



# **SRI SANKARA ARTS AND SCIENCE COLLEGE**

*Autonomous*

*A Unit of Sri Kanchi Kamakoti Peetam Charitable Trust  
and Affiliated to University of Madras | Accredited by NAAC with 'A' Grade*

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05/01/2018

## **MINUTES OF MEETING**

- Subject:** Board of Studies –UG & PG Soft Skills, Non-Major, Environmental Studies, Value Education and Internship
- Venue:** Board Room
- Date:** 05<sup>th</sup> January, 2018
- Agenda:** 1. Internal Examination Reforms – Practice Based Internal Assessment  
2. Adoption of Environmental Studies Syllabus

### **The following members were present in the meeting:**

1. Dr. K. Naveen Kumar, M.A., M. Phil., Ph. D., Assistant Professor, Department of English, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Chairman.
2. Dr. Hema Narayanan, M.Com., M.B.A., PGDFM., Ph.D., NET, Assistant Professor, Dept. of Management Studies, Sri Sankara Arts and Science College, Enathur., Kanchipuram – Member.
3. Mr. V. Sampath, M.Sc., M.Phil., DMLT., Assistant Professor, Department of Biochemistry, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
4. Mr. E. Manigandan, M.C.A., M.Phil., Assistant Professor, Dept. of Computer Science, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
5. Mr. V. Muralidharan, M.A., M.Phil., B.Ed., Assistant Professor, Dept. of English, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Member.
6. Dr.K.R.Venkatesan, Ph.D., Principal, Sri Sankara Arts and Science College, Enathur, Kanchipuram – Special invitee.

The Regulations and syllabus for UG & PG Soft Skills, Non-Major, Environmental Studies, Value Education and Internship were discussed in the Board of Studies.

The Board of Studies appreciated the adoption of Environmental Studies syllabus prescribed by University of Madras with effect from 2018-2019.

The Board of Studies discussed on the needs of innovative methods in assessing skills of students. Practice Based Internal Evaluation procedure where introduced to evaluate the skills based on the poster, models and PPT presentations of the students than the mere theoretical performances.

The Board of Studies also recommended for the adoption of Practice-Based Internal Evaluation procedure for at least one semester for soft skills papers.

The Board suggested conducting Project based Viva-Voce examination for PG Soft Skills.

The Board of Studies appreciated the implementation of Spoken and Presentation training classes for the benefit of the students from rural areas, to compete effectively in campus interviews. The Classes were conducted from 21 to 23 September, 2017.

The Board of Studies appreciated all the departments for conducting an Orientation Programme for the faculty members to handle the papers more effectively. The Orientation Programme was conducted between 16 and 18, August 2017.

**Signature of the Members:**

1. Dr. K. Naveen Kumar

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2. Dr. Hema Narayanan -



3. Mr. V. Sampath

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4. Mr. E. Manigandan

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5. Mr. V. Muralidharan

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6. Dr. K. R. Venkatesan

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