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-: નોટિસ :-

એકેડેમિક કાઉન્સિલની સભા શુક્રવાર, તા. ૧૮-૧૨-૨૦૨૦ નાં રોજ બપોર પછી ૨ : ૩૦ કલાકે યુનિવર્સિટી કાર્યાલયના વહીવટી મકાનના રૂમ નં. ૨૦૫માં નીચેના કામો માટે મળશે, જેમાં હાજર રહેવાની અનુકૂળતા કરવા વિનંતી છે.

-: કાર્યસૂચિ :-

- (૧) એકેડેમિક કાઉન્સિલની તા.૧૦/૦૮/૨૦૨૦ તથા તાકીદની તા.૨૮/૦૮/૨૦૨૦ તેમજ તા.૦૨-૧૧-૨૦૨૦ની સભાની કાર્યવાહીની નોંધને બહાલી આપવા બાબત.
(નોંધ :- (૧) પ્રસ્તુત એકેડેમિક કાઉન્સિલની સભાની કાર્યવાહી (૧) તા.૧૭/૦૮/૨૦૨૦ પત્ર ક્રમાંક:એ/એ.કા./ કા.વા./૭૮૦૧/૨૦૨૦ તથા (૨)તા.૨૮/૦૮/૨૦૨૦ પત્રક્રમાંક:એ/એ.કા./કા.વા./ ૮૪૪૪/૨૦૨૦ તેમજ (૩) તા.૦૩/૧૧/૨૦૨૦ પત્રક્રમાંક:એ/એ.કા./કા.વા./૧૦૧૪૬/૨૦૨૦ થી ટપાલ ધ્વારા એકેડેમિક કાઉન્સિલનાં સભ્યશ્રીઓને મોકલી આપવામાં આવી છે.)
- (૨) સાયન્સ ફેકલ્ટીનાં બાયોસાયન્સ(માઈક્રોબાયોલોજી) વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા દોલત ઉષા ઈન્સ્ટીટ્યુટ ઓફ અપ્લાઈડ સાયન્સીસ એન્ડ ધીરૂ સરલા ઈન્સ્ટીટ્યુટ ઓફ મેનેજમેન્ટ એન્ડ કોમર્સ, વલસાડના આસીસ્ટન્ટ પ્રોફેસર ડૉ. દેસાઈ રીના ગૌરાંગ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ. ભાવેશ જોષી, એસો. પ્રોફેસર, આણંદ એગ્રીકલ્ચર યુનિવર્સિટી, આણંદ અને (૨).ડૉ.એસ.ટી. ઇનગ્લે, એન્વાઈરમેન્ટલ વિભાગ, નોર્થ મહારાષ્ટ્ર યુનિવર્સિટી, જલગાંવ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.દેસાઈ રીના ગૌરાંગ ને સાયન્સ ફેકલ્ટીના બાયોસાયન્સ(માઈક્રોબાયોલોજી) વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૩) સાયન્સ ફેકલ્ટીનાં કેમેસ્ટ્રી વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા જે.એન.એમ. સાયન્સ કોલેજ,ભરથાણાના આસીસ્ટન્ટ પ્રોફેસર ડૉ. પટેલ વત્સલકુમાર મહેશભાઈ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.એચ.એસ.જોષી, પ્રોફેસર એન્ડ હેડ,સૌરાષ્ટ્ર યુનિવર્સિટી, રાજકોટ અને (૨).ડૉ.સતિષ પરદેશી, સાવિત્રીબાઈ ફુલે પુને યુનિવર્સિટી, પુના ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ. પટેલ વત્સલકુમાર મહેશભાઈ ને સાયન્સ ફેકલ્ટીના કેમેસ્ટ્રી વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૪) આર્ટસ ફેકલ્ટીનાં અર્થશાસ્ત્ર વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા ઉધના સીટીઝન કોમર્સ કોલેજ, સુરત ના આસીસ્ટન્ટ પ્રોફેસર ડૉ. પરમાર ત્વીશા જશવંતસિંહ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષર્પ્ટ / નિર્ણાયકો (૧).ડૉ.મોહન પટેલ, આચાર્ય, એન.એસ. પટેલ આર્ટસ કોલેજ, આણંદ અને (૨).ડૉ.હસમુખ જી. દેસાઈ, પ્રોફેસર, ગુજરાત વિદ્યાપીઠ, અમદાવાદ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ. પરમાર ત્વીશા જશવંતસિંહ ને આર્ટસ ફેકલ્ટીના અર્થશાસ્ત્ર વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૫) એજ્યુકેશન ફેકલ્ટીનાં એજ્યુકેશન વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા આર.કે. દેસાઈ કોલેજ ઓફ એજ્યુકેશન, વાપી ના આચાર્યશ્રી ડૉ.ચૌહાણ પ્રીતીબેન જીવણભાઈ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષર્પ્ટ / નિર્ણાયકો (૧).ડૉ.અમૃત જે. ભરવાડ, એજ્યુકેશન વિભાગ, ગુજરાત યુનિવર્સિટી, અમદાવાદ અને (૨).ડૉ.દિલીપભાઈ યુ.પટેલ, એન.એચ. કોલેજ ઓફ એજ્યુકેશન, આણંદ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.ચૌહાણ પ્રીતીબેન જીવણભાઈ ને એજ્યુકેશન ફેકલ્ટીનાં એજ્યુકેશન વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૬) તબીબી વિદ્યાશાખાના બાયોફીઝીક્સ વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા અંગે સુરત મ્યુનિસિપલ ઈન્સ્ટિટ્યૂટ ઓફ મેડિકલ એજ્યુકેશન એન્ડ રીસર્ચ (સ્મીમેર), સુરત ના આસીસ્ટન્ટ પ્રોફેસર ડૉ.જોશી રાજેન્દ્ર વિજયકિષ્ન ની પ્રસ્તુત અરજી સંદર્ભમાં તબીબી વિદ્યાશાખાના ઈ.ચા.ડીનશ્રીએ સદર કેશમાં અરજી તથા જરૂરી સર્ટીફિકેટ ચકાસતા માલુમ પડે છે કે જરૂરી અનુભવ તથા ડીગ્રીઓ થકી પીએચ.ડી માર્ગદર્શક તરીકેની માન્યતા આપવા ભલામણ કરેલ હોય, ઈ.ચા.ડીનશ્રીની હકારાત્મક ભલામણ B.U.T. તા. ૧૮-૦૪-૨૦૧૭ ની સભાએ તેના ઠરાવ ક્રમાંક (૦૨) અન્વયે સ્વીકારવાની સત્તા માન.કુલપતિશ્રીને આપેલ હોય, જે અન્વયે તબીબી વિદ્યાશાખા અંતર્ગત પીએચ.ડી. સુપરવાઈઝીંગ ટીયરની માન્યતા આપવાના કિસ્સામાં ડીનશ્રીની હકારાત્મક ભલામણ હોય તો B.U.T. વતી ડીનશ્રીની હકારાત્મક ભલામણ સ્વીકારી ઉપરોક્ત ઠરાવ્યાનુસાર એકેડેમિક કાઉન્સિલની વિચારણા માટે રજુ કરેલ હોય, તે મુજબ B.U.T. વતી અહેવાલો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.જોશી રાજેન્દ્ર વિજયકિષ્ન ને તબીબી વિદ્યાશાખાના બાયોફીઝીક્સ વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

ઓર્ડિનન્સ : 108 (I)

- A. A Teacher to be recognized as a Research Supervisor for the Ph.D. degree in a subject shall have the following qualifications, and only a full time regular teacher of this University or affiliated College/ Recognized Institution can act as a Research Supervisor. The external research supervisors are not allowed. However, a Co-

supervisor can be allowed in inter-disciplinary areas from other departments of the University or from other related institutions with the approval of the Research Advisory Committee.

Any regular Professor of the University/ College/ Recognized Institution with at least **five research publications** in refereed journals and any regular Associate/Assistant Professor of the University/ College/ Recognized Institution with a Ph.D. degree and at least **two research publications** in refereed journals may be recognized as a Research Supervisor. Provided that in areas/disciplines where there is no or only a limited number of refereed journals available, the Board of University Teaching(B.U.T) may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

- B.** A Professor / Principal and an Associate Professor, duly recognized by the university, with the five-year postgraduate teaching experience in the case of the latter, shall require the number of research publications as mentioned above in (A), and shall be recognized as Ph.D. research supervisors without being subjected to its formal process of recognition.

Note: Proviso regarding five years experience of teaching Post-Graduate classes and required number of publication as mentioned (A) shall not apply to the Associate professors who were already in the staff of the University before this amendment came into force and were recognized as Research Supervisors for the Ph.D Degree in their respective subject.

II IN THE FACULTY OF MEDICINE :

A Qualified Post- Graduate teacher under O.109(iii) may be recognized as a Research Supervisor for research in his subject, Provided he / she has to his credit published research work of recognized eminence and provided further that he / she has not less 10 years of teaching and research experience after obtaining his / her Post-Graduate qualifications and has not less than 5 years of Post-Graduate teaching experience in view of the norms laid down by Medical Council of India (M.C.I) Essentially, all the formal requirements for a Ph.D. research supervisor shall be in accordance with the rules of University Grants Commission (U.G.C), Medical Council of India (M.C.I), All India Council for Teaching Education (A.I.C.T.E.) and other such regulatory bodies depending on the subject.

(અનુસ્નાતક વિભાગ)

- (૭) એમ.ફિલ.-પીએચ.ડી. સંશોધન અભ્યાસના બાયોસાયન્સ વિષયમાં અરજીકર્તા ઉમેદવારોની સંયુક્ત અરજીથી બાયોસાયન્સ વિષયમાં પ્રપોઝલ પ્રેઝન્ટેશન બાદ ICAR-NET passed હોવાને કારણે એમ.ફિલ.- પીએચ.ડી.સંશોધન અભ્યાસમાં પ્રવેશની ફાળવણી ન કરેલ હોય જે સંદર્ભમાં સંશોધનાર્થીની તા.૦૮/૧૧/૨૦૧૯ના પત્રથી યુ.જી.સી. સરકયુલર નં. F.21-1/2007(Cir)/NET, તા.૭/૦૮/૨૦૦૭ માં ની જોગવાઈ Regarding equivalence between the NET conducted by UGC, CSIR and ICAR, it may be noted that the NET conducted by all the three bodies is mutually recognized. સાથે પ્રવેશપાત્ર ગણવા વિનંતી કરેલ છે.

