics had to be included to maintain uniformity and clarity instead of being vague.
4. From HIS- 302 (Rise of the Modern west- I), Unit V, Dr. Walling suggested the topic on Russia to be removed.
5. HIS- 402 (Rise of the Modern West-II) is opened to further changes.
6. With regard to HIS- 403 Political History of the Nagas, there are no changes required on the syllabus but Dr. Walling cautioned that there could be many new books and researches made, so it was advised that the faculty and the library is well updated.
7. With regard to Skill Enhancement Course, paper I (Understanding Heritage), Dr. Walling emphasized on making the syllabus and topics more 'Local-centric' and to put topics which are more in sync with Nagaland and her culture. It has been suggested that students are taught about the significance of conservation, preservation and protection so that an authentic study of our heritage and culture is made.
8. It had been agreed that Skill Enhancement Course Paper II (Archives and Museums) had to be restructured.
9. Regarding Discipline Specific Elective IX (History of Modern East Asia- I and II), Dr. Walling said she will discuss the papers and its contents with her colleagues at Nagaland University after which necessary changes or additions can be discussed.
10. With regard to Generic Elective Courses, Dr. Walling insisted that we maintain the 5 units pattern in all the papers.
11. From Generic Elective paper III, it was decided that the topic on 'Mewar' will be removed and will be replaced by the history of the Ahom kingdoms.
12. Dr. Walling urged the college to create a syllabus that will help the students for competitive exams and NET.
13. The importance of giving the Publisher and year of Publishing in the essential reading lists was made so as to be more professional and specific.

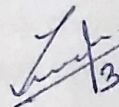
14. Dr. Walling emphasized on the necessity of revising and updating the syllabus and to discuss in faculty meetings. There are always rooms for change if it is beneficial and good for the students.

Towards the end of the meeting, Dr. Aokumla Walling made some important feedbacks and personal suggestions which are listed below -

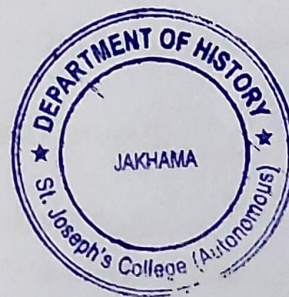
1. History as a practical subject should be treated beyond the syllabus and for that Seminars and workshops should be conducted from time to time.
2. To set up a Research Committee or a small Research Wing emphasizing on culture. A small team of teachers can take the in-charge for a period of time which can help the students and also the teachers in research and teaching.
3. The department's museum should reach a good standard for which the Nagaland University can also lend its help.
4. Giving of notes to students should be discouraged and they should be trained how to work by themselves and to develop the culture of reading and research. Giving of notes to students limits the students learning and have an adverse effect on them as they go for higher studies.
5. Importance of clearing NET and registering for Ph.D was stressed for the faculty members.

The meeting concluded with Mr. Reimaya Muinao giving the Vote of Thanks.

Reported by


3/07/19

Miss Lucy Kamei
Sessional Recording Secretary



DEPARTMENT OF HISTORY

Composition of board of studies

1. Head of Department/ Chairman : NZANO KIKON (*proposed*)
2. Faculty members of the Department :
 - i. Capt. REGINA RAZOUSINUO
 - ii. Mr. ZENEIKHO-O PFUKHA
 - iii. Ms. NZANO KIKON
 - iv. Sr. ANNIE
 - v. Ms. LUCY KAMEI
 - vi. Mr. REIMAYA MUINAO
 - vii. Mr. SASIETHO
 - viii. Ms. KETHOVINUO KULNU
 - ix. Ms. ZUCHANBENI LAPON
 - x. Sr. ANCY
 - xi. Mr. SENTILONG LONGCHAR
3. Two subject experts :
 - i. Dr. AVINUO CHUPUO
St. Joseph University, Dimapur
 - ii. Prof. BISWAJIT BARUAH
Dibrugarh University, Assam
4. One expert from panel of six recommended:
 - i. Prof. KETHOLESIE History & Archaeology, Miriema, NU
 - ii. Prof. Y. BEN LOTHAN "
 - iii. Prof. NEIVOTSO VENUH "
 - iv. Prof. TIATOSHI JAMIR "
 - v. Dr. ABENI ZUCHAMA History Department, Kohima Arts College
 - vi. Dr. KENEILESA NEIKHAH "
5. One post-graduate meritorious alumnus :
Smti. ABENI ZUCHAMO
Associate Prof, Kohima Arts College
Department of History.



DEPARTMENT OF HISTORY

NOMINATION FOR BOARD OF STUDIES

- | | |
|-------------------------|---|
| 1. Prof. KETHOLESIE | History & Archaeology, Miriema, NU |
| 2. Prof. Y. BEN LOTH | " |
| 3. Prof. NEIVOTSO VENUH | " |
| 4. Prof. TIATOSHI JAMIR | " |
| 5. Dr. ABENI ZUCHAMA | History Department, Kohima Arts College |
| 6. Dr. KENEILESA NEIKHA | " |

SUBJECT EXPERTS

- | | |
|--------------------------|--------------------------------|
| 1. Dr. AVINUO CHUPUO | St. Joseph University, Dimapur |
| 2. Prof. BISWAJIT BARUAH | Dibrugarh University, Assam |


ZENEIKHO-O PFUKHA

HOD, HISTORY HOD
History Dept
St. Joseph's College
Jakhama

St. Joseph's College (Autonomous) Jakhama

Department of Mathematics

Minutes of the meeting of the board of studies, Dept. of Mathematics

Date: 3rd July 2019

1. The meeting was held in the Department of Mathematics on 3rd July 2019 at 12:10 pm during the long break.
2. It was attended by Miss. Imlienla and Mr. Vinoth Kumar, the two teaching faculties of the Dept. of Mathematics, who are also the members of the Board of Studies.
3. Amendments were done on the structure of the syllabus basing on the advice given during the first Academic Council Meeting.
4. Following are the changes made :
 - (a) Course code has been changed to **MAT 101** instead of the code **MAT 111** and the like in all the papers .
 - (b) The generic elective papers have been modified taking reference from Patkai Christian College (autonomous) and Kohima Science College (autonomous).So the generic elective papers are : MAT 104: Calculus, MAT 204: Differential Equation, MAT 304: PDE and System of ODE, MAT 404: Numerical methods
5. Issue about the university nominee for the Board of studies was discussed because the Department of Mathematics, Board of Studies does not have any Nagaland University members till date. No concrete conclusion was made as the department was directed to await the letter of request to Nagaland University by our respected Father Principal. We ended the meeting on a positive note that the letter of request will be promptly replied and that we eagerly await the N.U nominee for his/her valuable inputs and contribution.
6. It was decided that the department will welcome any corrections related to this meeting.
7. The meeting concluded at 1:10 pm.

