



## DEPARTMENT OF HOME SCIENCE

### Minutes of the BOS Meeting on 2<sup>nd</sup> June 2020

The department of Home science conducted its online meeting on 2<sup>nd</sup> June 2020 at 11:30 AM. The following members were present in the meeting:

S.No	Name of the Member	Designation	Representation
1.	MS. Ruchi Mathur	Head Department of Home Science, Sophia Girls' College Ajmer (Autonomous)	Convener
2.	Prof Ritu Mathur	Professor Dept of food Science and Nutrition , MDS University Ajmer	VC Nominee
3.	Ms Minakshi Jain	Associate Professor, Govt Girls' College, Ajmer	Academic Council Nominee(Subject Expert
4.	Ms Isha Sukhwal	Assistant Professor, IIS University Jaipur	Academic Council Nominee(Subject Expert
5.	Ms Shweta Sharma	Lecturer, Sophia Girls' College Ajmer (Autonomous)	Faculty Member
6.	Ms Sangeeta Jain	Dietician, Mittal Hospital , Ajmer	Industry Expert
7.	Ms Swati Mathur	Research Scholar, Dept of food Science and Nutrition , MDS University Ajmer	Alumini
8.	Samreen Maharaj	Present Student, , Sophia Girls' College Ajmer (Autonomous)	Student

#### The Agenda of the meeting were:

1. To read and approve the Minutes and Action Taken Report of the previous meeting.
2. To consider and approve syllabi of Home Science (U.G Sem.-I to VI) 2018-19, 2019-20 & 2020-21.
3. To consider and approve the Hindi translation of syllabi (Sem I to VI ) 2020-21.
4. To discuss the strategy to conduct Online Exam for both the Internal as well as External Practical End Semester Examination for U.G Program, 2019.
5. To consider and incorporate Add On Courses from Swayam /MOOCs /NPTEL /Govt. Portal in the curriculum.
6. To apprise the members about the successful E-Learning classes conducted and development of E -Content.
7. To inform about the Alumni placements and progression.
8. To notify about the feedback analysis (Infrastructural Facilities /curriculum design/ teaching pedagogy / employability) by the stakeholders.

9. To apprise about the Major departmental achievements and events,  
Any other matter with the permission of the Chair.

#### **Minutes of the Meeting:**

The online meeting began with the welcoming of the guests and reading of the agenda of the meeting by the convener, then the agenda was taken up one by one.

1. The minutes and the action taken report of the previous BOS meeting were read to the members and they were proposed by Prof Ritu Mathur and they were passed by the members.
2. The convener started reading the syllabus to the members from sem I to VI, the members were also informed about the highlighted portion of the syllabus.
3. To make the syllabus relevant in the present scenario the BOS members were also informed about the addition of **new topics related to Covid-19** they are:
  - In paper II of Sem III – **Community Health and Nutrition (Definition, types and factors affecting health and nutrition)** for this Prof Ritu mathur suggested to add methods of sanitization.
  - In paper I of Sem V – **Immunity(definition, types, and methods of improving immunity)** the BOS members suggested to add the importance of nutrition in improving immunity.
4. For Human physiology papers of Sem I and II Prof Ritu Mathur suggested that the student should be given either **e notes or links of online videos instead of leaving the topic.**
5. Prof Ritu Mathur proposed to add antioxidants, their definition ,functions , types and their role in the paper II of sem IV(Fundamentals of Food and Nutrition)
6. In paper I of Sem v in unit III the BOS members suggested to add classification of Therapeutic diets instead of routine hospital diets.
7. T make the syllabus more employable the BOS members were also informed about the addition of new paper in Sem VI i.e **NGO and Entrepreneurship Management ,** for which the syllabus has been passed last year.
8. The BOS members were also informed about the changes done in the practical paper of Sem VI the changes are: table setting , making of rangoli or alpana or decoration for different occasions has been deleted and to make the syllabus more employable an internship of 15 days for the students in any NGO/ Entrepreneur/ Small scale industry has been added . The members were also informed about the marking scheme and submission of project report by the students. All the BOS members approved the same.
9. The Hindi translation of the syllabus was also approved by the BOS members.

10. The strategy for the conduction of the online internal and external practical examination was also discussed with the BOS members and approval was also taken from them.
11. The BOS members were also informed about the add on courses of the department.
12. The convener of meeting informed the members about the alumni placements of the department and also about the online classes taken by the faculty members and e-content developed and provided to the students
13. The members were also apprised about the list of examiners.

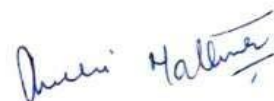
At the end the convener thanked all the BOS members for the meeting.

Principal

Convener



(Dr. Sister Pearl)  
**PRINCIPAL**  
**SOPHIA GIRLS' COLLEGE**  
**(AUTONOMOUS)**  
**AJMER**



(Ms Ruchi Mathur)

**Head**  
**Department of Home Science**  
**Sophia Girls' College**  
**(Autonomous), Ajmer**