અરજીકર્તાની વિનંતી સંદર્ભમાં બાયોસાયન્સ વિષયની રીસર્ચ એડવાઈઝરી સમિતિની તા.૨૪/૧૨/૨૦૧૯ની સભા એ તેના ઠરાવ ક્રમાંક (૯) યુ.જી.સી. ની જોગવાઈ સાથેની પીએચ.ડી.-એમ.ફિલ.માં પ્રવેશ અરજીકર્તા સંશોધનાર્થીની વિનંતી બાબતે નીચે મુજબ ભલામણ કરેલ હોય જે ભલામણ પર વિચારણા કરવા બાબત.

રીસર્ચ એડવાઈઝરી સમિતિની ભલામણ:

UGC-NET, CSIR-NET અને ICAR-NET ને સમકક્ષ ગણવા માટે ના સરકયુલર મુજબ ICAR-NET ને UGC-NET, CSIR-NET ને સમકક્ષ ગણવાની રહે. પરંતુ હાલમાં આપણી યુનિવર્સિટીમાં ICAR -NET પાસે વિદ્યાર્થીઓને આસિસ્ટન્ટ પ્રોફેસર માટે સિન્ડિકેટના ઠરાવો મુજબ લાયક ગણવામાં આવતા નથી. તેથી રીસર્ચ એડવાઈઝરી ના સભ્યો ICAR -NET ને UGC-NET, CSIR-NET ને સમકક્ષ ગણવાની અને આ બાબત માટે એકેડેમિક કાઉન્સિલ અને સિન્ડિકેટ ની સભા માંથી કાયમી ઠરાવ કર્યા બાદ તેનો અમલ કરવાની ભલામણ કરેલ છે.

(અનુસ્નાતક વિભાગ)

- (૮) **આર્ટસ ફેકલ્ટીનાં મનોવિજ્ઞાન** વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા એસ. બી. ગાર્ડા કોલેજ ઓફ આર્ટસ એન્ડ કોમર્સ કોલેજ, નવસારી ના આસિસ્ટન્ટ પ્રોફેસર ડૉ. અશ્વિનકુમાર શર્મા ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧. ડૉ. જિગર પરીખ, મ્યેનિસીપાલ આર્ટસ એન્ડ સાયન્સ કોલેજ, કલોલ અને ૨. ડૉ. બી. એ. ડહાણીયા, મહિલા આર્ટસ એન્ડ કોમર્સ કોલેજ, જુનાગઢ ના હકારાત્મક અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. BUT ની તા.૯-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજૂ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ. અશ્વિનકુમાર શર્મા ને આર્ટસ ફેકલ્ટીના મનોવિજ્ઞાન વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૯) **આર્ટસ ફેકલ્ટીનાં લાઈબ્રેરી એન્ડ ઈન્ફોર્મેશન સાયન્સ** વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા અગ્રવાલ વિદ્યા ઈંગ્લિશ મિડીયમ કોલેજ, સુરત ના લાઈબ્રેરીયન ડૉ.મહિડા તૃપ્તિબેન દિલીપસિંહ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રીદ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો ડૉ. રાજેશકુમાર એમ. ગામીત, (આસિસ્ટન્ટ પ્રોફેસર, ગ્રંથાલય અને માહિતી વિજ્ઞાન ભવન, ગુજરાત યુનિવર્સિટી, નંવરગપુરા, અમદાવાદ) અને ડૉ.ભગવાનભાઈ કે. ચૌધરી (કોલેજ લાઈબ્રેરી, શ્રીમતી આર. એમ. પ્રજાપતિ આર્ટસ કોલેજ, સતલાસના, મહેસાણા)ના અહેવાલ / રીપોર્ટ પૈકી ડૉ. રાજેશકુમાર એમ. ગામીતનો હકારાત્મક અહેવાલ અને ડૉ.ભગવાનભાઈ કે. ચૌધરી દ્વારા તેમના તા. ૦૮-૦૯-૨૦૨૦ ના રોજના પત્રથી ગ્રંથપાલ તરીકેની નિયુક્તિ યુનિવર્સિટીના નિતિ નિયમ મુજબ થયેલ છે કે કેમ તેની સ્પષ્ટતા કરવા સાથે તા. ૧૨-૦૯-૨૦૨૦ ના પત્રથી યુનિવર્સિટીના નિયમ મુજબ માન્યતા આપવાની ભલામણ કરેલ છે. જે અવલોકને લઈ ડૉ.ભગવાનભાઈ કે. ચૌધરીનો હકારાત્મક અહેવાલ સ્વીકારવાનો હોય તો BUTની તા. ૯-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજૂ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.મહિડા તૃપ્તિબેન દિલીપસિંહ ને આર્ટસ ફેકલ્ટીનાં લાઈબ્રેરી એન્ડ ઈન્ફોર્મેશન સાયન્સ વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા પર વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૧૦) અનુસ્નાતક શિક્ષણ મંડળની તા.૨૫-૦૬-૨૦૨૦ની સભામાં રજૂ થયેલ Ph.D. ઓર્ડિનન્સના ડ્રાફ્ટમાં પીએચ.ડી. સંશોધન અભ્યાસ સંબંધિત બાકી રહેતી યુ. જી. સી. ના એમેન્ડમેન્ટ સહિતની માર્ગદર્શિકા આમેજ કરવા BUT ની સભાએ તેના ઠરાવ ક્રમાંક (૨૭) થી નિયુક્ત સમિતિ દ્વારા તૈયાર કરેલ Ph.D. ઓર્ડિનન્સના ડ્રાફ્ટ મંજૂર કરવા બાબતે અનુસ્નાતક શિક્ષણ મંડળની તા. ૨૦/૧૦/૨૦૨૦ના ઠરાવ ક્રમાંક (૧૧) અન્વયે સૂચવેલ સુધારા મુજબ નિયુક્ત સમિતિ દ્વારા તૈયાર કરેલ ભલામણ પર વિચારણા કરવા બાબત.

:: આથી ઠરાવવામાં આવે છે કે, અનુસ્નાતક શિક્ષણ મંડળ (B.U.T.)ની સભામાં સૂચવવામાં આવેલ જરૂરી સુધારા Ph.D. ઓર્ડિનન્સમાં નિયુક્ત સમિતિ દ્વારા કરાવી સુધારા સહિતનો Ph.D.ઓર્ડિનન્સ બી.યુ.ટી. વતી માન.કુલપતિશ્રી દ્વારા મંજૂર કરાવી એકેડેમિક કાઉન્સિલની વિચારણા માટે રજૂ કરવો.

(બિડાણ: ૧)

(અનુસ્નાતક વિભાગ)

- (૧૧) અનુસ્નાતક શિક્ષણ મંડળની તા.૨૫-૦૬-૨૦૨૦ની સભામાં રજૂ થયેલ Plagiarism ઓર્ડિનન્સનો ડ્રાફ્ટમાં યુ.જી. સી. ની બાકી રહેતી માર્ગદર્શિકા આમેજ કરી તૈયાર કરવા બગત ની સભાએ તેના ઠરાવ ક્રમાંક (૧૮) થી નિયુક્ત સમિતિ દ્વારા તૈયાર કરેલ Plagiarism ઓર્ડિનન્સનો ડ્રાફ્ટ મંજૂર કરવા બાબતે અનુસ્નાતક શિક્ષણ મંડળની તા.૨૦/૧૦/૨૦૨૦ના ઠરાવ ક્રમાંક (૧૨) અન્વયે સૂચવેલ સુધારા મુજબ નિયુક્ત સમિતિ દ્વારા તૈયાર કરેલ ભલામણ પર વિચારણા કરવા બાબત.

:: આથી ઠરાવવામાં આવે છે કે, અનુસ્નાતક શિક્ષણ મંડળ (B.U.T.)ની સભામાં સૂચવવામાં આવેલ જરૂરી સુધારો Plagiarism ઓર્ડિનન્સમાં નિયુક્ત સમિતિ દ્વારા કરાવી સુધારા સહિતનો Plagiarism ઓર્ડિનન્સ બી.યુ.ટી. વતી માન.કુલપતિશ્રી દ્વારા મંજૂર કરાવી એકેડેમિક કાઉન્સિલની વિચારણા માટે રજૂ કરવો.

(બિડાણ: ૨)

(અનુસ્નાતક વિભાગ)

- (૧૨) કાનૂન (લો) ફેકલ્ટીનાં કાનૂન (લો) વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા સાર્વજનિક કોલેજ ઓફ લો, સુરતના આસીસ્ટન્ટ પ્રોફેસર ડૉ. ભદ્રેશ અનીલકુમાર દલાલ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિષ્ણાયિકો (૧).ડૉ. જયવીર પંડયા, સી. યુ. શાહ યુનિવર્સિટી, વાઘવાનના હકારાત્મક અહેવાલ અને (૨)ડૉ. ભાવેશ ભારડ, ગુજરાત યુનિવર્સિટી, અમદાવાદ દ્વારા તેમના અહેવાલમાં ક્રમાંક (૨) થી ઓર્ડિનન્સ ૧૦૮ મુજબ પાંચ વર્ષના પી.જી. ટીચરના અનુભવની જરૂરીયાત હોય તેમના દ્વારા યુનિવર્સિટી માન્યતા પત્ર ધ્યાને લેતાં બે વર્ષનો અનુભવ હોય તે Full Fill થતો ન હોય તેમ જણાવવા સાથે આસીસ્ટન્ટ પ્રોફેસર દ્વારા પાંચથી વધુ પબ્લીકેશન પબ્લીશ કરેલ હોય તેમ જણાવેલ છે. સદરહુ ભલામણ ધ્યાને લેતાં ઓર્ડિનન્સ ૧૦૮ ની જોગવાઈ મુજબ આસીસ્ટન્ટ પ્રોફેસર દ્વારા બે રીસર્ચ પબ્લીકેશન રીફર્ડ જર્નલમાં પ્રકાશીત કરવાના હોય, અનુસ્નાતક શૈક્ષણિક કાર્યના અનુભવની જરૂર ન હોય જે ધ્યાને લેતાં પબ્લીકેશનની જોગવાઈ Full Fill થયેલ હોય જે તજજ્ઞ ડૉ. ભાવેશ ભારડનો અહેવાલ હકારાત્મક તરીકે સ્વીકારવા સાથે ડૉ.જયવીર પંડયાનો હકારાત્મક અહેવાલ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ અન્વયે સ્વીકારી કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ. ભદ્રેશ અનીલકુમાર દલાલ ને કાનૂન (લો) ફેકલ્ટીનાં કાનૂન (લો) વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(બિડાણ: ૩)