Attendees:

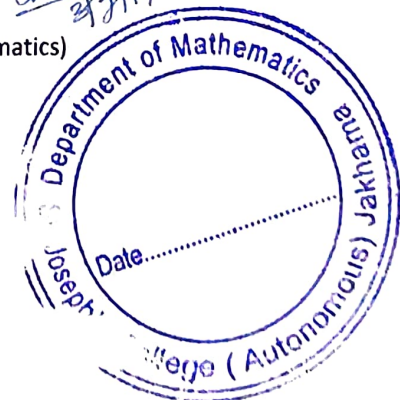
1. Miss Imlienla
2. Mr. C. Vinoth Kumar

Recorder-

Miss Imlienla

(HoD Mathematics)

HOD
Department of Mathematics
St. Joseph's College (Autonomous), Jakhama



Minutes of the Department of Mathematics Board of Studies meeting

Date: 1st October 2019

The Board of Studies (BoS) meeting for the Department of Mathematics was held on 20th September 2019 at the Department of Mathematics, St. Joseph's College (autonomous) Jakhama.

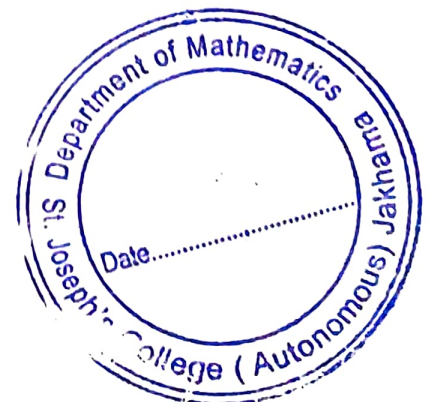
The minutes of the meeting are listed as under:

1. The meeting started at 10:00 am.
2. Invocation and welcome address was said by Miss Imlienla, HoD Mathematics.
3. Meeting started with discussion on the already proposed SJC(A) B. Sc Mathematics syllabus where some changes were noted and was advised by Mr. R. K Paul, NU nominated member to implement the changes if possible from ^{the} next new academic session. The detailed discussion and proposition made are mentioned below:
 - (i) Mr. R.K Paul noticed that there were 6 practical papers, so he suggested whether some practical papers can be replaced by tutorial classes, which carries 2 credits. He was concerned that the students should focus more on theoretical concepts rather than practical application at this stage.
 - (ii) He also suggested that the present paper **MAT 102 -Calculus should be renamed as Linear Algebra** where the full course of basic algebra can be studied in detail to help students prepare for further higher studies in abstract algebra.
 - (iii) Course title of the Generic Elective paper to be used as **MAT GE 1,2,3 &4** instead of the proposed **MAT 104, MAT 204, MAT 304, MAT 404**.
 - (iv) Arrangements were done in the proposed syllabus so as to maintain a consistent study of the subject for the students.
 - (v) Finally he also advised that if the authority is willing, then allow the new batch of students 2020-23 to study the new syllabus proposed in the BoS meeting, dated 20th September 2019 for better learning experience. In case if it's not possible then wait for 3 years and reframe the syllabus as proposed in this meeting.
4. The meeting concluded with vote of thanks from Mr. C. Vinoth Kumar, Asst. Professor Mathematics.
5. The meeting got over at 12: 45 pm.

HoD
Department of Mathematics
St. Joseph's College (Autonomous), Jakhama

Reported by:

Imlienla
Miss Imlienla
HoD Mathematics
St. Joseph's College (autonomous)
Jakhama.


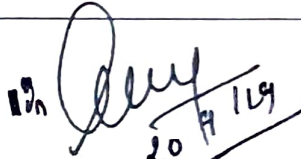


DEPARTMENT OF MATHEMATICS

ST. JOSEPH'S COLLEGE (AUTONOMOUS) JAKHAMA

BOARD OF STUDIES MEETING

Date:20.09.2019 Time:10:00 am Venue: Department of Mathematics

S.No	Name	Designation	Signature
1.	Ms. IMLIENLA	HoD (Chairperson)	 20/9/19.
2.	Dr.RAM KRISHNA PAUL	Assistant Professor Nagaland University (Vice Chancellor Nominee)	Ram Krishna Paul
3.	Mr. VINOTH KUMAR	Faculty member of the department	 20/9/19
4.	Dr. Sr. RANIT	Vice Principal(Academic Affairs)	absent.


(Ms. IMLIENLA)

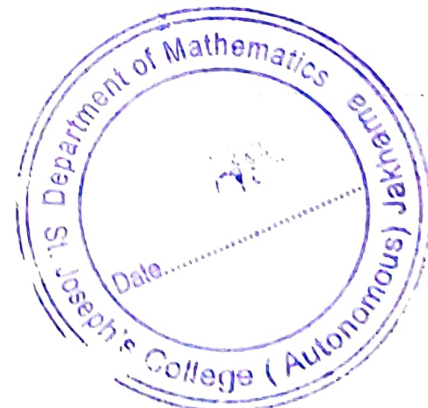
Head & Chairperson (BOS)

Department of Mathematics

St. Joseph's College(Autonomous)

Jakhama

HoD
Department of Mathematics
St. Joseph's College(Autonomous)Jakhama



**ST. JOSEPH'S COLLEGE (AUTONOMOUS)
JAKHAMA
DEPARTMENT OF MATHEMATICS**

NO.SJCA/MAT-19/BOS/01

Date:18.09.19

NOTIFICATION

A meeting of the Board of Studies for Mathematics Department is hereby convened on 20th September,2019 at 10:00 am at the Department of Mathematics(Science Block) .St. Joseph's College(Autonomous),Jakhama.

Agenda

1. Restructuring of course structure and syllabus for Under Graduate Studies in Mathematics.
2. Any other suggestions and feedbacks.

All the members are kindly requested to attend the meeting. Transportation of outstationed members will be arranged as per the requirements and accommodation will be provided at the college campus.

Yours Sincerely,

Miss Imliena

Head & Chairperson (BOS)

Department of Mathematics

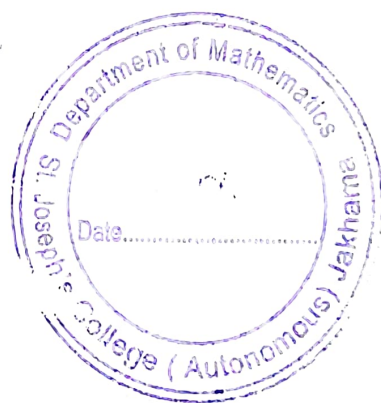
St.Joseph's College (Autonomous)

Jakhama

Copy to:

1. The Principal, SJC(A)
2. The Vice Principal(Academic Affairs),SJC(A)
3. The Vice Principal(Student Affairs),SJC(A)
4. Dr. Ram Krishna Paul, Nagaland University Nominee
5. The Administrator, SJC(A)
6. The Dean of Science, SJC(A)
7. Mr. Vinoth Kumar. Faculty member SJC(A)
8. SJC(A) office Copy.

