



The School of Arts & Social Sciences in its School Board meeting scheduled for 10th May, 2018 shall have the following agenda:

1. Ratification of minutes of meetings of BoS of all the departments under School of Arts & Social Sciences
2. To ratify the minutes of consultative meet held on 07.05.2018 with regard to synchronization of Common Syllabus to be adopted for Regular and Distance mode.
3. Any other.

The following are the eight Departments in the School of Arts & Social Sciences:

1. Department of Women Education
2. Department of Public Administration
3. Department of Social Work
4. Department of Political Science
5. Department of Islamic Studies
6. Department of History
7. Department of Sociology
8. Department of Economics

The Department wise agenda items are as follows:

I. Agenda items of Department of Women Education:

- A. The meeting of the BoS of the Department of Women Education was held on 15-11-2016.

The agenda items of the Department based on the minutes of the BoS held on 15-11-2016 are as follows:

- ✓ 1. Approval of CBCS structure, Core Courses and credits for PG and UG courses.

The BoS approved it. Copy enclosed and submitted for ratification.

- ✓ 2. To revise the second and fourth semesters papers.

The BoS approved it. Copy enclosed and submitted for ratification.

- ✓ 3. To approve of list of examiners.

The BoS approved it. Copy enclosed and submitted for ratification.

- ✓ 4. To finalize the topics and guides for M.Phil and PhD scholars of 2016-17 batch.

The BoS approved it. Copy enclosed and submitted for ratification.

- 5 To approve the list of relevant and allied subjects.

The BoS approved it. Copy enclosed and submitted for ratification.

6. To approve the list of journals.

The BoS approved it. Copy enclosed and submitted for ratification.

B. The meeting of the BoS of the Department of Women Education was held on ~~02-05-2018~~.

The agenda items of the Department based on the minutes of the BoS held on **02-05-2018** are as follows:

1. To approve the introduction of Women Studies at UG level from the academic year 2018-19 as ratified by Academic Council.
2. The BoS has approved the syllabus. The same is placed alongside for School Board's ratification.
3. To approve the restructure of PG syllabus.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the topics of 2017-18 batch of M.Phil & Ph.D scholars.
The BoS approved it. Copy enclosed and submitted for ratification.

II. Agenda items of Department of Public Administration

- A. The 11th meeting of the BoS of the Department of Public Administration was held on **23-01-2017**.

The agenda items of the Department based on the minutes of the BoS held on **23-01-2017** are as follows:

1. Approval of minutes of 10th BoS held on 16th Feb 2016.
Approved by BoS it. Copy enclosed and submitted for ratification.
2. To approve the papers of
 - A. M.A.II semester – Generic Elective paper Introduction to Public Administration(PGPA20GET)
 - B. M.A.IV semester-Core paper: Comparative Local Governments-India, UK, USA and France (MAPA403CCT)
 - C. M.A.IV semester-Discipline Specific paper Administrative Law (MAPA402DST)
 - D. B.A.VI semester – Generic Elective paper: Issues in Indian Administration (UGPA601GET)The BoS approved it. Copy submitted for ratification.
3. To approve the following papers for revision
 - A. M.A 1st semester core paper: Political thought (MAPA104CCT)The BoS approved it. Copy enclosed and submitted for ratification.
4. Papers for Ratification.
 - A. B.A. 5th semester – Discipline Specific Elective : Local Government in India (BAPA501DST)
 - B. Bridge course-1st semester: Introduction to Public Administration- I
 - C. Bridge course-1st semester: Introduction to Public Administration- II
 - D. Bridge course – 2nd semester: Introduction Administration-II-(State and Local Administrations)
 - E. Course-2nd semester: Introduction Administration-II-(State and Local Administrations)

F. Programme structure with CBCS of M.A

G. Programme structure with CBCS of B.A

The BoS approved it. Copy enclosed and submitted for ratification.

5. Approval of PhD topic and allocation of supervisors.

The BoS approved it. Copy enclosed and submitted for ratification.

6. Corrections/Amendments in PhD topics.

The BoS approved it. Copy enclosed and submitted for ratification.

7. Extension of time to PhD scholar.

The BoS approved it. Copy enclosed and submitted for ratification.

8. Panel of Examiners for approval.

The BoS approved it. Copy enclosed and submitted for ratification.