(અનુસ્નાતક વિભાગ)

- (૧૩) પીએચ.ડી. માર્ગદર્શક શિક્ષકની માન્યતા માટેની જોગવાઈ યુનિવર્સિટી ઓર્ડિનન્સ (૧૦૮) માં કરવામાં આવેલ હોય જે ઓર્ડિનન્સમાં યુનિવર્સિટી ગ્રાન્ટ કમિશનની પીએચ.ડી. માર્ગદર્શક શિક્ષકની માન્યતા આપવા સંબંધિત માર્ગદર્શિકા ૨૦૧૬ ની જોગવાઈ આમેજ કરવા બાબતે અનુસ્નાતક શિક્ષણ મંડળની તા. ૨૨-૨-૨૦૧૮ની સભાએ તેના ઠરાવ ક્રમાંક (૧૩) અન્વયે નિયુક્ત સમિતિ દ્વારા તૈયાર કરેલ ડ્રાફ્ટ ઓર્ડિનન્સ (૧૦૮) અનુસ્નાતક શિક્ષણ મંડળની તા. ૨૫-૬-૨૦૨૦ની સભામાં બાબત ક્રમાંક (૬) થી રજૂ કરતા સદરહુ બાબત WITHDRAW કરેલ હોય જે બી.યુ.ટી. માં રજૂ કરતા બી.યુ.ટીની તા. ૨૦/૧૦/૨૦૨૦ની બાબત ક્રમાંક:૧૩ અન્વયે એકેડેમિક કાઉન્સિલને ભલામણ કરેલ છે જે ભલામણ પર વિચારણા કરવા બાબત.

અનુસ્નાતક શિક્ષણ મંડળની તા.૨૦-૧૦-૨૦૨૦ ની સભાનો ઠરાવ ક્રમાંક (૧૩)

:: આથી ઠરાવવામાં આવે છે કે, ઓર્ડિનન્સ (૧૦૮) નો મુસદ્દો સ્વીકારી એકેડેમિક કાઉન્સિલને ભલામણ કરવામાં આવે છે.

(બિડાણ:૪)

(અનુસ્નાતક વિભાગ)

- (૧૪) એજયુકેશન ફેકલ્ટીનાં એજયુકેશન વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવાની વી.ટી.ચોકસી સાર્વજનિક કોલેજ ઓફ એજયુકેશન ,સુરતના આસીસ્ટન્ટ પ્રોફેસર ડૉ. ગોહિલ નરેન્દ્રસિંહ પ્રતાપભાઈ ની તા. ના રોજની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.દિલીપભાઈ યુ.પટેલ, એન.એચ. કોલેજ ઓફ એજયુકેશન , આણંદ અને (૨).ડૉ.પિનાકીન કે. યાજ્ઞિક, આણંદ એજયુકેશન કોલેજ, આણંદ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે.

પીએચ.ડી. માર્ગદર્શક શિક્ષકની માન્યતા અંગે અનુસ્નાતક શિક્ષણ મંડળના તા.૨૦-૧૦-૨૦ ની સભાના ઠરાવ ક્રમાંક (૧૬) અન્વયે યુનિવર્સિટી સંલગ્ન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજો રાજ્ય સરકારના શિક્ષણ વિભાગના તા.૨૮/૫/૨૦૨૦ ના ઠરાવ ક્રમાંક: એચ.આરઈ/૨૦૨૦/૫૭૨/બ-૧ થી આઈ.આઈ.ટી.ઈ. સાથે શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ થી ક્રમશઃ સંલગ્ન થયેલ છે. ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજોના વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી સાથે સંલગ્નતા ચાલુ રહે તે સમય દરમિયાન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજના અધ્યાપકોની શિક્ષણ વિદ્યાશાખાની શિક્ષણ વિષયમાં પીએચ.ડી. સુપરવાઈઝીંગ ટીયરની માન્યતા અંગે ,ઓર્ડિનન્સ ૧૦૮ ની જોગવાઈ મુજબની હાલમાં કરવામાં આવતી માન્યતાની કાર્યવાહી મુજબ અધિકાર મંડળની ખાસ વિશિષ્ટ સંજોગો ધ્યાને લઈ કરવા ઠરાવેલ છે. અરજીકર્તા અધ્યાપકના તજજ્ઞોના હકારાત્મક અહેવાલ સ્વીકારવાની સત્તા BUT ની તા.૨૦-૧૦-૨૦ ના રોજની સભાએ તેના ઠરાવ ક્રમાંક (૧૬) અન્વયે માન.કુલપતિશ્રીને આપેલ છે જે ઠરાવ ધ્યાને લઈ ડૉ. ગોહિલ નરેન્દ્રસિંહ પ્રતાપભાઈ ના પબ્લીકેશન મુલ્યાંકનના હકારાત્મક અહેવાલ BUT વતી મંજૂર કરી AC ને ભલામણ કરેલ હોય જે ધ્યાને લઈ AC માં વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૧૫) એજયુકેશન ફેકલ્ટીનાં એજયુકેશન વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા કોલેજ ઓફ એજયુકેશન , દમણ ના આસિ. પ્રોફેસર ડૉ.પટેલ સંજયકુમાર શંકરભાઈ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.સુરેશભાઈ પાડવી, ડીનશ્રી, એજયુકેશન વિભાગ, સરદાર પટેલ યુનિવર્સિટી,વલ્લભ વિદ્યાનગર અને (૨).ડૉ.મિલન ટી મિસ્ત્રી, પ્રોફેસર એન્ડ હેડ, એજયુકેશન વિભાગ, ગુજરાત યુનિવર્સિટી ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે.

પીએચ.ડી. માર્ગદર્શક શિક્ષક ની માન્યતા અંગે સમકક્ષ કિસ્સામાં અનુસ્નાતક શિક્ષણ મંડળના તા.૨૦-૧૦-૨૦ ની સભાના ઠરાવ ક્રમાંક (૧૬) અન્વયે યુનિવર્સિટી સંલગ્ન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજો રાજ્ય સરકારના શિક્ષણ વિભાગના તા.૨૮/૫/૨૦૨૦ ના ઠરાવ ક્રમાંક: એચ.આરઈ/૨૦૨૦/૫૭૨/બ-૧ થી આઈ.આઈ.ટી.ઈ. સાથે શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ થી ક્રમશઃ સંલગ્ન થયેલ છે. ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજોના વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી સાથે સંલગ્નતા ચાલુ રહે તે સમય દરમિયાન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજના અધ્યાપકોની શિક્ષણ વિદ્યાશાખાની શિક્ષણ વિષયમાં પીએચ.ડી. સુપરવાઈઝીંગ ટીયરની માન્યતા અંગે ,ઓર્ડિનન્સ ૧૦૮ ની જોગવાઈ મુજબની હાલમાં કરવામાં આવતી માન્યતાની કાર્યવાહી મુજબ અધિકાર મંડળની ખાસ વિશિષ્ટ સંજોગો ધ્યાને લઈ કરવા ઠરાવેલ છે. અરજીકર્તા અધ્યાપકના તજજ્ઞોના હકારાત્મક અહેવાલ સ્વીકારવાની સત્તા BUT ની તા.૨૦-૧૦-૨૦ ના રોજની સભાએ તેના ઠરાવ ક્રમાંક (૧૬) અન્વયે માન.કુલપતિશ્રીને આપેલ છે જે ઠરાવ ધ્યાને લઈ ડૉ.પટેલ સંજયકુમાર શંકરભાઈ ના પબ્લીકેશન મુલ્યાંકનના હકારાત્મક અહેવાલ BUT વતી મંજૂર કરી AC ને ભલામણ કરેલ હોય જે ધ્યાને લઈ AC માં વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

(૧૬) એકેડેમિક કાઉન્સિલની તા. ૧૦-૦૮-૨૦૨૦ના રોજ મળેલ સભાની બાબત ક્રમાંક-૩૪ના અનુસંધાનમાં થયેલ નિર્ણયના અનુસંધાનમાં રચવામાં આવેલ પેટા સમિતિની તા.૦૬-૧૦-૨૦૨૦ના રોજ ૧૨:૩૦ કલાકે મળેલ ઓનલાઈન સભામાં હાજર રહેલ સભ્યશ્રી (૧)ડો. વી.એ. જોષી(કન્વીનર (૨)ડો. ભાવીનભાઈ નાયક (૩) ડો. સ્નેહલભાઈ જોષી (૪) ડો. જયદીપભાઈ ચૌધરી (૫) ડો. કે.એન. ચાવડા તેઓશ્રીની કાર્યવાહીનો અહેવાલ આ સાથે સામેલ છે. જે અવલોકનાર્થે સાદર.

:: સદર પેટા સમિતિના ઓનલાઈન હાજર સભ્યશ્રીઓની બાબત:- કોમ્પ્યુટર સાયન્સ અને આઈ.ટી. ફેકલ્ટીના તમામ વિષયોની પરીક્ષકો તથા પેપર સેટરોની નિમણુંક કરવા માટે ૧૧વર્ષમાં પીએચ.ડી./નેટ/સ્લેટ કરવાની શરતે નિમણુંક પામેલ પરંતુ ૧૧વર્ષના ગાળામાં શરત પૂર્ણ કરી શક્યા ન હોય પરંતુ હજુ જે તે સંસ્થામાં અધ્યાપક તરીકે ફરજ બજાવતા હોય તેવા અધ્યાપકોને પરીક્ષક તેમજ પેપર સેટર તરીકે નિમણુંક આપવી કે કેમ? જેથી પાછળથી પરીક્ષા સમયે થતી મુશ્કેલીઓને નિવારી શકાય. જે અંગે. ચર્ચા વિચારણા કરવા બાબત.