**HoD
Department of Mathematics
St.Joseph's College(Autonomous),Jakhama**



**ST. JOSEPH'S COLLEGE (AUTONOMOUS), JAKHAMA
DEPARTMENT OF MATHEMATICS
BOARD OF STUDIES MEETING**

Date: 20/09/2019

Place: Department of Mathematics (Science Block)

Time: 10:00 am

Chairperson: Ms. Imlienla

Secretary: Mr. C. Vinoth Kumar

Order of the Programme

Invocation : Ms. Imlienla

Welcoming and Introduction: Ms. Imlienla

Discussion on the new CBCS syllabus:

Vote of Thanks: Mr. C. Vinoth Kumar

*****LUNCH*****

Imlienla
11/9/19

HoD
Department of Mathematics
St. Joseph's College (Autonomous), Jakhama



St. Joseph's College (Autonomous), Jakhama

Department of Physics

Board of Studies Meeting

The meeting was held on 3rd July 2019 in the Dean of Science Office at 11:30a.m.

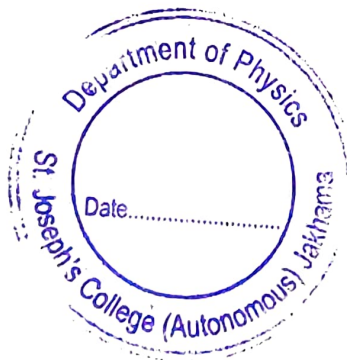
The members who attended the meeting:


1. Sr Susai Mary (Dean of Science)
2. Ms. Thejano (HOD)

The following are the outcome of the meeting:

- Tabulation of the syllabus has been reframed to indicate the credits.
- The phrase "contact hours" has been changed to "teaching hours".
- The phrase "Course Code" has been changed to "Core".
- The content of the syllabus remains the same.
- The Course Code of practical paper has been changed from L to P.
Eg: PHY 101(L) to PHY 101(P)
- Generic Elective Course code has been changed from PHY 104 to PHY-GE1 (for 1st Semester). Similarly, all the other generic elective Course Code has been changed.

The meeting concluded at 12:10 p.m.




HOD
Department of Physics
St. Joseph's College (Autonomous) Jakhama

ST. JOSEPH'S COLLEGE (AUTONOMOUS)

JAKHAMA

P.B. No. 39, Kohima, Nagaland – 797001



PHYSICS DEPARTMENT

Reference No: SJCA/PHY-19/BOS/01

Date: 17th September 2019

To,

Dr. Y. Sundarayya
Nagaland University Nominee
Nagaland.

Subject: Invitation for the meeting of BOS of Physics Department at SJC


Respected Sir,

The meeting of Board of Studies (BOS) of Physics Department is to be convened on 20th September, 2019 at 10:00 am at the office of Dean of Science (Science Block), St. Joseph's College(Autonomous), Jakhama.

I cordially invite you for the BOS meeting. The transportation will be arranged as per your needs and the accommodation will be provided by the college.

Thank you.

Yours Sincerely,


HoD
Department of Physics
St. Joseph's College (Autonomous) Jakhama

(THEJANO)

Head & Chairperson (BOS)
Department of Physics
St. Joseph's College (Autonomous)
Jakhama



Copy to:

1. The Principal, SJC(A)
2. The Vice Principal(Academic Affairs), SJC(A)
3. The Vice Principal(Students Affairs), SJC(A)
4. The Administrator, SJC(A)
5. The Dean of Science, SJC(A)
6. Mr. Antidong Jamir, Faculty member SJC(A)
7. SJC (A) Office

ST. JOSEPH'S COLLEGE (AUTONOMOUS), JAKHAMA
DEPARTMENT OF PHYSICS
BOARD OF STUDIES MEETING

Date: 20/09/2019

Place: Dean's Office (Science Block)

Time: 10:00 a.m

Chairperson : Ms.Thejano

Secretary : Mr.Antidong Jamir

Order of the Programme

Invocation :Sr.Susai Mary

Welcoming and Introduction:Ms.Thejano

Discussion on the new CBCS syllabus

Vote of Thanks: Mr. Antidong Jamir

*****LUNCH*****

St. Joseph's College (Autonomous), Jakhama

Minutes of the Board of Studies meeting, 20th September, 2019.

The meeting for the Board of Studies was called on 20th September 2019, wherein Dr. Y. Sundarayya, Assistant Professor, Nagaland University, Physics Department was invited for the deliberation and approval of the new CBCS syllabus at Dean of science office. The meeting was chaired by Ms.Thejano Theresa, Assistant Professor, HOD of Physics Department.

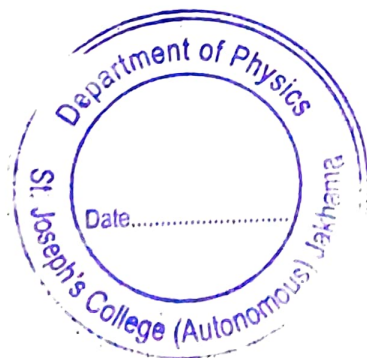
The meeting began with an invocation by Sr. Susai Mary, Dean of Science followed by welcome address by Ms. Thejano Theresa.


Deliberation of the new CBCS syllabus.

- 1) Discussion of CBCS syllabus began with Dr. Y. Sundarayya advising on the restructuring of syllabus, if any to be made after 3 years as given by the UGC guidelines.
- 2) Certain changes in the unit distribution and number of lectures allotment were discussed which were to be changed in the next revision.(each unit should have the same number of lectures)
- 3) In order to bring uniformity with the UGC guidelines, the nomenclature of the papers need to be reviewed along with the management (after 3 years).
- 4) On deliberation of generic electives, it was advised that some units/ topics can be similar with the core courses but its entirety is not recommended.
- 5) Credits given within the guidelines of UGC should not be exceeded.
- 6) Justification required or should be accompanied on why a unit or topic was added or deleted.
- 7) Assessment of students throughout the semester was highly advised.
- 8) Dr.Y. Sundarayya gave a word of encouragement and approved the new CBCS syllabus.
- 9) The meeting ended with a vote of thanks by Mr. Antidong Jamir.
- 10) The meeting ended at 1:15 pm

Reported by Mr. Antidong Jamir, Assistant professor , secretary Department of physics.