9. List of journals

The BoS approved it. Copy enclosed and submitted for ratification.

10. Approval of Common syllabus for U.G & P.G. in Regular as well as Distance mode.

The BoS approved it. Copy enclosed and submitted for ratification.

B. The 12th meeting of the BoS of the Department of Public Administration was held on 07-11-2017.

The agenda items of the Department based on the minutes of the BoS held on 07-11-2017 are as follows:

1. To approve the restructuring and inclusion of thrust area papers in the syllabus of existing M.Phil, PhD course work.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To review PhD course work syllabus of thrust areas.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve expansion of B.A. syllabus from 4 to 6 units as per CBCS.
The BoS approved it. Copy enclosed and submitted for ratification.
4. Extension of Non-NET fellowship for one year to PhD Research scholar.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To approve M.A III semester Generic elective paper Introduction to Indian Constitution.
The BoS approved it. Copy enclosed and submitted for ratification.
6. To approve the conversion of regular into part time PhD as scholar Md. Rafi Ahmed appointed as Asst. Prof in CSE Academy, MANUU.
The BoS approved it. Copy enclosed and submitted for ratification.
7. To approve the allotment of supervisors and topics for research scholars 2017-18 batch.
The BoS approved it. Copy enclosed and submitted for ratification.

C. The 13th meeting of the BoS of the Department of Public Administration was held on **12-04-2018**.

The agenda items of the Department based on the minutes of the BoS held on **12-04-2018** are as follows:

1. To approve the syllabus of Disaster Management for III semester of U.G program.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To approve the syllabus of Disaster Management for III semester of P.G program.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve the B.A VI semester syllabus of Police Administration and Office Management.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the one year time period extension to PhD scholars.
The BoS approved list. Copy enclosed and submitted for ratification.
5. To approve the Common syllabus for the U.G. and P.G level programmes for both the modes of education to ensure the uniformity and conformity with the policy of University.
The BoS approved it. Copy enclosed and submitted for ratification.

III. Agenda items of Department of Social Work:

A. The agenda items of the Department of Social Work based on the minutes of the BoS held on **03.02.2017** are as follows:

1. To approve the allocation of research topic and allotment of PhD Supervisors in academic year 2016-17.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To approve the Generic Elective Course Structure offered by the department.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve the list of Examiners for MSW and PhD.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the list of examiners for PhD course work and Dissertation.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To approve the list of Journals.
The BoS approved it. Copy enclosed and submitted for ratification.

B. The agenda items of the Department of Social Work based on the minutes of the BoS held on **12.05.2017** are as follows:

1. To Confirm BoS minutes dated 03.02.2017.

The BoS approved it. Copy enclosed and submitted for ratification.

2. To approve the syllabus for the PhD course work paper on Social Work Research.

The BoS approved it with minor addition in Unit III of previous paper content.

3. To approve paper on Social Development as Discipline Specific Optional
The BoS approved it with a suggestion to add latest books in the list of references. Copy enclosed and submitted for ratification.

4. To approve the codes of all theory papers of PhD course work with each paper of 4 credits and 100 marks

The BoS approved it. Copy enclosed and submitted for ratification.

IV. Agenda items of Department of Political Science

A. The agenda items of the Department based on the minutes of the BoS held on **27-01-2017** are as follows:

1. Confirmation of the minutes of the earlier meeting of the BoS held on 18.02.2016.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To report CBCS courses of Political Science at U.G & P.G level.
The BoS approved it. Submitted for ratification.
3. To finalize the Dissertation topics of M. Phil students, 2016-17.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To consider the alteration of M.Phil Dissertation topic of Mohd. Sikendar Wani, a student of M.Phil of 2015-16 batches.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To report the first extension of the Dissertation Submission date of M.Phil students of 2015-16 batches
The BoS approved it. Copy enclosed and submitted for ratification.
6. To revise the old syllabuses of UG and PG courses offered by the department of Political Science.
The BoS approved it. Copy enclosed and submitted for ratification.
7. To approve the Bridge course syllabuses.
The BoS approved it. Copy enclosed and submitted for ratification.
8. To approve the syllabus of 'Contemporary Political Theory' offered in the first semester of M.A. in Political Science.
The BoS approved it. Copy enclosed and submitted for ratification.