ઠરાવ:-

આથી ઠરાવવામાં આવે છે કે વી.ન.દ.ગુ.યુનિવર્સિટીની તા.૨૧-૦૮-૨૦૨૦ની બાબત ક્રમાંક ૪૧ના સંદર્ભમાં એવું ઠરાવવામાં આવેલ છે કે-

" યુનિવર્સિટી સંલગ્ન સ્વનિર્ભર કોલેજોમાં જે તે વખતે અધ્યાપકોને શરતી બહાલી આપવામાં આવેલ હોય તે સંદર્ભે નિમણુંક પામેલ અધ્યાપકોએ ૧૧ વર્ષમાં શરત પૂર્ણ કરવાની હોય, પરંતુ હાલમાં કોરોના મહામારીને કારણે કોઈ સ્પર્ધાત્મક પરીક્ષાઓ યોજી શકાય નથી તથા જે અધ્યાપકોનું પીએચ.ડીનું કામ સ્થગિત થયેલ હોય, જેથી આવા અધ્યાપકોની શરતી બહાલી અન્વયે મુદતમાં વધારો કરવા અંગે કરેલ વિનંતી ગ્રાહ્ય રાખી તા.૩૧-૧૨-૨૦૨૧ સુધીમાં લાયકાતની શરતો પરિપૂર્ણ કરે તો તેવા અધ્યાપકોને કાયમી કરવા. પીએચ.ડી. કરનાર અધ્યાપકો તા.૩૧-૧૨-૨૦૨૧ સુધીમાં થીસીસ સબમીટ કરેલ હોય તો પીએચ.ડી. પાસ કરવાની શરતે કાયમી કરવાના રહેશે."

:: -સિન્ડિકેટના ઉપરોક્ત ઠરાવ અનુસાર કોમ્પ્યુટર સાયન્સ અને આઈ.ટી. ફેકલ્ટીના તમામ વિષયોની પરીક્ષકો તથા પેપર સેટરોની નિમણુંક કરવા માટે ૧૧વર્ષમાં પીએચ.ડી./નેટ/સ્લેટ કરવાની શરતે નિમણુંક પામેલ પરંતુ ૧૧વર્ષના ગાળામાં શરત પૂર્ણ કરી શક્યા ન હોય પરંતુ હજુ જે તે સંસ્થામાં અધ્યાપક તરીકે ચાલુ હોય તેવા તમામ અધ્યાપકોને નિયમાનુસાર પેપર સેટર તેમજ પરીક્ષક તરીકે નિમણુંક આપવી તથા યુનિ. દ્વારા જે અધ્યાપકોને માન્યતા આપવામાં આવેલ હોય તેઓને પણ પેપર સેટર-પરીક્ષક તરીકેની કામગીરીમાં સામેલ કરવા. પ્રસ્તુત અહેવાલ બાબત.

(પરીક્ષા વિભાગ 'એ'બ્રાન્ચ)

(૧૭) આ સાથે સામેલ Upadhyay Vishal Bakulchandra ની તા.૧૮/૦૮/૨૦૨૦ ના રોજની પદવી પ્રમાણપત્ર વેરીફિકેશન કરવા અંગેની અરજી અવલોકનમાં લેવા વિનંતી. (અરજી આ સાથે સામેલ છે).

જેમાં નીચે મુજબના મુદ્દાઓ ધ્યાને આવેલ છે.

- (૧) તેમણે T.Y.B.Com ની પરીક્ષા એપ્રિલ-૨૦૦૨ માં સીટ નંબર-૫૦૮૩ થી પાસ કરેલ છે. તેમજ તેમણે અરજી સાથે સામેલ કરેલ પદવી પ્રમાણપત્ર મુજબ યુનિવર્સિટી દ્વારા તા.૨૮/૦૩/૨૦૦૩ ના રોજ પદવી પ્રમાણપત્ર એનાયત કરવામાં આવેલ હતું.
- (૨) પરંતુ તેમણે રજૂ કરેલ T.Y.B.Com માર્કશીટ મુજબ યુનિવર્સિટીનો રેકૉર્ડ વેરીફાઈ કરતા આ વિદ્યાર્થીને T.Y.B.Com પાસ કર્યાની માર્કશીટ તા.૧૪/૦૭/૨૦૦૩ ના રોજ ઈશ્યુ કરવામાં આવેલ છે, તે જોતા વિદ્યાર્થી ને ડીગ્રી માર્કશીટ ઈશ્યુ થયા પહેલાં તા.૨૮/૦૩/૨૦૦૩ ના રોજ એવોર્ડ કરવામાં આવેલ હતી.
- (૩) જેથી ઉપરોક્ત રજૂ કરેલ રેકૉર્ડ તથા યુનિવર્સિટીના રેકૉર્ડમાં વિસંગતતા હોવાનું જણાતા વિદ્યાર્થી સાથે રૂબરૂ વાતચીત કરતા માલુમ પડેલ કે તેઓને વર્ષ-૨૦૦૩ માં ડીગ્રી એવોર્ડ કરવામાં આવેલ પરંતુ તેઓને આ ડિગ્રી પછીથી પોસ્ટ દ્વારા મોકલવામાં આવેલ હતી. જ્યારે એપ્રિલ ૨૦૦૨ માં T.Y.B.Com પાસ કર્યા બાદ તેઓની માર્કશીટમાં નામમાં ભૂલ આવવાને કારણે માર્કશીટ યુનિવર્સિટી ખાતે જમા કરાવેલ હોવાનું જણાવેલ અને તે પણ પાછળથી પોસ્ટ દ્વારા મળેલ હોવાનું વિદ્યાર્થીએ રૂબરૂ જણાવેલ છે.
- (૪) સદરહું વિદ્યાર્થીના માર્કશીટમાં તેમનું નામ, માર્ક્સ તેમજ પાસિંગ વર્ષ તથા મેળવેલ ક્લાસ ની યુનિવર્સિટીના રેકૉર્ડ સાથે ચકાસતા તેમની માર્કશીટ તેમજ પદવી પ્રમાણપત્રમાં પદવી એનાયત કર્યાનું વર્ષ રેકૉર્ડ મુજબ બરાબર માલુમ પડેલ છે.
- (૫) વર્ષ ૨૦૦૩ માં વાર્ષિક પદવીદાન સભારંભ અને ખાસ પદવીદાન સભારંભ એકસાથે યોજવામાં આવેલ હતા. તે સમયે રાજ્યપાલશ્રી સુંદરસિંહ ભંડારીના વરદહસ્તે પદવી પ્રમાણપત્ર એનાયત કરવામાં આવ્યા હોવાથી પદવી પ્રમાણપત્રો પર મા.કુલાધિપતિશ્રી ની સહીથી આપવામાં આવેલ હતા. જ્યારે ઉપરોક્ત વિદ્યાર્થી ઉપાધ્યાય વિશાલ બકુલચંદ્ર ના પદવી પ્રમાણપત્રમાં ઉપર કુલપતિશ્રી પ્રેમ કુમાર શારદા ની સહીથી આપવામાં આવેલ છે. જેઓ નો વર્ષ ૧૯૯૯-૨૦૦૫ સુધી અત્રેની યુનિવર્સિટી ખાતે વાઈસ ચાન્સલર તરીકે નો કાર્યકાળ રહેલો હતો. જે જાણ સારું.

ઉપરોક્ત તમામ બાબત ધ્યાને લેતાં તેમજ સદરહું વિદ્યાર્થીની પદવી પ્રમાણપત્ર પર જ વાઈસ ચાન્સલર શ્રી પ્રેમ કુમાર શારદા ની સહી છે એ જે તે સમયે કયા કારણોથી આપેલ છે તે અંગે કોઈ જાણકારી ન હોય આ વિદ્યાર્થીને તે સમયના વાઈસ ચાન્સલરશ્રી નો કાર્યકાળ જોતા પદવી પ્રમાણપત્ર વેરીફિકેશન કરી શકાય કે કેમ તે પર વિચારણા કરવા સારું.

(બિડાણ : ૫)

(પરીક્ષા વિભાગ 'કોન્વોકેશન બ્રાન્ચ')

(૧૮) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

હોમિયોપેથીક વિદ્યાશાખાની ઓનલાઈન પરીક્ષા લેવા સંદર્ભ એકેડેમિક કાઉન્સિલ તા.૧૦/૦૮/૨૦૨૦ની સભાના ઠરાવ નં-૫૬થી ઠરાવ્યા મુજબ પ્રસ્તુત બાબત અંગે નીચેના સભ્યોની પેટાસમિતિની રચના કરવામાં આવે છે. (૧) ડૉ. વિપુલભાઈ શાસ્ત્રી. (૨) ડૉ. સ્નેહલભાઈ જોષી. (૩) ડૉ. અપૂર્વભાઈ દેસાઈ. (૪) શ્રી કલ્પેશભાઈ ચાંપાનેરીએ વિચારણા કરી COVID-19 ની મહામારીને અનુલક્ષી ઓક્ટોબર-૨૦૨૦માં લેવાનાર પ્રથમ વર્ષ બી.એચ.એમ.એસ ઓનલાઈન પરીક્ષા સંદર્ભ ઠરાવ થયેલ હતો હોમિયોપેથીક વિદ્યાશાખાના ડિનશ્રીએ ઓનલાઈન પરીક્ષા માટે પ્રથમ

વર્ષ બી.એચ.એમ.એસ કાર્યક્રમ અત્રે મોકલેલ છે માટે Unfair Meansના નિયમાની જરૂરીયાત હોવાથી Gujarat Technological University દ્વારા લેવાયેલ FACT સમિતિમાં તા. ૧૪/૧૦/૨૦૨૦ના રોજ ઠરાવ જે નીચે મુજબ છે.

"હોમીયોપેથીક વિદ્યાશાખાની પ્રથમ વખત લેવાનાર ફર્સ્ટ ઈયર ONLINE પરીક્ષાનાં Unfair Means ના નિયમ અંગે હોમીયોપેથીક વિદ્યાશાખાના ડીનશ્રીએ તા.૦૭/૧૦/૨૦૨૦ના પત્રના અવલોકનર્થે જી.ટી.યુ. દ્વારા લેવાયેલ પરીક્ષાના નિયમોને નોંધમાં લઈ એ નિયમો અનુસાર હોમીયોપેથીક ફેકલ્ટીની પ્રથમ ONLINE પરીક્ષાના નિયમો લાગુ પડવા માટે ડીનશ્રી દ્વારા ભલામણ કરવામાં આવી હતી જે FACT કમિટી સ્વીકાર કરે છે. અમે તેનો અમલકરવા માટે ભલામણ કરે છે. "

તા.૦૮/૧૦/૨૦૨૦ની અત્રેની કાર્યાલય નોંધ પર મળેલ આદેશાનુસાર એકેડેમિક કાઉન્સિલવતી મા.કુલપતિશ્રીએ સદર નિયમો મંજૂર કરેલ હોય આમ તેની મા.કુલપતિશ્રીએ કરેલ કાર્યાવાહીના પગલાની નોંધ લેવા જાણ સારું.