Mr. Antidong Jamir
Assistant Professor
Dept. Of Physics (SJCA)



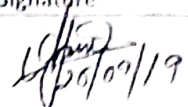
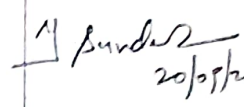
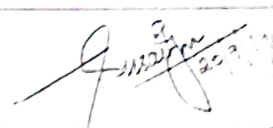
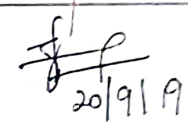

HoD
Department of Physics
St. Joseph's College (Autonomous) Jakhama

DEPARTMENT OF PHYSICS

ST. JOSEPH'S COLLEGE (AUTONOMOUS) JAKHAMA

BOARD OF STUDIES MEETING

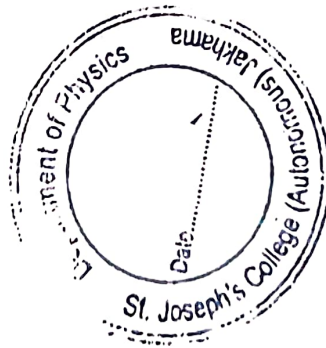
Date: 20/09/2019 Time: 10:00am Venue: Dean's Office (Science Block)

S.No	Name	Designation	Signature
1.	Ms. THEJANO	HoD (Chairperson)	 20/09/19
2.	Dr. Y. SUNDARAYYA	Assistant Professor Nagaland University (Vice-Chancellor for Nominee)	 20/09/2019
3.	Sr. SUSAI MARY	Dean of Science	 20/09/2019
4.	Mr. ANTIDONG JAMIR	Faculty member of the department	 20/9/19
5.	Dr. Sr. RANIT	Vice Principal (Academic Affairs)	Absent


(Ms. THEJANO)
20/09/19

Head & Chairperson (BOS)
Department of Physics
St. Joseph's College (Autonomous)
Jakhama

HoD
Department of Physics
St. Joseph's College (Autonomous) Jakhama



St. Joseph's College (Autonomous), Jakhama

Department of Political Science.

Proposal for Constitution of the Board of Studies:

I. Head of the Department:

1. Mr. Heshuo Dihe Mao, HOD

II. Faculty of Each Specialization:

1. Mr. Mhonthung Yanthan
2. Ms. Lilly Humtsoe
3. Mr. Avizo Richa
4. Mr. Kevizase Kehei
5. Mr. R. Hingba Paul
6. Mr. Vekutu Vese
7. Mr. Vikato Swu
8. Mr. Renthungo C. Humtsoe
9. Dr. Daniel Kaba
10. Ms. Tokani L

III. Two Experts from outside the Parent University

1. Prof. S. Mangi Singh,

Professor, Department of Political Science, Manipur University, Manipur

2. Dr. Monalisa Basu,

Associate Professor. Scottish Church College, Kolkata, West Bengal.

IV. One Expert to be nominated by the Vice-Chancellor from the following Panel of Six Recommended by the Principal.

1. Prof. A.K. Singh

Professor, Department of Political Science, Nagaland University, Lumami, Nagaland.

2. Dr. Luke Rymbai

Principal, Model Christian College, Lower A.G, Kohima Nagaland.

3. Mr. Besengulie Venuh

Vice-Principal, Phek Government College, Phek, Nagaland.

4. Dr. Moamenla Amer

Associate Professor, Department of Political Science, Nagaland University, Lumami, Nagaland

5. Mrs. Monalisa Tase

Assistant Professor, Department of Political Science, Nagaland University, Lumami, Nagaland.

6. Dr. Ketoukhrie

Assistant Professor, Department of Political Science, Kohima College, Kohima , Nagaland.

V. One Representative from Industry/ Corporate Sector/Allied areas:

1. Neichute Duolo

CEO, Entrepreneurs Associate(E.A), Kohima Nagaland

VI. One Meritorious Alumnus:


1. Ms. Kevingonu Rose,

Assistant Professor, Department of Political Science, Kohima College, Kohima, Nagaland

**Department of Political Science
St. Joseph's College (Autonomous),
Jakhama, Nagaland.**

Meeting Minutes of the Board of Studies




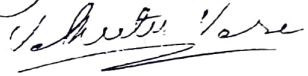


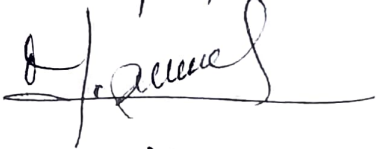



1. The first meeting of the Board of Studies was held on 5th Dec. 2018, at the Department's Office, attended by all the faculty of the Department.
2. Mr. Heshuo Dihe Mao, HoD, informed that all the faculty members are officially appointed by the Principal of the College as members of the Board of Studies as per the guidelines of the UGC.
3. After a thorough discussion and deliberation, the members unanimously have decided to introduce a new paper on North East India and entitled the paper as "Understanding North East India". The Paper will be studied in the 6th Semester as a Discipline Specific Elective Paper.
4. The members have also chosen the following papers as:
 - A. Generic Electives:**
 - i. Nationalism in India.
 - ii. Political Theory: Concepts and Debates
 - iii. United Nations and Global Conflicts
 - iv. Public Policy and Administration in India
 - B. AE Skill Based:**
 - i. Legislative Practices and Procedures
 - ii. Peace and Conflict Resolution
 - C. Discipline Specific:**
 - i. Development Process and Social Movement in Contemporary India
 - ii. India's Foreign Policy in a Globalizing World.
 - iii. Understanding North East India
 - iv. Understanding South Asia
5. Mr. Mhonthung Yanthan and Dr. Daniel Kaba were entrusted to frame the contents of the North East Paper.
6. Finally, it was decided to refer the Draft Syllabus to the subject expert Dr. Moamenla Amer, NU Representative nominated by the Vice Chancellor, Nagaland University.


(Heshuo Dihe Mao)
HoD

**Department of Political Science
St. Joseph's College (Autonomous)
Jakhama**

First meeting of the Board of Studies: 05-12-2018.

Attendances Sheet.

Sl No	Name	Signature
1.	Heshuo Dike Mao	
2.	Aigo Dicka	
3.	Levi	
4.	Velkutu Vasa	
5.	VIKATO SWU	
6.	Ren hungo C. Huntsee	
7.	Moothung Jaultson	
8.	ANGRA PAUL	
9.	Kaba Daniel	
10.	d. Lily Huntsee	
11.		
1		

**Department of Political Science
St. Joseph's College (Autonomous)
Jakhama, Nagaland**

Meeting Minutes of the Board of Studies.

1. The meeting of the Board of Studies in Political Science was held on 2nd July 2019, at 10.00 am at the Conference of the College. (Names of the participants are attached).
2. The meeting began with the invocation pronounced by Rev. Sr. Dr. Ranit, Vice-Principal, (Academic Affairs).
3. Mr. Heshuo Dihe Mao, Chairman of the Board of Studies, welcomed all the members who were present for the meeting, comprising of one expert each from the parent university, outside the parent university and alumni; and all the faculty of all specialization of the Department. He also apprised them the whole process of the constitution of the Board of Studies and the progresses made in the framing of the New CBCS Syllabus. He expressed his appreciation to all the members, particularly the faculty members, for their sincere efforts and initiatives in this exercise.
4. The members of the Board of studies had a thorough go through of the Draft Syllabus with deep discussions and deliberations, and have made moderate changes in the syllabus of some papers of the subject.

The following changes were made in the Syllabus:

A. Semester I:

i. PSC-101: Understanding Political Theory.

* Unit I- (a) Restructured as 'Meaning, Nature and Scope of Political Theory'.

* Unit II- It is designed as 'Approaches to Political Theory: Traditional Modern Approaches'

* Unit IV- Some theories of Democracy are specified and inserted in to the unit as 'Western Liberal Democracy, Elitist theory of Democracy and Marxist Democracy.

ii. PSC-102: Constitutional Government and Democracy in India.