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9. To finalize the syllabus of 'Indian Politics' and 'Global Politics' offered as Generic Elective in M.A as well as the syllabus of 'Fundamentals of Political Science' and 'Introduction to Indian Politics' as Generic Elective in U.G programme s part of the CBCS programme.
The BoS approved it. Copy enclosed and submitted for ratification.
- 10.To approve the syllabus of 'State and 'Civil Society' paper offered as Discipline Specific paper in M.A. third semester.
The BoS approved it. Copy enclosed and submitted for ratification.
- 11.To approve the Common Syllabus of Regular and Distance mode programme of Political Science.
The BoS approved it. Copy enclosed and submitted for ratification.
- 12.To approve the translation of all the syllabuses of Bridge Course, U.G, P.G., M.Phil and CBCS programme in Urdu.
The BoS approved it. Copy enclosed and submitted for ratification.
- 13.To consider the approval of the starting of PhD programme in Political Science from 2017-18.
The BoS approved it. Copy enclosed and submitted for ratification.
- 14.To consider the proposal of starting P.G Diploma Programmes.
The BoS suggested it to start in Human rights but subject to the availability of required no. of faculty. Copy enclosed and submitted for ratification.
- 15.To increase the intake of M.A programme from 25 to 30.
The BoS approved it. Copy enclosed and submitted for ratification.
- 16.To consider the institution of an annual Memorial Lecture in the name of an eminent person affiliated with Political Science.
The BoS approved it. Copy enclosed and submitted for ratification.

17. To consider the publication of a bi-annual journal in English from the Department of Political Science.
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The BoS asked the Head that he should first write a proposal to the University for Financial Allocation to this proposal so that there should not be any problem in future to sustain the journal. Also advised the Head to consider starting an Open Access web-journal till the time financial allocation is not made for print journal by the University. Submitted for ratification.

18. To consider the plan of starting Extension Lecture Series, Special/Guest Lectures etc, by the Department at regular intervals.

The BoS approved it. Copy enclosed and submitted for ratification.

19. To finalize the panel of examiners for Bridge Course, B.A., M.A and M.Phil programmes.

The BoS approved it. Copy enclosed and submitted for ratification.

20. List of journals to be submitted to UGC.

The BoS approved it. Copy enclosed and submitted for ratification.

B. The agenda items of the Department based on the minutes of the BoS held on ~~20-10-2017~~ are as follows:

1. To confirm the minutes of the earlier meeting of the BoS held on 27.01.2017.

The BoS approved it. Copy enclosed and submitted for ratification.

2. To report the minutes of the DRC held on 13.09.2017.

The BoS approved it with some suggestions and recommendations. Copy enclosed and submitted for ratification.

3. To approve the syllabus of B.A. Political Science in new pattern.

The BoS approved it. Copy enclosed and submitted for ratification.

4. To approve the syllabus of M.A. Political Science in new pattern.

The BoS approved it. Copy enclosed and submitted for ratification.

5. To approve the syllabus of PhD course work.

The BoS approved it. Copy enclosed and submitted for ratification.

6. To approve the Generic Elective papers

The BoS approved it. Copy enclosed and submitted for ratification.

7. To approve the modifications/changes in the list of examiners for B.A., M.A., M.Phil and PhD programmes.

The BoS approved it. Copy enclosed and submitted for ratification.

8. Proposal to start Diploma/Certificate programmes.

The BoS welcomed the idea and constituted two-member committee to work out for this. Copy enclosed and submitted for ratification.

9. To approve the changes in B.A. syllabus, credits, contents, for the common syllabus of regular and distance mode programmes of political science.

The BoS approved it. Copy enclosed and submitted for ratification.

C. The agenda items of the Department based on the minutes of the BoS held on 21-02-2018 are as follows:

1. To confirm the minutes of the earlier meeting of the BoS held on 20.10.2017.

The BoS approved it. Copy enclosed and submitted for ratification.

2. To report the minutes of the Departmental Research Committee (DRC) held on 21.02.2018.

The BoS approved it. Copy enclosed and submitted for ratification.

3. To consider New Courses in M.A as DST & Core papers.

The BoS unanimously resolved to introduce few new courses. Copy enclosed and submitted for ratification.

4. To consider the Introduction of Honors Programme in Political Science at B.A. level.

The BoS approved it. Copy enclosed and submitted for ratification.