(પરીક્ષા વિભાગ 'હોમીયોપેથીક ફેકલ્ટી')

(૧૯) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

પી.જી. કક્ષાએ લેવાનાર પરીક્ષાના એસેસમેન્ટ માટે હાલ ચાલી આવેલ પદ્ધતિ મુજબ નિમણુંક સમિતિ દ્વારા નિમણુંક પામેલ પરીક્ષકોને જે તે કોલેજોમાં બંડલો મોકલાવી બંડલોની ચકાસણી કરાવવામાં આવતી હતી.

કોવીડ-૧૯ની મહામારીને ધ્યાને લઈ કેટલીક કોલેજના તથા યુનિવર્સિટી ગુજરાતી ડિપાર્ટમેન્ટનો પત્ર ક્રમાંક:૨૮૨૬/૨૦૨૦ તા. ૧૫-૦૯-૨૦૨૦નો પત્ર તથા જે.બી. ધારુકાવાલા આર્ટસ કોલેજના આચાર્યશ્રીનો પત્ર ક્રમાંક: Ref.No.: 426/2020 DATE 15-9-2020 મુજબ એમ.એ.સેમેસ્ટર-૨ અને ૪ ની યુનિવર્સિટી દ્વારા લેવાયેલ સપ્ટેમ્બર-૨૦૨૦ની હાલ પુર્ણ થયેલ પરીક્ષાની ઉત્તરવહીઓના મૂલ્યાંકન માટે કોલેજમાં જે તે વિષયના અધ્યાપકોના નામ જોગ બંડલો આવે છે. પરંતુ કોઈ અધ્યાપક તે પેપર ભણાવતો ન હોય અને મૂલ્યાંકન કરવાનું થાય તો વિદ્યાર્થીઓને અન્યાય થઈ શકવાનો સંભવ છે. આમ એમ.એ. પરીક્ષાના બંડલો આચાર્યશ્રીના નામ જોગ મોકલવામાં આવે અને આચાર્યશ્રી જે તે વિષય ભણાવતા અધ્યાપકોને મૂલ્યાંકન કરવા માટે આપે તે અંગેની મંજૂરી આપવા નમ્ર વિનંતી છે. જે જાણ સારું .

(પરીક્ષા વિભાગ 'એ'બ્રાન્ચ)

(૨૦) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

તબીબી વિદ્યાશાખાના ઈ.ચા. ડીનશ્રી, ડો. ચિન્ટુ ચૌધરીના હાલની Covid-19ની મહામારીને કારણે MBBSની પરીક્ષાઓનું એસેસમેન્ટ જે તે પરીક્ષા કેન્દ્ર ખાતે પેપરો મોકલવાની વ્યવસ્થા કરવા તેમજ સેન્ટર ખાતે પરીક્ષા સુપ્રિટેન્ડન્ટ સાથે ચર્ચા કરી યોગ્ય સમય અને સ્થળની ગોઠવણ થાય એવી વ્યવસ્થા કરવા તા.૦૧-૦૯-૨૦૨૦ના આ સાથે સામેલ પત્રથી કરેલ વિનંતી અન્વયે અત્રેના કાર્યાલયની તા.૦૧/૦૯/૨૦૨૦ની નોંધ પર માનનીય ઈ.ચા. કુલપતિશ્રી દ્વારા મંજૂરી આપવામાં આવેલ હોય, માનનીય ઈ.ચા. કુલપતિશ્રી દ્વારા લીધેલ ઉપરોક્ત પગલાની જાણ થવા સારું.

(પરીક્ષા વિભાગ 'એ.સી.ડી.સી.)

- (૨૧) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)
હોમિયોપેથીક વિદ્યાશાખાના ડીનશ્રી, ડો. વિપુલ શાસ્ત્રીના ડીનશ્રીઓની મીટીંગમાં ચર્ચા થયા મુજબ, **Covid-19 ની હાલની સ્થિતિને ધ્યાને લઈ 4th B.H.M.S. (New) & 2nd B.H.M.S. પરીક્ષાનું મૂલ્યાંકન (1) C.D. Pachchigar Homoeopathic College, Surat & (2) Pioneer Homoeopathic Medical College, Vadodara સેન્ટરો ઉપર રાખવા તેમના અનુક્રમે તા.૧૫-૦૮-૨૦૨૦ અને તા.૨૦-૦૮-૨૦૨૦ના આ સાથે સામેલ ઈ-મેઈલ પત્રથી કરેલ વિનંતી અન્વયે અત્રેના કાર્યાલયની અનુક્રમે તા.૧૭-૦૮-૨૦૨૦ અને તા. ૨૨-૦૮-૨૦૨૦ ની નોંધ પર માનનીય ઈ.ચા. કુલપતિશ્રી દ્વારા મંજૂરી આપવામાં આવેલ હોય, માનનીય ઈ.ચા. કુલપતિશ્રી દ્વારા લીધેલ ઉપરોક્ત પગલાંની જાણ થવા સારું.**

(પરીક્ષા વિભાગ 'એ.સી.ડી.સી.)

- (૨૨) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)
વિનયન, વાણિજ્ય, વિજ્ઞાન, મેનેજમેન્ટ, ગ્રામઅભ્યાસ, કોમ્પ્યુટર સાયન્સ એન્ડ ઈન્ફોર્મેશન ટેકનોલોજી, શિક્ષણ વિદ્યાશાખા માટે શૈક્ષણિક વર્ષ માટે ૨૦૨૦-૨૧ માટે ગુજરાત સરકારના કોમન એકેડેમિક કેલેન્ડર તા.૧૨/૧૦/૨૦૨૦ ઠરાવ ક્રમાંક:પરચ/૨૦૧૮/૬૧/ખ-૧ મુજબ તૈયાર કરેલ સત્રવ્યવસ્થા એકેડેમિક કાઉન્સિલ/સિન્ડિકેટની મંજૂરીની અપેક્ષાએ એકેડેમિક કાઉન્સિલ/સિન્ડિકેટવતી માનનીય ઈ.ચા.કુલપતિશ્રીએ મંજૂર કરેલ હોય તે મંજૂર કર્યાના પગલાંની નોંધ લેવા બાબત.

(શૈક્ષણિક વિભાગ)

- (૨૩) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)
શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ થી અમલમાં આવનાર **Post Graduate Diploma in Tax Management** નો અભ્યાસક્રમ એકાઉન્ટ ઈન્કલુડીંગ કોસ્ટીંગ વિષયની અભ્યાસસમિતિના અધ્યક્ષશ્રીએ અભ્યાસસમિતિવતી અને વાણિજ્ય વિદ્યાશાખાના અધ્યક્ષશ્રીએ વાણિજ્ય વિદ્યાશાખાવતી સ્વીકારેલ અને તે મંજૂર કરવા એકેડેમિક કાઉન્સિલને કરેલ ભલામણ એકેડેમિક કાઉન્સિલવતી માનનીય ઈ.ચા.કુલપતિશ્રીએ મંજૂર કરેલ છે, જે મંજૂર કર્યાનાં પગલાંની નોંધ લેવા બાબત.

(શૈક્ષણિક વિભાગ)

- (૨૪) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)
વાણિજ્ય વિદ્યાશાખા અંતર્ગત B.Com. Degree Programme તથા B.Com. (Honours) Degree Programme ના Structure અંગે યુનિવર્સિટી કાર્યાલય પરિપત્ર ક્રમાંક:એકે/પરિપત્ર/૧૨૨૮૩/૧૮ તા.૮/૦૭/૨૦૧૮ થી તમામ કોલેજોને પરિપત્રિત કરવામાં આવેલ જેમાં B.Com. (Honours) Degree Programme માં દર્શાવેલ ક્રેડીટમાં માં વિસંગતતા છે. જેથી B.Com. Degree Programme તથા B.Com. (Honours) Degree Programme ના સુધારેલ Structure વાણિજ્ય વિદ્યાશાખાના અધ્યક્ષશ્રીએ વાણિજ્ય વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને કરેલ ભલામણ એકેડેમિક કાઉન્સિલવતી માનનીય ઈ.ચા.કુલપતિશ્રીએ મંજૂર કરેલ છે, જે મંજૂર કર્યાનાં પગલાંની નોંધ લેવા બાબત.

(શૈક્ષણિક વિભાગ)

- (૨૫) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

શૈક્ષણિક વર્ષ ૨૦૧૮-૨૦ થી અમલમાં આવનાર એમ.બી.બી.એસ.નાં MCI મુજબ બદલાયેલા કોર્ષની પરીક્ષાનાં પ્રશ્નપત્રો તથા પ્રેક્ટીકલ પરીક્ષાની પેટર્ન બદલવા અંગે ચર્ચા કરતા પ્રિ-કલિનિકલ વિષયની અભ્યાસસમિતિની તા.૧૨/૦૩/૨૦૨૦ ની ઠરાવ ક્રમાંક: ૨ અને ૩ અન્વયે નીચે મુજબ ભલામણ કરેલ છે જે મેડીકલ ફેકલ્ટીવતી ફેકલ્ટીનાં ઈ.ચા.ડીનશ્રીએ મંજૂર કરી એકેડેમિક કાઉન્સિલને ભલામણ કરેલ જે

એકેડેમિક કાઉન્સિલવતી માનનીય ઈ.ચા.કુલપતિશ્રી દ્વારા મંજૂર કરવામાં આવેલ છે. જે મંજૂર કર્યાનાં પગલાની નોંધ લેવા બાબત.

પ્રિ-કલિનિકલ વિષયની અભ્યાસસમિતિની તા.૧૨/૦૩/૨૦૨૦ ની ઠરાવ ક્રમાંક: ૨ અને ૩

- એમ.બી.બી.એસ.નાં MCI મુજબ બદલાયેલા કોર્ષની પરીક્ષાનાં પ્રશ્નપત્રો તથા પ્રેક્ટીકલ પરીક્ષાની પેટર્ન અંગે ઠરાવ ક્રમાંક: ૨
 - :: આથી ઠરાવવામાં આવે છે કે, એમ.બી.બી.એસ.નાં MCI મુજબ ત્રણેય વિષયના એનારોમી, બાયો કેમેસ્ટ્રી અને ફીઝિયોલોજી વિષયના નવા બદલાયેલા કોર્ષ મુજબ પરીક્ષાના પ્રશ્નોપત્રો અને પ્રેક્ટીકલ પેટર્ન નક્કી કરીને મંજૂર કરવામાં આવી અને તે મંજૂર કરવા મેડીકલ ફેકલ્ટીને ભલામણ કરવામાં આવે છે.
- જુના રીપીટર બેચના વિદ્યાર્થીઓની પરીક્ષા અંગે ઠરાવ ક્રમાંક: ૩
 - :: આથી ઠરાવવામાં આવે છે કે, જુના રીપીટર બેચના વિદ્યાર્થીઓની પરીક્ષા તેઓના જુના કોર્ષ મુજબ જુની પેટર્નથી લેવી.