- Unit IV- Redesignated and added ' Nature of Indiaan Federalism, Centre-State Relations, Role of the Governor''

- It was decide that the 'Core Paper PSC-102'' will be made the Generic Elective Paper in the Semester I from the next academic year

B. Semester II.

i. PSC-201: Political Theory-Concepts and Debates

* Unit V- Interrogative sentence 'Why should we obey the State'' is removed.

C. Semester III.

i. PSC- 301: Introduction to Comparative Government and Politics

* Unit II- Replaced wholly with 'Constitutional Developments and Political Economy in USA, Britain and China.'

* Unit-III is designed as 'Political Institutions in Britain'

* Unit IV is designed as 'Political Institutions in USA'

* Unit v is designed as 'Political Institutions in China'

- ii. PSC 302: Perspectives on Public Administration
- * Unit II- Redesigned as Theories of Public Administration:
 - a. Scientific Management Theory (F.W. Taylor)
 - b. Human Relations Theory (Elton Mayo)
 - c. Ecological Approach (Fred Riggs)
 - *Unit iii- Principles of Organization
 - *Unit IV- Personnel Administration
- iii. PSC-303 – Perspectives of International Relations and World History
- Unit I- Included Nature and Scope of International Relations.
 - Unit v- Included Impact of Cold War
- iii. PSC 304: Legislative Practices and Procedures.
- Unit II- 'How a bill becomes a law' is re-written as 'Law making Process'
- iv. PSC 305- United Nations and Global Conflicts
- Unit III- 'Sustainable Development Goal' is added.
 - Unit V- Add 'Achievements and Failures'

D. Semester IV.

- i. PSC 404: Peace and Conflict Resolution
- * Unit I- is written as 'Concept of Conflict'.

E. Semester V.

- i. PSC-503: Development Process and Social Movements in Contemporary India.
- * Unit V- It is written as 'Maoist Movements'.
- ii. PSC 504: India's Foreign Policy in a Globalizing World
- Unit II- the term 'USSR' is deleted.

F. Semester VI

PSC-603: Understanding North East India

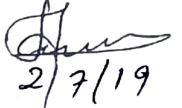
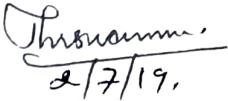




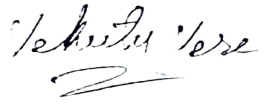

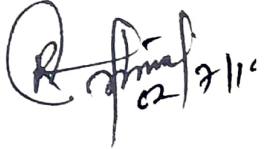
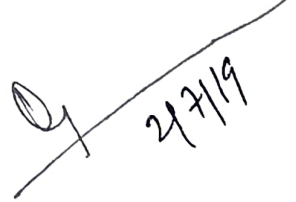
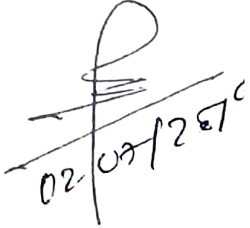
- Unit II- Traditional Political Institutions of Mizoram and Meghalaya is to be added in addition to Nagaland.

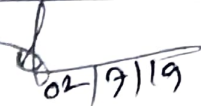

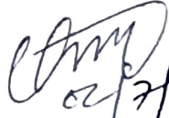

The above changes and modifications were made with great deliberation in the interest of the learners and its relevance of the time, and it was finally adopted by the Board of Studies unanimously.



(Heshuo Dihe Mao)
Chairman, Board of Studies,

Department of Political Science
Jalpaiguri College (Autonomous)
Jalpaiguri

Sl. No.	Name	Designation	Signature
1	Heshuo Dehe Mao	Chairperson	 2/7/19
2.	THRESIAMMA V. G.	Vice-Principal	 2/7/19.
3.	MOAMENIA AMER	NAGALAND UNIVERSITY	 2/7/19
4.	LIMONGI KHUVUNG	ASST. Prof. St. Joseph University	
5.	KEVINGONG ROSE ROLND	ASST. Prof. Kohima college, Kohima	
6.	R. Hingba Paul	St. Joseph's College Jakhama, Kohima Nagaland	
7.	Yekutu Vere	St. Joseph's College Jakhama, Kohima, Nagaland.	
8.	TOKANI L.	St. Joseph's College Jakhama, Kohima Nagaland	 02/07/19
9.	Renthungo C. Hamtsae	St. Joseph's College Jakhama, Kohima Nagaland.	 02/7/19
10.	L. Lilly Hamtsae	St. Joseph's College Jakhama	 2/7/19
11.	Avizo Richa	Asst. Prof. St. Joseph's college (A) Jakhama	 02/07/2019

Sl. no.	Name	Designation	Signature
12	Dr. Kaba Danil	Asst. professor SJA, Jakhama, Nagaland	 02/7/19
13.	KENIZASE KEHE	Asst. Professor SJE (A), Jakhama, Nagaland.	
14.	VIKATO SWU	Asst. Professor SJE (A), Jakhama Nagaland	 02/7/19
15.	Fr. Dr. George Kedukhou Angami	Vice Principal (Students Affairs)	 2/7/19

DEPARTMENT OF SOCIOLOGY

Composition of Board of Studies

1. **Head of the Department (Chairman):** Dr. Medonuo Pienyü
2. **Faculty Members of the Department:**
 - i. Dr. Medonuo Pienyü
 - ii. Mrs. Alibo Achumi
 - iii. Mr. Seyiekhoto Chücha
 - iv. Mr. Lumchio Patton
 - v. Miss. Dievileno Chasie
 - vi. Dr. Hormila. G. Zingkhai
3. **Two Subject Experts from outside the parent University to be nominated by the Academic Council:**
 - i. Prof. Kedilezo Kikhi,
Tezpur University.
E-mail: kedithejakikhi@yahoo.co.in
Contact No: 03712 275810
 - ii. Prof. I.L. Aier,
North-Eastern Hill University.
E-mail: ila@yahoo.com
Contact No: 0364 2723047
4. **One expert from a panel of six recommended by the College Principal:**
 - i. Dr. Visakhono Hibo,
Japfu Christian College, Nagaland University.
E-mail: visakhonu99@gmail.com
Contact No: 9856070432
 - ii. Dr. Nokhwenu Veronica
Department of Higher Education, Nagaland.



iii. Prof. Alphonsus D'souza

Ph.D Supervisor, Assam Don Bosco University, Assam.

E-mail: alphonsusos@gmail.com

Contact No: 9435730578

iv. Dr. Toshimenla Jamir,

Associate Professor,

Department of Sociology, Nagaland University, Nagaland.

E-mail: toshimenla@nagalanduniversity.ac.in

Contact No: 09436439881

v. Prof. Nandini Sundar,

Department of Sociology, University of Delhi, Delhi.

E-mail: nandinisundar@yahoo.com

Contact No: 0911127667858

vi. Prof. Sudeshna Basu Mukherjee,

Department of Sociology, University of Calcutta, Kolkata.

