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**SRI DHARMASTHALA MANJUNATHESHWARA COLLEGE (AUTONOMOUS), UJIRE – 574 240**

**DAKSHINA KANNADA, KARNATAKA STATE**

(Re-Accredited by NAAC at ‘A++’ Grade)

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**DEPARTMENT OF PG STUDIES & RESEARCH IN SOCIAL WORK**

**Proceedings of BOS meeting**

Date: 28-02-2024

Time: 11.00 a.m

Venue: Department of PG Studies and Research in Social Work,

SDM PG College Ujire

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| **AGENDA NO.** | **PARTICULARS** |
| Agenda 1  SDMCU/MSW-BOS/2023-24/02/01 | Reading the minutes of the previous BOS meeting and  Action Taken Report |
| Agenda 2  SDMCU/MSW-BOS/2023-24/02/02 | Revision and Approval of the syllabus |
| Agenda 3  SDMCU/MSW-BOS/2023-24/02/03 | Revision and Approval of soft core/OE/ VAC courses  If any. |
| Agenda 4  SDMCU/MSW-BOS/2023-24/02/04 | Review of results, achievements and feedback of the  Department |
| Agenda 5  SDMCU/MSW-BOS/2023-24/02/05 | Approval of New Courses introduced in the department. |
| Agenda 6  SDMCU/MSW-BOS/2023-24/02/06 | Approval of programme conducted in the Department.   * Field Project * Research Project * Internship |
| Agenda 7  SDMCU/MSW-BOS/2023-24/02/07 | Finalizing the list of examiners |
| Agenda 8  SDMCU/MSW-BOS/2023-24/02/08 | Any other matter |

**Members Present:**

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| **Sl No** | **Name and Address** | **Designation** |
| 1 | Dr. Ravishankar K. R, P.G Studies & Research in Social Work,SDM College (Autonomous), Ujire | Associate Professor and Head,  Chair Person – Board Of Studies  P.G Studies & Research in Social Work |
| 2 | Dr. Dhaneshwari  Department of P.G Studies & Research in Social work, SDM College (Autonomous), Ujire | Associate Professor  Member f BOS |
| 3 | Mr. Suveer Jain, Department of P.G Studies & Research in Social work, SDM College (Autonomous), Ujire | Assistant Professor  Member f BOS |
| 4 | Ms. Swathi B., Department of P.G Studies & Research in Social work,SDM College (Autonomous), Ujire | Assistant Professor  Member f BOS |
| 5 | Dr. Athul S. Semitha, Department of PG Studies & Research in Social Work, SDM College (Autonomous), Ujire | Assistant Professor  Member f BOS |
| 6 | Dr. Akshatha K  Department of PG Studies & Research in Social Work, SDM College (Autonomous), Ujire | Assistant Professor  Member f BOS |
| 7 | Mr P S Poovaiah  Technology Support Specialist  Infosys BPM Ltd, Hebbal Industrial Area  Mysore Pin- 570027, Email: [ratzpoo@gmail.com](mailto:ratzpoo@gmail.com)  Mobile No 9606022646 | Special Invitee  Member f BOS |
| 8 | Dr R Dhanasekara Pandian  Professor and Head, Department of Psychiatric Social Work  NIMHANS Bengaluru-560029  [Email-vnrpandian@gmail.com](mailto:Email-vnrpandian@gmail.com)  Land line-080-26995235, Mobile-9880690197 | Subject Expert |
| 9 | Dr Ravichandran Nair  Assistant Professor, Selection Grade, MSW Programme, Department of Social and Health Innovation, Prasanna School of Public Health , Manipal Academy of Higher Education, Manipal, Email: [rk.nair@manipal.edu](mailto:rk.nair@manipal.edu)  Mobile No 9164943875 | Subject Expert |
| 10 | Mr. Santhosh K  Senior Officer (HR), Konkan Speciality Polyproducts Pvt. Limited, Plot C3,C4,Industrial Estate,  Baikampady, Mangalore – 575011 | Post Graduate meritorious,  Alumni |
| 11 | Dr Yashaswini B,  Assistant Professor, Dept. of PG Studies and Research in Social Work  Mangalore University, Mangalore., Mangalagangothri | University Nominee |
| 12 | Mr. Adithya S  II MSW  SDM College (Autonomous), Ujire | Student Representative |

**Members not present:**

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| **Sl No** | **Name and Address** | **Designation** |
| 1 | Dr R Dhanasekara Pandian, Professor and Head  Department of Psychiatric Social Work, NIMHANS Bengaluru-560029, [Email-vnrpandian@gmail.com](mailto:Email-vnrpandian@gmail.com)  Land line-080-26995235, Mobile-9880690197 | Subject Expert |

Dr. Ravishankar K R, Chairman of the BOS, formally introduced and welcomed the members for the meeting.