(શૈક્ષણિક વિભાગ)

(૨૬) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

એમ.એ. પબ્લીક એડ્મિનિસ્ટ્રેશન વિષયનાં સેમે.૧ ,૨ , ૩ અને ૪ ના અભ્યાસક્રમ અંગે તા.૧૮/૦૭/૨૦૨૦, પત્ર ક્રમાંક:એકે/પરિપત્ર/૫૮૦૦/૨૦૨૦ થી પરિપત્રિત કરવામાં આવેલ જેમાં દરેક વિષયની ક્રેડિટ દર્શાવવાની રહી ગયેલ જે ક્રેડિટ સાથેનો અભ્યાસક્રમ અધીકારમંડોળવતી મંજૂર કરવામાં આવેલ છે. જે મંજૂર કર્યાનાં પગલાની નોંધ લેવા બાબત.

(શૈક્ષણિક વિભાગ)

(૨૭) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ થી અમલમાં આવનાર એજ્યુકેશન ફેકલ્ટીની તા.૦૮/૧૦/૨૦૨૦ની ઓનલાઈન સભાનીકાર્યવાહીની નીચે મુજબની ભલામણ ક્રમાંક: ૨, ૩ , ૪ અને ૫ એકેડેમિક કાઉન્સિલવતી માનનીય ઈ.ચા.કુલપતિશ્રી દ્વારા મંજૂર કરેલ છે. જે મંજૂર કર્યાનાં પગલાની નોંધ લેવા બાબત.

(૨) ઈન્ટરશીપમાં પ્રશિક્ષણાર્થીઓ એ આપવાના થતાં ૩૭ લેશન અંગે નિર્ણય લેવા બાબતે એજ્યુકેશન ફેકલ્ટીની તા.૦૮/૧૦/૨૦૨૦ની સભાનાં ભલામણ ક્રમાંક: ૨

:: આથી ઠરાવવામાં આવે છે કે, એસ.વાય.બી.એડ્. સેમેસ્ટર-૩ ની ઈન્ટર્નશીપનો પ્રારંભ ઓક્ટોબર -૨૦૨૦ ના બીજા અઠવાડિયાથી કરવો. આ ઈન્ટર્નશીપ ૧૦ ક્રેડિટની હોય સમયગાળો સાત અઠવાડિયાનો યથાવત રાખવો. કોરોનાની મહામારીને ધ્યાનમાં લઈ યાતાયાતની સમસ્યા નિવારવા પ્રશિક્ષણાર્થીને પોતાની પસંદગીના સ્થળે ઈન્ટર્નશીપ કરવાની છૂટ આપવી. આચાર્યશ્રીએ પ્રશિક્ષણાર્થી ને સરળતાથી શાળા મળી રહે તે માટે મંજૂરીપત્ર આપવા તથા આ સંબંધે શાળા સાથે જરૂરી પ્રત્યાયન કરવું. પ્રશિક્ષણાર્થીએ સૂચવેલ અભ્યાસક્રમ અને મૂલ્યાંકનના માળખા પ્રમાણે ૩૭ પાઠ આપવા. આ પાઠો પ્રવર્તમાન પરિસ્થિતિ મુજબ એમની ઈન્ટર્નશીપની શાળામાં જે રીતે શૈક્ષણિક કાર્ય ચાલી રહ્યું હોય તેવી એપ્લીકેશનની મદદથી કે Whats app પર કે You Tube પર વિડિયો અપોલડ કરીને અથવા ઓફલાઈન આપી શકાશે. પાઠોના મૂલ્યાંકનની પેટર્ન જેવી છે એવી જ રહેશે. ઓનલાઈન પાઠોનું મૂલ્યાંકન મેટર શિક્ષક તથા અધ્યાપક દ્વારા ઓનલાઈન કરવામાં આવશે. દા.ત. પ્રશિક્ષણાર્થી Google Meet પર પાઠ આપશે, તો શિક્ષક તે મિટિંગમાં ઓનલાઈન જોડાઈને પાઠનું મૂલ્યાંકન કરશે.

(૩) ઈન્ટરશીપમાં પ્રશિક્ષણાર્થીઓએ કરવાની પ્રવૃત્તિઓ અંગે નિર્ણય લેવા બાબતે એજ્યુકેશન ફેકલ્ટીની તા.૦૮/૧૦/૨૦૨૦ની સભાનાં ભલામણ ક્રમાંક: ૩

- :: આથી ઠરાવવામાં આવે છે કે, ઈન્ટરશીપ દરમિયાન પ્રશિક્ષણાર્થીએ લેસન સિવાય પાંચ પ્રકારની પ્રવૃત્તિ કરવાની થાય છે: ૧.લોગબુક ૨. ફોર્મ ભરવું. ૩. સાંસ્કૃતિક કાર્યક્રમ ૪. પાઠોનું નિરીક્ષણ અને ૫. નિબંધ /નકશા / પ્રયોગપોથી ચેક કરવી વગેરે....આ બધી જ પ્રવૃત્તિ પ્રશિક્ષણાર્થીએ કરવાની રહેશે. સાંસ્કૃતિક કાર્યક્રમની જગ્યાએ ઓનલાઈન ગીત,સ્પર્ધા, ચિત્ર સ્પર્ધા, વક્તૃત્વ સ્પર્ધા.. જેવા કાર્યક્રમ પૂર્વ મંજૂરીથી કરાવી શકાય.

- (૪) ફિલ્ડવર્ક અંગે નિર્ણય લેવા બાબતે એજ્યુકેશન ફેકલ્ટી તા.૦૮/૧૦/૨૦૨૦ની સભાનાં ભલામણ ક્રમાંક:૪

:: આથી ઠરાવવામાં આવે છે કે, પ્રવર્તમાન કોરોનાની મહામારીને કારણે ફિલ્ડવર્કનો ડેટા ઓનલાઈન ગૂગલ ફોર્મ, ઈ-મેલ...જેવા માધ્યમોથી એકત્રિત કરી શકાશે.

- (૫) અધ્યક્ષસ્થાનેથી લીધેલ બાબત અંગે એજ્યુકેશન ફેકલ્ટીની તા.૦૮/૧૦/૨૦૨૦ની સભાનાં ભલામણ ક્રમાંક: ૫ નાં મુદ્દા નં. ૧, ૨, ૪

:: આથી ઠરાવવામાં આવે છે કે,

૧. ઈન્ટરનશીપ કાર્યક્રમના મૂળભૂત માળખામાં કોઈ જ પ્રકારનું પરિવર્તન કરવામાં આવ્યું નથી. પરંતુ પ્રશિક્ષણાર્થીઓના હિતને ધ્યાનમાં લઈને પ્રવર્તમાન કોરોનાની મહામારીને કારણે તેમાં ઓનલાઈન મોડનો સમાવેશ કર્યો છે. ગુણાંકન પદ્ધતિ, પ્રશિક્ષણાર્થીઓના કાર્યભાર, સમયગાળો, જમા કરાવવાના થતા સબમીશનો. પ્રશિક્ષણાર્થીએ કરવાની થતી પ્રવૃત્તિઓમાં કોઈ જ ફેરફાર કરવામાં આવ્યો નથી. ઈન્ટરનશીપનું મૂળભૂત માળખું જેવું છે તેવું જ રહેશે.
૨. દક્ષિણ ગુજરાત વિસ્તારના તમામ જિલ્લા શિક્ષણાધિકારીઓને તથા પ્રાથમિક શિક્ષણાધિકારીઓને યુનિવર્સિટીના રજીસ્ટ્રારની સહિથી એમના તાબા હેઠળની શાળાઓમાં બી.એડ.ના તાલીમાર્થીઓને ઈન્ટરનશીપમાં જોડાવા માટેની અનુકૂળતા કરી આપવા માટે અનુમતિનો પત્ર પાઠવવા માટે ભલામણ કરવી. વિવિધ કોલેજના આચાર્યને પણ સદર પત્રની નકલ પ્રાપ્ત થાય એ માટેની વ્યવસ્થા ગોઠવવા માટે ભલામણ કરવામાં આવી. આસિસ્ટન્ટ ડાયરેક્ટર ઓફ એજ્યુકેશન (પ્રાઈમરી સેક્શન) દમણ,આસિસ્ટન્ટ ડાયરેક્ટર ઓફ એજ્યુકેશન (સેકન્ડરી અને હાયર સેકન્ડરી સેક્શન) દમણને પણ ઉપરોક્ત પત્રની નકલ પાઠવવા માટે સર્વાનુમતે ભલામણ કરવામાં આવે છે.
૪. વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી શિક્ષણ વિભાગના અધ્યક્ષ ડૉ.રાજેન્દ્રભાઈ પટેલના ઈન્ટરનશીપ બાબતના પત્રનો સ્વીકાર કરી તેને સર્વાનુમતે મંજૂર કરવામાં આવે છે.

(શૈક્ષણિક વિભાગ)

- (૨૮) UGC પત્રાંક D.O.No.F.9-1/2014(CPP-II) તા.૨૪/૦૫/૨૦૧૯ અન્વયે સિક્યુરીટી ફિચર્સ તરીકે QR Code નો ફિચર્સનો ઉમેરો કરવામા આવેલ હોય સદર બાબતને એકેડેમિક કાઉન્સિલની મિટીંગમા જાણ અર્થે.

(પરીક્ષા વિભાગ 'કોમ્પ્યુટર પુલ')

- (૨૯) કેન્દ્ર સરકાર દ્વારા તા. ૧૧-૦૮-૨૦૨૦ના રોજCOUNCIL OF ARCHITECTUREના (Statutory authority constituted under the Architects Act, 1972) Council of Architecture (Minimum Standards of Architectural Education) Regulations, 2020નું ગેઝેટ પ્રસિધ્ધ કરવામાં આવેલ છે. જેની નોંધ લેવા બાબત.