E-mail: sudeshnabasumukerjee@gmail.com

Contact No: 9830021103

5. One representative from industry/ corporate sector/ Allied area relating to placement:

Mr. Lezo Putsure,

Director, Youth Net, Kohima, Nagaland.


6. One Post-graduate meritorious alumnus to be nominated by the Principal:

Dr. Kekhrieseno Christina,

Department of Sociology, Kohima College, Nagaland University,

Kohima, Nagaland.




Head
Department of Sociology
St. Joseph's College
Jakhama, Nagaland 797005

Submitted by
A Medonia Pienje

Head
Department of Sociology
St. Joseph's College
Jakhama, Nagaland 797005

DEPARTMENT OF SOCIOLOGY

ST. JOSEPH'S COLLEGE (AUTONOMOUS), JAKHAMA

Date: 29th November 2018

Place: Department of Sociology

**MINUTES OF THE MEETING
Board of Studies**

The first meeting of the Board of studies was conducted at the department office along with the faculties of the Department of Sociology on the 29th of November 2018 to discuss the following points.

1. To suggest the names of academicians and subject experts for the board of studies for the department of Sociology.
2. The following names were suggested and submitted to the principal's office.
 - a. Prof. Lanu Aier- NEHU Shillong
 - b. Prof. Kedilezo Kikhi- Tezpur University, Assam
 - c. Dr. Visakhono Hibo- Japfu Christian college, Kohima
 - d. Dr. Athungo Ovung-Nagaland University
 - e. Dr. Toshimenla - Nagaland University
 - f. Dr. Alphonsus - Martin Luther University
 - g. Dr. Veronica- Higher Education Department, Govt, of Nagaland
 - h. Dr. Christina- Kohima College, Kohima
3. The Faculties also deliberated on the selection of 4 out of 8 papers for Discipline Specific Elective (DSE) and Generic Elective (GE) each.
4. After the selection of papers, the division of the new Autonomous syllabus was done on all the core papers, DSE and GE among the faculties to study, prepare and make some modification on the syllabus as per one's discretion and also to suggest essential readings for the same.
5. Discussions were done on the changes that were made on the syllabus as per the instruction of the UGC to be put up before the Members of the Board of Studies for Under Graduates for further rectifications and suggestions.
6. The Faculties also exchanged ideas on marking system and credits score and decided on the number of units to be kept for each papers to be atleast 5 (five) to maintain uniformity across all courses.
7. There was also a brief discussion on the number of periods and papers to be given to each faculty for the next semesters.



Members Present:

1. Dr. Medonuo Pienyu
2. Alibo Achumi
3. Seyiekhoto Chucha
4. Dievilenuo
5. Dr. Hormila Zingkhai

Copy to:

1. **Head of the Department (Chairman):** Dr. Medonuo Pienyu
2. **Vice Principal (Academic Affairs):** Dr. Ranit
3. **Department Co-ordinator:** Mrs. K. Alibo Achumi
4. Mr. Seyiekhoto Chucha: **Member**
5. Mr. Lumchio Patton: **Member**
6. Ms. Devileno Chasie: **Member**
7. Dr. Hormila. G. Zingkhai: **Member**
8. **Nominee of the University**
Dr. Athungo Ovung, Assistant professor, Department of Sociology
Nagaland University, Lumami
9. **Subject Expert**
Dr. Visakhono Hibo, Principal, Japfu Christian College Nagaland
University
10. **Post- Graduate Meritorious Alumnus**
Dr. Kekhrieseno Christina
Head, Department of Sociology, Kohima College, Nagaland University
11. **Representative from Industry/Corporate Sector relating to Placement**
Mr. Lezo Putsure, Director, Youth Net Kohima, Nagaland.
12. **Subject Expert Prof.**
Kedilezo Kikhi
Tezpur University, Department of Sociology, Assam
13. IQAC Office



[Handwritten Signature]
30/11/18
(HOD)

Department of Sociology, St. Joseph's College (Autonomous), Jakhama

Date: 11th July 2019

Place: Conference Hall,
St. Joseph's College, Jakhama

MINUTES OF THE 2nd MEETING WITH THE BOARD OF STUDIES

The review meeting of the Board of studies was convened at the Conference Hall, along with the faculties of the Department and the subject experts (University Nominee) Dr. Athungo Ovung, Assistant Professor, Department of Sociology, Nagaland University Lumami Campus and Dr. Visakhono Hibo, Principal Japfu Christian College, Kigwema, Kohima on the 11th of July 2019 for the Syllabus on Choice Based Credit System (CBCS) both for Under Graduate Studies and Post Graduate Studies, where the drafted syllabus was presented to them along with the structure of the syllabus prepared by the faculties for modification and finalizing the syllabus.

The details of the discussion are as follows:-

1. Dr. Medonuo Pienyu, Head of the department chaired the meeting and opened the discussion by highlighting the syllabus and the credits for papers under the CBCS System.
2. For the UG courses, as per the directives of the UGC approved syllabus, the department will have 14 core papers which will carry 6 credits thus for six semesters there will be a total of 84 credits ($14 \times 6 = 84$). There will be four Discipline Specific Elective (DSE) Course each carrying 6 credits ($4 \times 6 = 24$), four Generic Elective (GE) ($4 \times 6 = 24$), two Ability Enhancement Course (AEC) carrying 2 credits ($2 \times 2 = 4$) and two Skill Enhancement Course (SEC) carrying two credits each ($2 \times 2 = 4$). All together there will be 140 credits for the entire semester.
3. Dr. Medonuo stressed on the uniformity of units for each paper, thus it was decided that the syllabus shall contain 5 units for each courses and sub- topics (varies depending on the need of the topic). Each unit will carry 20 Marks. Thus, $20 \times 5 = 100$ marks for each course both for the UG and PG.
4. For the Skill Enhancement Course for the UG being a practical paper, the house decided not to keep a fixed units but opted to keep it open (subjected to modifications).
5. Dr. Athungo Ovung has also reminded that, while typing the syllabus we should ensure uniformity in the numbers and fonts used for the entire syllabus. The course content should be precise and objective of the course should be clear.
6. Along with the changes made on the course contents, units, chapterization and on the essential readings, an entirely new paper titled as "Social Movement" as a core course for UG was introduced by Mr. Lumchio Patton replacing the UGC paper "Introduction of Sociology" as C03 for the 2nd semester. After further discussions the house agreed to

replace the paper as it was felt that there is overlapping with topics taken in the other semester as well.

7. The House also discussed on the course, content, objectives to be taken at the post Graduate level. The details of the Choice Based Credit System (CBCS) for PG courses are given below.

Core Course: 14 courses (compulsory)

Elective Course: 6 courses

Choice Based Credit Transfer: 4 courses

Credit to be completed for award of degree: 76 credits

Minimum duration: 4 semesters (Two years)

Maximum duration: 6 semesters (Three years).