**Agenda 1**

**SDMCU/MSW-BOS/2023-24/02/01: Reading the minutes of the previous meeting and Aaction taken report:** Minutes of previous meeting was held on 19-08-2023 was read by Dr. Dhaneshwari which was incorporated with all the details held and action taken reports.

**Agenda 2**

**SDMCU/MSW-BOS/2023-24/02/02: Revision and Approval of the syllabus:**

**Action taken report:**

1. Syllabus was reviewed. No Major changes Suggested.
2. As Subject Course title Management and communication skills for social Workers in 2nd semester and Management and Corporate communication in 4th sem are similar Committee suggested to Replace title of the paper SWST 551 Management and communication skills for social Workers as Communication skills for Social Work Profession . Mr Santhosh gave feedback that Subject knowledge Communication and communication skills are very essential part in Job market.
3. Mr.Santhosh also suggested enhancing students skills for learning on Public Speaking and use of Digital Platforms.
4. Dr Ravichandran Nair suggested to develop the culture of sending Email from students in regard to taking leave which will help to improve their communication skills and also helpful in student supervision an monitoring.

**Agenda 3**

**SDMCU/MSW-BOS/2023-24/02/03: Revision and Approval of soft core/OE/ VAC courses If any.**

**Action taken report:**

As the same courses will be retained as previous year there is no major changes suggested.

1. Dr.Yashaswini and Committee suggested to simplify the contents in open elective papers
2. Dr,Yahaswini mentioned that Mangalore University is offering only one open elective paper for students
3. Dr Ravichandran Nair mentioned that at Manipal University students can earn 6 credits for open elective through coursera, online or any other digital platforms.
4. Committee suggested to motivate students to take coursera

**Agenda 4**

**Review of results, achievements and feedback of the Department.**

**Action taken report:**

Dr.Ravishankar K R HOD presented Results of the department. Results were reviewed.

Discussions were held related to the methods of supervision of Sports Students.

Dr. Athul. S .Semitha presented achievements of the Dept.

BOS committee appreciated for the efforts of the Dept. for achieving 89 % students Job placement

**Agenda 5:**

**Approval of New Courses introduced in the department.**

**Action taken report:** There is no new courses Introduced in the department for-this academic year

**Agenda 6**

**Approval of programme conducted in the Department.**

**Field Project, Research Project, Internship**

* Mr. Santhosh mentioned that as there is more student load in the organist for field work practice they will organise one virtual meeting and will provide theoretical class for students as part of Social Work Practicum
* Mr. Santhosh also mentioned that if students placed for field work practice continuously for a month which will he helpful in assigning activities for students
* Mr. Santhosh proposed Dept. to establish NIPM chapter at SDM PG College and involving students in NIPM activities, in regard this Installation programme on same will be organised in the next week
* He also announced the Mangalore Chapter NIPM programme on 28th September 2024 and invited the Department.
* Dr. Ravichandra Nair suggested student Research project has to be approved by Research ethical committee for more accuracy in Research work
* Dr, Ravichandra Nair suggested that Social Work Practicum and Internship Experience has to be added in the CV of the students. Also suggested students should be motivated to prepare transcript.
* Ms. Cauvery mentioned that during recruitment they consider the Social Work Practicum and Internship Experience. She also shared the Internship Experience of Foreign students at SVYM Mysore.

**Agenda 7:**

**Finalizing the list of examiners**

Dr. Ravishnakar K R presented list of Examiners also informed about the list of Internal and External members added and deleted for various reasons.

**Agenda 6:**

**Any Other Matter**

* Dr. Ravichandra Nair Suggested that one member from Management has to attend BOS meeting which will be helpful to convey few important discussions.
* Student Representative Mr. Adithya Suggested that Online Exams should be conducted during first Internal and second Internal should be offline and Descriptive so that 2nd Internal written exam will be helpful to prepare for the final Exams. Dr. Ravichandra Nair Suggested to collect opinion through Google form and request Principal
* BOS team Verified the contents and syllabus in regard to Social Work Practicum and suggested few contents on the basis of field work Requirement as suggested by Ms. Cauvery Project Writing skills.
* Mr. Pooviaha noted that they will collaborate and support present students in regard to placement.
* Student Representative Mr. Adithya gave the positive feedback about Dept that all faculties and Dept is supporting in overall development of Students. Also mentioned that they are happy about Wearing Uniform.
* Dr. Ravichandra Nair mentioned in the meeting that Social Work Departments are tremendously contributing for the College Rankings by their Community Extension activities.

The meeting ended at 3.00 pm after expressing words of gratitude for the participation. Vote of thanks was delivered by Ms. Swathi.B

Sd/-

Ravishankar K.R.

(B.O.S. Chairperson)