(સેનેટ/સિન્ડિકેટ વિભાગ)

- (૩૦) (માનનીય કુલપતિશ્રીનાં પગલાંની નોંધની બાબત)

શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ની એમ.એસસી.(બાયોસાયન્સ) અભ્યાસની પ્રવેશ કાર્યવાહી સંદર્ભમાં વિભાગના તા.૨૯/૬/૨૦૨૦ના પત્રાંક:બાયોસાયન્સીસ/૧૯૩૬/૨૦૨૦થી બાયોસાયન્સ વિષયની અભ્યાસ સમિતિની/વિજ્ઞાન વિદ્યાશાખાની ભલામણ અન્વયે એકેડેમિક કાઉન્સિલ દ્વારા મંજૂર કરેલ અભ્યાસક્રમ સાથેની નીચે મુજબની પ્રવેશપાત્રતા અનુસાર શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ ની પ્રવેશ કાર્યવાહી માટે M.Sc.

Bioscience (Botany), M.Sc. Bioscience (Zoology), M.Sc. Bioscience (Microbiology) એમ ત્રણ અલગ ઓનલાઈન પ્રવેશ અરજી માટે સોફ્ટવેરમાં જરૂરી સુધારા માટેની રજૂઆત બાબતે ડીનશ્રી, વિજ્ઞાન વિદ્યાશાખાના અભિપ્રાય ધ્યાને લેતા M.SC. BIOSCIENCE અભ્યાસક્રમમાં B.SC. BIOSCIENCE ડીગ્રી ધારકોને પ્રવેશની સ્પષ્ટતા ન હોય અલગ ફોર્મ માટે અભિપ્રાય ન આપી શકાય તે ભલામણ તેમજ તા.૦૮/૧૧/૨૦૨૦ના રોજના અભિપ્રાયથી "બી.એસી.બાયોસાયન્સ પ્રવેશ બાબતે અંતિમ નિર્ણય ન થાય ત્યાં સુધી ગત વર્ષ મુજબ એમ.એસસી. બાયોસાયન્સ માટે પ્રવેશ કાર્યવાહી કરવી" જે ભલામણને એકેડેમિક કાઉન્સિલ વતી મંજૂર કરેલ છે. જેની નોંધ લેવા સારું.

એકેડેમિક કાઉન્સિલની તા.૦૭/૦૬/૨૦૧૯ની સભાના ઠરાવ ક્રમાંક:(૬૩)થી મંજૂર કરેલ M.SC.BIOSCIENCE વિષયની પ્રવેશપાત્રતા

A candidate shall be admitted to M.Sc. Bioscience (Botany)/M.Sc. Bioscience (Zoology)/ M.Sc. Bioscience (Microbiology) based on subject which he/she has taken as the Core-I (Principal) subject at the B.Sc. Degree examination. If seats are vacant than admission can be given to students who have taken the Core-II (Subsidiary subject/ Second subject taken up to S.Y.B.Sc. at least).

ડીનશ્રી, વિજ્ઞાન વિદ્યાશાખાના તા.૨૬/૧૦/૨૦૨૦ના રોજની ભલામણ

સદર બાબતમાં B.Sc. Bioscience વિષય ધરાવતા વિદ્યાર્થીની M.Sc. પ્રવેશ માટેની ELIGIBILITY અંગે કોઈ સ્પષ્ટતા નથી. આ અંગે સ્પષ્ટતા કરી આગળની કાર્યવાહી કરી શકાય.

B.Sc.Bioscience વિષયના વિદ્યાર્થી M.SC. BIOSCIENCE માં પ્રવેશ અંગેની સ્પષ્ટતા કરાવીએ. અલગ ફોર્મ માટે ન અભિપ્રાય અભિપ્રાય આપી શકાય.

ડીનશ્રી, વિજ્ઞાન વિદ્યાશાખાના તા.૦૮/૧૧/૨૦૨૦ના રોજની ભલામણ

"બી.એસી.બાયોસાયન્સ પ્રવેશ બાબતે અંતિમ નિર્ણય ન થાય ત્યાં સુધી ગત વર્ષ મુજબ એમ.એસસી. બાયોસાયન્સ માટે પ્રવેશ કાર્યવાહી કરવી જોઈએ. એવો મારો અભિપ્રાય છે."

(અનુસ્નાતક વિભાગ)

- (૩૧) બી.યુ.ટી.ની તા.૨૦/૧૦/૨૦૨૦ના રોજની સભા દ્વારા શાહ કે.એમ. લો કોલેજમાં LL.M માં BUSINESS LAW ના પ્રવેશ સ્થગિત કરવા સાથે લો ડિપાર્ટમેન્ટના કોર્ષ કો-ઓર્ડિનેટરને સદરહુ અભ્યાસક્રમ શરૂ કરવા બાબતે દરખાસ્ત કરવા એકેડેમિક કાઉન્સિલને ભલામણ કરેલ હોય જેના અનુસંધાનમાં યુનિવર્સિટી લો ડિપાર્ટમેન્ટના કોર્ષ કો-ઓર્ડિનેટરશ્રી દ્વારા તેઓના તા.૨૦/૧૧/૨૦૨૦ના પત્રાંક:કાનૂન/૨૯૯૧/૨૦૨૦થી ડિપાર્ટમેન્ટ ઓફ લો માં LL.M. (BUSINESS LAW) શરૂ કરવાની દરખાસ્ત કરેલ છે. જે પર વિચારણા કરવા બાબત.

B.U.T. ની તા.૨૦/૧૦/૨૦૨૦ના રોજની સભાના ઠરાવ ક્રમાંક: (૧૮)

આથી ઠરાવવામાં આવે છે કે, શાહ કે.એમ. લો કોલેજ, વલસાડના ઈ.ચા. આચાર્યશ્રીએ ચેરમેનશ્રી નૂતન કેળવણી મંડળની કોલેજમાં ચાલતા LL.M. BUSINESS LAW ના યુનિવર્સિટી અનુસ્નાતક કેન્દ્રમાં શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧થી પ્રવેશ સ્થગિત કરવાની વિનંતી ડીનશ્રી કાનૂન વિદ્યાશાખાના અભિપ્રાય મુજબ મંજૂર કરવા અને LL.M. માં BUSINESS LAW વિષયનો અનુસ્નાતક અભ્યાસક્રમ યુનિવર્સિટી કાનૂન ડિપાર્ટમેન્ટમાં શરૂ કરવા માટે લો ડિપાર્ટમેન્ટના કોર્ષ કો-ઓર્ડિનેટરને દરખાસ્ત કરવા એકેડેમિક કાઉન્સિલને ભલામણ કરવામાં આવે છે.

(બિડાણ: પ 'એ')

(અનુસ્નાતક વિભાગ)

- (૩૨) આર્ટસ ફેકલ્ટીનાં અંગ્રેજી વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા અગ્રવાલ વિદ્યાવિહાર અંગ્રેજી મિડિયમ કોલેજ ,સુરત ના આસીસ્ટન્ટ પ્રોફેસર ડૉ. કિષ્ના ઈશ્વરભાઈ પટેલ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષર્પ્ટ / નિર્ણાયકો (૧).ડૉ.હરદીપ આર. ગોહિલ,આસિ. પ્રોફેસર, ગુજરાત કોમર્સ કોલેજ, અમદાવાદ અને (૨).ડૉ.બાનીબરતા મહાતા, એસો. પ્રોફેસર, બનારસ હિન્દુ યુનિવર્સિટી, વારાણસી ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૯-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ. કિષ્ના ઈશ્વરભાઈ પટેલ ને આર્ટસ ફેકલ્ટીનાં અંગ્રેજી વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

- (૩૩) નર્મદા કોલેજ ઓફ સાયન્સ એન્ડ કોમર્સ કોલેજ, ઝાડેશ્વર, તેમજ સરકારી વિજ્ઞાન કોલેજ, ચીખલીના આચાર્યશ્રીઓના પત્રોમાં જણાવ્યા પ્રમાણે B.Sc. નાં કેટલાક વિદ્યાર્થીઓ T.Y.B.Sc.(Computer Science) મુખ્ય વિષયમાં પ્રવેશ લેવા માંગતા હતા, જે અંગે કોમ્પ્યુટર સાયન્સ એન્ડ ઇન્ફોર્મેશન ટેકનોલોજી અને વિજ્ઞાન વિદ્યાશાખાના અધ્યક્ષશ્રીઓના અભિપ્રાય લેતાં વિદ્યાર્થીઓને Computer Science વિષયમાં પ્રવેશ આપવામાં આવે તો તેઓની ફેકલ્ટી બદલાઈ જતી હોય, આથી જરૂરી નિયમો ગઠિત કરવા બાબતે એકેડેમિક કાઉન્સિલ સમક્ષ વિચારણા અર્થે રજૂ કરવા જણાવેલ હોય, જે અંગે વિચારણા કરવા બાબત.

નોંધ :-(૧)T.Y.B.Sc. DF\Computer Science વિષય રાખવા માંગતા વિદ્યાર્થીઓ તથા Computer Science વિષય સાથે Double Graduation (ડબલ ગ્રેજ્યુએશન) કરવા માંગતા વિદ્યાર્થીઓને પણ આજ પ્રશ્ન ઉપસ્થિત થાય છે.

(૨) Subject change (વિષય બદલી) તેમજ Double Graduation(ડબલ ગ્રેજ્યુએશન) અંગે પ્રવર્તમાન નિયમો આ સાથે સામેલ છે.

(બિડાણ: ૬)

(શૈક્ષણિક વિભાગ)

- (૩૪) બી.એસસી. નર્સિંગ વિષયની એડહોક(નિયૂક્ત) સમિતિ તેમજ તેની પેટાસમિતિની તા.૨૧/૧૦/૨૦૧૬ ની સંયુક્ત સભાનાં ઠરાવ ક્રમાંક: ૩ અન્વયે કરેલી નીચેની ભલામણ તબીબી વિદ્યાશાખાએ તેની તા.૧૨/૦૧/૨૦૧૭ ની સભાનાં ઠરાવ ક્રમાંક: ૨ અન્વયે સ્વીકારેલ છે. પ્રસ્તુત સૂચિત સુધારેલ સ્ટેટ્યૂટ-૧૦૬ અને સ્ટેટ્યૂટ-૧૨૦ આ સાથે સામેલ છે. જે અંગે વિચારણા કરવા બાબત.

બી.એસસી.નર્સિંગ વિષયની એડહોક(નિયૂક્ત) સમિતિ તેમજ તેની પેટાસમિતિની તા.૨૧/૧૦/૨૦૧૬ની સંયુક્ત સભાની ભલામણ ક્રમાંક:૩

હાલમાં બી.એસસી.નર્સિંગ વિષયના અભ્યાસક્રમને પાંચ વર્ષ પૂરા થયેલ હોય તેની રેગ્યુલર બોર્ડ ઓફ સ્ટડીઝ બનાવવા તબીબી વિદ્યાશાખાને ભલામણ કરવામાં આવે છે.