8. Semesters I and II will have 4 core courses of 4 credit each ($4 \times 4 = 16$ credits per semester) and one CBCT course (to opt from another department) of 3 Credit each ($1 \times 3 = 3$ credits per semester).
9. Semester III and IV will have 3 core courses of 4 credit each ($3 \times 4 = 12$ credits per semester), 3 Elective papers of 4 credits ($3 \times 4 = 12$ credits per semester) and CBCT courses for 3 credits each ($1 \times 3 = 3$ credits per semester). Altogether 76 credits.
10. The revised syllabus for the PG was finalized and further discussion for upgrading the courses will be discussed in the next meeting.
11. The meeting ended with a vote of thanks by the HOD and the house deliberated on the need to meet at least once or twice in a year to upgrade the syllabus. The revised and final syllabus that was approved by the members of the board of studies is attached separately both for the UG and PG courses for the academic year 2019.

Members of the Faculties Present:

1. Dr. MedonuoPienyu
2. AliboAchumi
3. SeyiekhotoChucha
4. DievilenuoChasie
5. Lumchio Patton
6. Kerevinuo
7. Dr. Hormila G. Zingkhai
8. Dr. AthungoOvung
9. Dr. VisakhonuHibo
10. Dr. Ranit

Copy to:

1. **Head of the Department (Chairman):** Dr. Medonuo Pienyu
2. **Vice Principal (Academic Affairs):** Dr. Ranit
3. **Department Co-ordinator:** Mrs. K. Alibo Achumi
4. Mr. Seyiekhoto Chucha: **Member**
5. Mr. Lumchio Patton: **Member**
6. Ms. Devileno Chasie: **Member**
7. Dr. Hormila. G. Zingkhai: **Member**
8. **Nominee of the University**
Dr. Athungo Ovung, Assistant professor, Department of Sociology
Nagaland University, Lumami
9. **Subject Expert**
Dr. Visakhono Hibo, Principal, Japfu Christian College, Nagaland University
10. **Post- Graduate Meritorious Alumnus**
Dr. Kekhrieseno Christina
Head, Department of Sociology, Kohima College, Nagaland University
11. **Representative from Industry/Corporate Sector relating to Placement**
Mr. LezoPutsure, Director, Youth Net
Kohima, Nagaland.
12. **Subject Expert:** Prof. Kedilezo Kikhi
Tezpur University, Department of Sociology, Assam
13. IQAC Office
14. Department Office Copy (UG)
15. Department Office Copy (PG)

Reported by:

Sd/ 


Mrs. K. Alibo Achumi

Coordinator,

Department of Sociology,

St. Joseph's College (Autonomous), Jakhama.




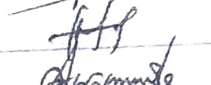
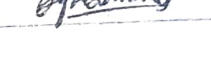



Head
Department of Sociology
St. Joseph's College
Jakhama, Nagaland 797005


Members Present for Board of Studies
Meeting on 11th July 2019.

1. Dievilens
2. Sujekhoduo Chiecha
3. Y. Lemchie Patton
4. K. Alibo Achumi
5. Keniwin
6. A. Nelson Huzi
7. Ak. Athungo Awup

Maria Chan


Hully








Head
Department of Sociology
St. Joseph's College
Jakhama, Nagaland 797005

29th January 2019: Department board of studies meeting with the faculty

Time 12:30 pm

All the Assistant professor of Zoology department attended the meeting

The lists of the faculty members are:

Sl.No	Name	Designation
1.	Dr. Ramita Sougrakpam	Assistant Professor
2.	Rukutalu	Assistant Professor
3.	Bendangsangla	Assistant Professor
4.	Lipokrenba	Assistant Professor

Dr. Ramita Sougrakpam
Dr. Rukutalu
Dr. Bendangsangla
Dr. Lipokrenba

The agenda for discussions were- Making of CBCS syllabus for new semester June 2019

Outcome:

1. The subject specialization for all the teachers was discussed.
2. The total number of papers in relation with the teacher was discussed.
3. Explanation about various syllabus of the papers of CBCS syllabus and to compare with other colleges having CBCS paper.
4. Decisions of who will be taking care of the paper were decided.
5. Handling of papers to the faculty members for necessary 20% changes in CBCS syllabus



Dr. Ramita Sougrakpam
28/1/19
H.O.D.
Dept. of Zoology
St. Joseph's College, Jakhama

31st January 2019: Department board of studies meeting with the faculty

Time 12:30 pm

All the Assistant professor of Zoology department attended the meeting

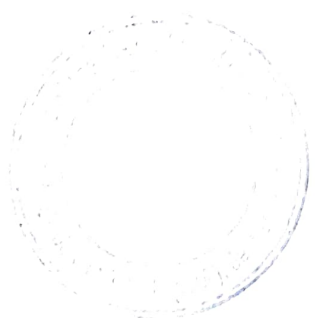
The lists of the faculty members are:

Sl.No	Name	Designation
1.	Dr. Ramita Sougrakpam	Assistant Professor
2.	Rukutalu	Assistant Professor
3.	Bendangsangla	Assistant Professor
4.	Lipokrenba	Assistant Professor

Dr. Ramita Sougrakpam
Rukutalu
Bendangsangla
Lipokrenba

The agenda for discussions were-

1. The Assistant professors have compared the CBCS syllabus with other colleges having CBCS syllabus
2. The colleges which the teachers referred were Patkai Christian College, Dimapur and Kohima Science College, Jotsoma with the common scheme and syllabus for CBCS undergraduate 2015.
3. Almost necessary 20% changes in CBCS syllabus were made by respective Assistant professors and brought for discussion.
4. Group discussions were made looking in each of the papers where the necessary changes were made.



Dr. Sougrakpam
28/1/19
H.O.D.
Dept. of Zoology
St. Joseph's College, Jotsoma

15-17th February 2019: Board of studies communication with the HOD and NU nominee

HOD of Zoology department communicated with the NU nominee Dr. Bendang Ao, Associate Professor (NU nominee), Department of Zoology.

The agenda for discussions were-

1. Board of studies communicated with the department faculty and NU nominee through internet.
2. Necessary changes keeping in mind the 20% changes in CBCS syllabus were made by respective Assistant professors and brought for discussion.
3. The departmental board of studies members presented the compared 20% change in CBCS syllabus to Dr. Bendang Ao through mail.
4. Discussion was made with NU nominee and some necessary changes in the syllabus were advised by university nominee.
5. The syllabus proposed was approved from the university nominee after the necessary changes in the paper were made.
6. The necessary changes in the papers were finally made ready for presenting to the Academic council which will be held on 18th February 2019.



Lanta Sangralyan
28/6/19
H.O.D.
Dept. of Zoology
St. Joseph's College, Jakhama

MINUTES OF THE MEETING
BOARD OF STUDIES
DEPARTMENT OF ZOOLOGY
ST. JOSEPH'S COLLEGE (AUTONOMOUS), JAKHAMA

Date: 2nd August, 2019

Venue: Conference Hall

Time: 10:00 A.M.

