

Minutes of the BOS in Arabic held on 30/10/2017 at faculty room, Mahargias College, Erodelam.

Members present:

- 1) Dr. LIYAQATH ALI
- 2) Dr. MUSTHAFA. PM
- 3) Hameed. KA
- 4) Dr. Jabir .K
- 5) ABDUL RASHEED. KS
- 6) SHAMEEDA. MM
- 7) Mr. NOUSHAD . PM
- 8) Mr. Salahudhin. K
- 9) Dr. NISAM. C

Minutes of the meeting of Board of Studies in Arabic held on 30/10/2017 at Faculty room, Dept. of Arabic.

Members present:

- 1) Dr. Liyaqath Ali (Chairman)
- 2) Mr. Musthafa.PM (Member)
- 3) Dr.Jabir.K (Member)
- 4) Mr.Hameed.KA (Member)
- 5) Mr.Abdul Rasheed.KS (Member)
- 6) Ms. Shameeda.MM (Member)
- 7) Mr. Salahudhin.K (Member)
- 8) Mr. Noushad.PM (Invited member)
- 9) Dr. Nisam.C (Invited member)

Meeting started with the welcome speech of Dr.Liyaqath Ali, Chairman of the BOS in Arabic, who presided over the meeting.

The only agenda of the meeting was to discuss the issue concerned with conduct of practical classes for the complimentary courses, ARB1CMP01 Communication and composition 1, ARB2CMP03 Communication and composition 2, ARB3CMP05 Communication and composition 3 and ARB4CMP07 ICT in Arabic. The board discussed the issue in detail and resolved to forward the following submission to the Controller of Examinations and the Academic council at the earliest.



E.O.D. of Arabic

[As part of curriculum revision in connection with the implementation of Academic Autonomy in the college, practical classes were introduced to four courses in the BA Arabic Programme. However, even after repeated requests made by the Dept. in many meetings of various bodies, the College has not been able to provide computerized language lab facilities to the Dept. Hence, the Dept. is not in a position to conduct practical classes or practical exam.

As such, the Board of studies meeting held on 30/10/2017 resolved to delete the practical classes from these courses and to merge its credits with theory part, until proper facilities are provided for this purpose, and to calculate the marks based on the performance of the students in theory examinations. As the contents of the courses will remain the same, even after the deletion of practical part of the courses, the addition of credits of practical part with the theory part, can be justified. It has also resolved to request to the authorities to modify the curriculum of these four courses accordingly. The details of the courses before and after the modification are given in annexure 1 & 2 respectively.

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The meeting resolved to request the Principal
[request you to take necessary actions to intimate the concerned authorities to prepare the mark-lists accordingly.]



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30/10/2017
H.O.D. of Arabic

**Minutes of Board of Studies in Arabic held at 1.30 pm. on 29/02/2016
at the chamber of the Head of Department of Arabic,
Maharaja'College, Ernakulam.**

Members present:

- | | |
|--------------------------|------------|
| 1- Dr. Liyaqath Ali | (Chairman) |
| 2- Mr. Musthafa.P.M | (Member) |
| 3- Dr. Jabir.K | (Member) |
| 4- Mr. Hameed.K.A | (Member) |
| 5- Mr. Abdul Rasheed.K.S | (Member) |
| 6- Dr.Mohammed Chenadan | (Member) |
| 7- Dr. Jafar Sadik.P.P | (Member) |
| 8- Dr. N.Shamnad | (Member) |
| 9- Mr.M.B.Mohammed | (Member) |
| 10-Mr.Yahyakhan.U.P | (Member) |

Meeting started with a welcome speech offered by Dr. K.Jabir, Coordinator of the Curriculum restructuring workshops. Dr.Liyaqath Ali , Chairman of the BoS in Arabic presided over the meeting.

The Chairman briefed the activities took place so far and requested the members to go through the various courses prepared by panel of experts (sub groups), formed in the workshop, and to suggest modifications, if any, in each course.

Then the Coordinator, Dr.K.Jabir, presented all courses of U.G and P.G one by one. The members thoroughly examined each of them. Finally, the BoS unanimously approved the curriculum of all U.G and P.G courses in Arabic.

The Board further resolved that the method of calculation of internal and external marks in science courses with lab works may be followed in the Arabic courses with lab works. It also requested the college authorities to take necessary actions to publish the curriculum in the college website and to seek expert opinions in all subjects.

It noticed that the new syllabus emphasizes on developing oral skills in Arabic. For this, it is necessary to train the teachers well in communicative as well as colloquial Arabic. Hence it recommended to use the fund received under the Head of Faculty



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Development (Rs.10,000) for this purpose. The members requested the industrial representative of the BoS. Mr.M.B.Mohammed to render his service for this purpose and he accepted to conduct special training sessions on this area in the evenings of working days.

Mr.Musthafa.P.M offered vote of thanks. The meeting came to an end by 4.30 pm.



Dr. Liyaqath Ali
29/2/16

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