5. To revise the syllabus of M.A. Programme.

The BoS approved it. Copy enclosed and submitted for ratification.

6. To consider the approval of Political Science papers for B.A. Programme in Distance mode.

The BoS approved it. Copy enclosed and submitted for ratification.

7. To approve the constitution of Rajani Kothari Memorial Lecture to be started from the next academic year as an annual event.

The BoS approved it. Copy enclosed and submitted for ratification.

VI. Agenda items of Department of History:

A. The agenda items of the Department based on the minutes of the BoS held on **06-02-2017** are as follows:

1. To approve the panel of Examiners for different courses.
The BoS approved the list. Copy enclosed and submitted for ratification.
2. To approve syllabus of Bridge course from session 2017-18.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve syllabus of U.G programme jointly framed by dept. and DDE
The BoS approved it. Copy enclosed and submitted for ratification.
4. To start direct PhD programme in History from session 2017-18.
BoS strongly recommended and approved it. Submitted for ratification.

B. The agenda items of the Department based on the minutes of the BoS held on **12-07-2017** are as follows:

1. Syllabus of PhD Programme from session 2017-18.
The BoS approved it with some changes. Submitted for ratification.

C. To approve duly synchronized 6-unit U.G syllabus (History) with DDE which is approved by circulation by its BoS members.
A copy submitted for ratification.

V. Agenda items of Department of Islamic Studies:

A. The meeting of the BoS of the Department of Islamic Studies has been held on **30.09.2016**.

The agenda items of the Department based on the minutes of the BoS are as follows:

1. To approve common syllabus of B.A. and M.A Islamic Studies for Regular as well as Distance Mode Programmes.

The BoS approved it. Copy enclosed and submitted for ratification.

2. Syllabus and title for Discipline Specific Elective (DSE) and Generic Elective Paper (GE).

The BoS approved it. Copy enclosed and submitted for ratification.

3. Criteria for Admission in “Diploma in Islamic Studies” programme is decided as any 10th or equivalent degree with no maximum age bar and a part time programme with 30 intake.

The BoS approved it. Copy enclosed and submitted for ratification.

4. To consider “Arab Culture” as Allied subject for the purpose of admission in M.Phil and PhD programmes in Islamic Studies.

The BoS approved it. Copy enclosed and submitted for ratification.

5. List of refereed and reputed journals of Islamic Studies.

The BoS approved it. Copy enclosed and submitted for ratification.

6. Revised syllabus of Compulsory “Islamiyat” paper.

The BoS approved it. Copy enclosed and submitted for ratification.

B. The meeting of the BoS of the Department of Islamic Studies has been held on **08.02.2017**.

The agenda items of the Department based on the minutes of the BoS are as follows:

1. To approve "Introduction to Islamiyat Mysticism" as Generic Elective paper for III semester of P.G programmes.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To approve the topics and supervisors of PhD and M.Phil scholars.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve the panel of examiners for all courses.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the minor changes in nomenclature of one paper of P.G programme and minor changes in Urdu titles of U.G programme.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To report the change in nomenclature of Comparative studies of Religions to Introduction to major world religions.
The BoS approved it. Copy enclosed and submitted for ratification.
6. To report the choice in compulsory "Islamiyat" paper for the students of 1st and 2nd semesters of all U.G. courses (B.A, B.Sc & B.Com) would be as follows:
 - a. The paper of ISLAMIYAT would be compulsory for all Muslim students (non Madarsa back ground)
 - b. Madarsa students have to opt "Introduction to Major Worlds Religions" (IMWR) paper instead of ISLAMIYAT.
 - c. Non Muslim students will have choice to opt either "Introduction to Major World Religions" paper or Islamiyat paper.The BoS approved it. Copy enclosed and submitted for ratification.
7. To report the Urdu titles of New Course Materials for U.G. & P.G. programs.
The BoS approved it. Copy enclosed and submitted for ratification.

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8. To report the minor changes in Urdu titles of U.G. program.

The BoS approved it. Copy enclosed and submitted for ratification.

C. The meeting of the BoS of the Department of Islamic Studies has been held on **08.08.2017**.

The agenda items of the Department based on the minutes of the BoS are as follows:

1. To approve the syllabus of M.Phil/PhD course work as per new CBCS system.

The BoS approved it. Copy enclosed and submitted for ratification.