The Department of Zoology held a meeting with Board of Studies Subject Expert Dr. BendangAo. Associate Professor, Nagaland University, Lumami, on 2nd August 2019, at the College Conference Hall. The meeting was chaired by the HoD, Miss. Rukutalu and began with an invocation by Mr. Lipokrenba, Assistant Professor, Department of Zoology. The following agenda's were discussed in the meeting:-

1. Dr. BendangAo suggested to include more topics in the syllabus giving examples such as Sericulture, field based work, aquaculture etc.
2. He mentioned that he is working on a Project in Sericulture which includes giving trainings on weaving using the products from Sericulture.
3. The House also discussed about Credits and skill development.
4. Dr. Bendang also inquired about the marking system and the credits score. On asked about the weightage of 4 credits, Dr. Ramita clarified that 4 credits is equivalent to 100 marks, i.e., 1 credit carries 25 marks and that internal were conducted for 30 marks and external exams were conducted for 70 marks. It was then suggested by the subject expert that every unit should have credit and that credits must be shown instead of number of classes.
5. Discussions were held on how to divide the 5 units into 4 credits.
6. Miss. Rukutalu mentioned that it will be difficult to set the question papers if 0.5 credits was given for each unit, so the house decided to put 0.8 for each unit, i.e., 20 marks for one unit each.
7. Dr. Ramita mentioned about the 20% changes made in the syllabus, which was discussed in the meeting and was approved by the house.
8. Dr. Ramita also mentioned about field visit in Core Course II (CC II) and how to carry on since the credit given in the syllabus was only 2 credits.


Head of Department
Department of Zoology
St. Joseph's College(A) Jakhama



9. Based on the discussion, Dr. Bendang suggested that since Nagaland is a Bio-Diversity Hotspot, there is enough Wild life Sanctuaries and students should be encouraged to visit all such places.
10. Dr. Ramita raised the question of whether dissections on death animals were allowed or not. Dr. Bendang suggested the faculty members to go through the list of animals which are prohibited and also to check out the Digi Frog Software and Animal Ethics Committee websites.
11. For the skill development, Dr. Bendang suggested the following points to be put into action-
 - a. Set up and maintain animal house.
 - b. Data Collection
 - c. Presentation/ Power Point Presentation
 - d. Sewage Treatment
 - e. Origami Prism
12. Some changes were made in the syllabus for theory paper CCIX and practical paper CCV

The meeting concluded at 1:20 p.m. with a vote of thanks from Dr, Ramita Sougrakpam.

Members Present:

1. Dr. Bendang Ao.
2. Dr. Ramita Sougrakpam
3. Miss. Rukatalu
4. Mr. Lipokrenba
5. Mrs. Bendangsangla.

Submitted by: -

Rukatalu
23/08/19

Mrs. Bendangsangla

Asst. professor

Department of Zoology

St. Joseph's College Autonomous, Jakhama

Rukatalu
23/08/19
H.O.D.
Dept. of Zoology
St. Joseph's College, Jakhama

St. Joseph's College (Autonomous), Jakhama
Department of Zoology
Board of Studies meeting

Date: 2/08/2019

Place: Conference Hall

Time: 10:00 a.m

Chairman: Ms. Rukutalu

Secretary: Mrs. Bendangsangla

Order of the Programme

Invocation: Mr. Lipokrenba

Welcoming and Introduction: Ms. Rukutalu

Discussion on the new CBCS syllabus

Vote of Thanks: Dr. Ramita Sougrakpam

*****LUNCH*****

Rukutalu
H.O.D. 23/08/19
Dept. of Zoology
St. Joseph's College, Jakhama



Invitation letter for Board of Studies Meeting

2 messages

Akune veswuh <akuneveswuh@gmail.com>
To: nbwalling@gmail.com

Sat, 27 Jul 2019 at 8:29 pm

To,
Dr. Bendang Ao
Associate Professor
Department of Zoology
Nagaland University, Lumami

Dear Sir,
I on behalf of the Department of Zoology, St. Joseph's College(Autonomous) Jakhama, would like to invite you to the Board of Studies Meeting at the Department of Zoology, St. Joseph's College(Autonomous) Jakhama on the 2nd of August 2019 at 10:00Am.

The meeting has been called for detail deliberation and approval of the new CBCS syllabus. Therefore, it would be very kind of you if you could avail yourself from your busy schedule and visit us to have a sitting with the faculty members of the said department.

Hard copy of the same invitation letter will be posted to you shortly.
Thanking you,

Kind regards,
Rukutalu
Head of Department (HOD)
Department of Zoology
St. Joseph's college (Autonomous)
Jakhama
Contact no. : 8730865723 /9089710996

Akune veswuh <akuneveswuh@gmail.com>
To: seyienizo@gmail.com

Mon, 29 Jul 2019 at 11:56 am

Content text hidden

Rukutali
28/07/19
H.O.D.
Dept. of Zoology
St. Joseph's College Jakhama



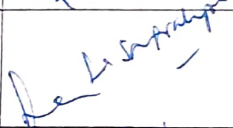
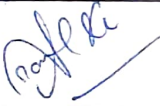

St. Joseph's College (Autonomous), Jakhama
Department of Zoology

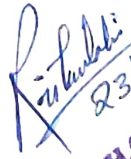
Board of Studies Meeting

Date: 02/08/2019

Time: 10:00 a.m

Venue: Conference Hall
(Arts Block)

Sl.no	Name	Designation	Signature
1.	Dr. Bendang Ao	Associate Professor, Dept. Of Zoology; Nagaland University (University Representative)	
2.	Ms. Rukutalu	HOD (Chairman), Dept. Of Zoology, St. Joseph's College(Autonomous) Jakhama	
3.	Dr. Ramita Sougrakpam	Assistant Professor, Dept of Zoology, St. Joseph's College (Autonomous) Jakhama	
4.	Mrs. Bendangsangla	Assistant Professor, Dept. Of Zoology, St. Joseph's College (Autonomous) Jakhama	
5.	Mr. Lipokrenba	Assistant Professor , Dept of Zoology, St. Joseph's College (Autonomous) Jakhama	
6.			


23/08/19
H.O.D.
Dept. of Zoology
St. Joseph's College, Jakhama



ST. JOSEPH'S COLLEGE

JAKHAMA

(Autonomous status granted by UGC notification No.F.22-1(AC) Dtd.11th Oct.2018)

P.B. No. 39, Kohima, Nagaland – 797 001

0370-2231009 (O), 2233022 (Principal), 9436437544 (M), Fax: 2231022

www.stjosephjakhama.ac.in Email: stjosephc@gmail.com

NAAC Grade A (CGPA: 3.12) 94029936452

Ref. No.....

Date: 02/08/19

Dear Madam,

I have gone through the syllabus with the faculties of the Department of Zoology, St. Joseph's College (Autonomous) Jakhama in the Board of Studies Meeting on 2nd August, 2019. It has been prepared as per UGC guidelines. The Department can go ahead and get it done during the Academic Council Meeting. If any revision you need in future you can always do after three years. The rest you can go ahead.

Yours Sincerely,

Dr. Bendang Ao
Associate Professor
Department of Zoology
Nagaland University
Lumami Campus