2. To approve the changes in M.A Islamic Studies syllabus.

The BoS approved it. Copy enclosed and submitted for ratification.

3. To approve the new codes allotted to all papers in all courses of PhD, P.G., U.G and Diploma.

The BoS approved it. Copy enclosed and submitted for ratification.

4. To approve the list of Panel of Examiners for all courses of PhD/M.Phil, PG, UG and Diploma.

The BoS approved it. Copy enclosed and submitted for ratification.

5. To approve the changes in UG, Islamiyat and IMWR syllabus.

The BoS approved it. Copy enclosed and submitted for ratification.

6. To approve the list Panel of Evaluators for research thesis.

The BoS approved it. Copy enclosed and submitted for ratification.

VII. Agenda items of Department of Sociology:

A. The meetings of the BoS of the Department of Sociology has been held on 25th January, 2017; 27th July, 2017 and 12th February, 2018.

The agenda items of the Department based on the minutes of BoS are as follows:

1. To approve the course structure/design for all the courses of all semester of M.A. programme from time to time in line with the new CBCS pattern.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To approve the final course structure/design and syllabus for the UG programme (B.A., Sociology) from time to time in line with the new CBCS pattern.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve the course structure/design of PhD and no. of seats as adapted by the university which is introduced from the academic year 2017-18.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the names of Prof.P.H.Mohammad (Prof. & HoD) and Dr.Shazia Farooq Fazli and Dr. Sahced (both Asst. Prof, Sociology) to supervise the research scholars of PhD/M.Phil.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To approve the common syllabus of B.A. Sociology in regular and distance mode.
The BoS approved it. Copy enclosed and submitted for ratification.
6. To approve the panel of examiners in each course offered in different programmes (U.G and P.G and PhD in Sociology) and also for the ET in both regular and DDE mode.
The BoS approved it. Copy enclosed and submitted for ratification.

7. To approve the list of journals.

The BoS approved it. Copy enclosed and submitted for ratification.

8. To approve the resolutions of DRC and RAC.

The BoS approved it. Copy enclosed and submitted for ratification.

REPORTING ITEMS:

1. The department of Sociology has conducted a National Conference on the topic "Language, Culture and Minorities: Issues and Challenges" on 22-23 March, 2018.

2. The dept. has organized one session on a sub-theme, "Locating Studies on Institutional Changes in Contemporary Sociology" in the *First National Urdu Social Science Congress held on "Teaching and Research in Social Sciences in Urdu"* during 14-15 December, 2017, organized/hosted by MANUU.

3. Dr.Shazia Farooq Fazli, Asst. Prof., Sociology has applied for lien for two years in view of her selection in the Aligarh Muslim University, Aligarh for the same position. She will be relieved from the department on suitable date as decided by the university. The department will be seeking a substitute in her place.

4. The department had introduced the Bridge Course in Sociology as per the decision taken by the university in this regard. However, the department has decided to withdraw the Bridge Course from the academic year 2017-18, as per the directives of the competent bodies since the university has identified a list of Madarasas giving equivalence to the respective courses in MANUU thus meeting the objective of introducing the Bridge Courses.

VIII. Agenda items of Department of Economics:

A. The meeting of the BoS of the Department of Economics has been held on 26th April, 2017.


The agenda items of the Department based on the minutes of BoS are as follows:

1. To approve the syllabus for Under Graduate programme.
The BoS approved it. Copy enclosed and submitted for ratification.
2. To approve the syllabus for Post Graduate programme.
The BoS approved it. Copy enclosed and submitted for ratification.
3. To approve the PhD programme syllabus.
The BoS approved it. Copy enclosed and submitted for ratification.
4. To approve the Constitution of Departmental Research Committee.
The BoS approved it. Copy enclosed and submitted for ratification.
5. To approve the Master's Thesis (topics).
The BoS approved it. Copy enclosed and submitted for ratification.
6. To approve the panel of Examiners.
The BoS approved it. Copy enclosed and submitted for ratification.

B. The agenda items of the Department based on the minutes of the BoS held on **08-05-2018** are as follows:

1. To approve synchronization of Common Syllabus (Distance & Regular mode).

The BoS approved it. Copy enclosed and submitted for ratification.


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