તબીબી વિદ્યાશાખાની તા.૧૨/૦૧/૨૦૧૭ ની સભાની ભલામણ ક્રમાંક:(૨)

:: આથી સર્વાનુમતે ઠરાવવામાં આવે છે કે, બી.એસસી. નર્સિંગ વિષયના અભ્યાસક્રમને પાંચ વર્ષ પૂરા થયેલ હોય તેની રેગ્યુલર બોર્ડ ઓફ સ્ટડીઝ બનાવવાની ભલામણ સ્વીકારવામાં આવે છે.અને તે મંજૂર કરવા એકેડેમિક કાઉન્સિલને ભલામણ કરવામાં આવે છે.

(બિડાણ: ૭)

(શૈક્ષણિક વિભાગ)

- (૩૫) બી.એ. માસ કોમ્યુનિકેશન કોર્ષના નવા અભ્યાસક્રમ અંગે વિચારણા કરતા જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની તા. ૨૩-૧૦-૨૦૨૦ ની સભાનાં ઠરાવ ક્રમાંક: ૨ અન્વયે નીચે મુજબ કરેલ ભલામણ વિનયન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિનયન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિનયન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને ભલામણ કરેલ છે જે ભલામણ પર વિચારણા કરવા બાબત.

જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની

તા. ૨૩-૧૦-૨૦૨૦ ની સભાનાં ભલામણ ક્રમાંક: ૨

- :: આથી ઠરાવવામાં આવે છે કે, શૈક્ષણિક વર્ષ ૨૦૨૧-૨૨ થી અમલમાં આવનાર બી.એ. માસ કોમ્યુનિકેશન કોર્ષના નવા અભ્યાસક્રમને સર્વાનુમતે મંજૂર કરવામાં આવે છે અને તે આગળની કાર્યવાહી માટે વિનયન વિદ્યાશાખાને ભલામણ કરવામાં આવે છે.

(બિડાણ: ૮)

(શૈક્ષણિક વિભાગ)

- (૩૬) શૈક્ષણિક વર્ષ-૨૦૨૧-૨૨ની અમલમાં આવનાર એમ.એ. માસ કોમ્યુનિકેશનનાં રીવાઈઝ અભ્યાસક્રમ અંગે ચર્ચા વિચારણા કરતા જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની તા.૨૩-૧૦-૨૦૨૦ ની સભાનાં ઠરાવ ક્રમાંક: ૪ અન્વયે નીચે મુજબ કરેલ ભલામણ વિનયન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિનયન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિનયન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને ભલામણ કરેલ છે જે ભલામણ પર વિચારણા કરવા બાબત.

જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની તા. ૨૩-૧૦-૨૦૨૦ ની સભાનાં ભલામણ ક્રમાંક: ૪

- :: આથી ઠરાવવામાં આવે છે કે, શૈક્ષણિક વર્ષ-૨૦૨૧-૨૨થી અમલમાં આવનાર એમ.એ. માસ કોમ્યુનિકેશનનાં રીવાઈઝ અભ્યાસક્રમ જરૂરી સુધારા વધારા સાથે મંજૂર કરી વિનયન વિદ્યાશાખાને ભલામણ કરવામાં આવે છે.

(બિડાણ:૯)

(શૈક્ષણિક વિભાગ)

- (૩૭) એમ.એ. માસ કોમ્યુનિકેશન તથા પી.જી. ડિપ્લોમાં ઈન જર્નાલીઝમનાં પ્રેક્ટીકલ પેપરનાં માર્ક્સના ઈન્ટર્નલ-૨૦ તથા એક્સ્ટર્નલ -૫૦ માર્ક્સ અંગે વિચારણા કરતા જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની તા. ૨૩-૧૦-૨૦૨૦ ની સભાનાં ઠરાવ ક્રમાંક: ૩ અન્વયે નીચે મુજબ કરેલ ભલામણ વિનયન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિનયન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિનયન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને ભલામણ કરેલ છે જે ભલામણ પર વિચારણા કરવા બાબત.

જર્નાલીઝમ એન્ડ માસ કોમ્યુનિકેશન વિષયની એડહોક (નિયૂક્ત) સમિતિની તા. ૨૩-૧૦-૨૦૨૦ ની સભાનાં ભલામણ ક્રમાંક: ૩

- :: આથી ઠરાવવામાં આવે છે કે, શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ થી અમલમાં આવનાર એમ.એ. માસ કોમ્યુનિકેશન તથા પી.જી.ડિપ્લોમાં ઈન જર્નાલીઝમનાં પ્રેક્ટીકલ પેપરના માર્ક્સના ઈન્ટર્નલ-૨૦ તથા એક્સ્ટર્નલ -૫૦ મંજૂર કરવા વિનયન વિદ્યાશાખાને ભલામણ કરવામાં આવે છે.

(શૈક્ષણિક વિભાગ)

(૩૮) જે.એડ.શાહ આર્ટ્સ એન્ડ કોમર્સ કોલેજ, અમરોલી-સુરત ખાતે B.VOC. અને ડીપ્લોમાના અભ્યાસક્રમ તથા સર્ટીફિકેટ કોર્સ ચાલુ કરવા પ્રસ્તુત કોલેજનાં આચાર્યશ્રીએ તા.૨૪/૮/૨૦૨૦ પત્ર ક્રમાંક:૨૪૭/૨૪૮/૨૦૨૦-૨૧ થી નીચે મુજબના અભ્યાસક્રમ કોમર્સ ઈન્કલુડીંગ બી.એ. વિષયની અભ્યાસસમિતિની તા.૧૮/૦૮/૨૦૧૮ ની સભાનાં ઠરાવ ક્રમાંક: ૪ અન્વયે સર્વાનુમતે સ્વીકારી મંજૂર કરી વાણિજ્ય વિદ્યાશાખાને ભલામણ કરેલ જે વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ તેના પર સહી કરેલ છે. જે અંગે એકેડેમિક કાઉન્સિલમાં વિચારણા કરવા બાબત.

1. B.Voc in Retail Management,
2. B.Voc. in Banking & Financial Services.
3. Diploma in Event Management,
4. Diploma in Goods & Service Tax.
5. Certificate Course in Financial Market

તથા

1. Certificate Course in CAD Jewellery Design Basic and Advance
2. Certificate Course in Polish Diamond Valuation.
3. Certificate Course in Rough Diamond Valuation.

(બિડાણ: ૧૦)

(શૈક્ષણિક વિભાગ)

(૩૯) એજ્યુકેશન ફેકલ્ટીનાં એજ્યુકેશન વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા શ્રી રંગ શિક્ષણ મહાવિદ્યાલય કોલેજ કેમ્પસ, બીલીમોરા ના આસિ. પ્રોફેસર ડૉ.કલ્પેશકુમાર કાનજીભાઈ ટંડેલ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિષ્ણાયિકો (૧)ડૉ.કે.પી.ડામોર,આસિ. પ્રોફેસર, એજ્યુકેશન વિભાગ, સરદાર પટેલ યુનિવર્સિટી,વલ્લભ વિદ્યાનગર અને (૨). ડૉ.પિનાકીન કે. યાજ્ઞિક, આણંદ એજ્યુકેશન કોલેજ, આણંદ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે.

પીએચ.ડી. માર્ગદર્શક શિક્ષક ની માન્યતા અંગે સમકક્ષ કિસ્સામાં અનુસ્નાતક શિક્ષણ મંડળના તા.૨૦-૧૦-૨૦ ની સભાના ઠરાવ ક્રમાંક (૧૬) અન્વયે યુનિવર્સિટી સંલગ્ન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજો રાજ્ય સરકારના શિક્ષણ વિભાગના તા.૨૮/૫/૨૦૨૦ ના ઠરાવ ક્રમાંક: એચ.આરઈ/૨૦૨૦/૫૭૨/બ-૧ થી આઈ.આઈ.ટી.ઈ. સાથે શૈક્ષણિક વર્ષ ૨૦૨૦ -૨૧ થી ક્રમશઃ સંલગ્ન થયેલ છે. ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજોના વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી સાથે સંલગ્નતા ચાલુ રહે તે સમય દરમ્યાન ગ્રાન્ટ ઈન એઈડ અને ગર્વમેન્ટ બી.એડ કોલેજના અધ્યાપકોની શિક્ષણ વિદ્યાશાખાની શિક્ષણ વિષયમાં પીએચ.ડી. સુપરવાઈઝીંગ ટીયરની માન્યતા અંગે ,ઓર્ડિનન્સ ૧૦૮ ની જોગવાઈ મુજબની હાલમાં કરવામાં આવતી માન્યતાની કાર્યવાહી મુજબ અધિકાર મંડળની ખાસ વિશિષ્ટ સંજોગો ધ્યાને લઈ કરવા ઠરાવેલ છે. અરજીકર્તા અધ્યાપકના તજજ્ઞોના હકારાત્મક અહેવાલ સ્વીકારવાની સત્તા BUT ની તા.૨૦-૧૦-૨૦ ના રોજની સભાએ તેના ઠરાવ ક્રમાંક (૧૬) અન્વયે માન.કુલપતિશ્રીને આપેલ છે જે ઠરાવ ધ્યાને લઈ ડૉ.કલ્પેશકુમાર કાનજીભાઈ ટંડેલ ના પબ્લીકેશન મુલ્યાંકનના હકારાત્મક અહેવાલ BUT વતી મંજૂર કરી AC ને ભલામણ કરેલ હોય જે ભલામણ પર વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

(૪૦) કોમર્સ ફેકલ્ટીનાં કોમર્સ વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા ડી.આર.પટેલ એન્ડ આર.બી. પટેલ કોમર્સ કોલેજ ડી.સી. પટેલ નવનિર્માણ એજ્યુકેશન કેમ્પસ,ભરથાણા ના આસિ. પ્રોફેસર ડૉ.પ્રમોદકુમાર વિનોદરાય દેશાણી ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.સુરેશ આર.સવાની,પ્રોફેસર એન્ડ ડીનશ્રી, કોમર્સ વિભાગ, એમ.કે. ભાવનગર યુનિવર્સિટી,ભાવનગર અને (૨).ડૉ.પરાગ નારબેડે,એસો. પ્રોફેસર,કે.સી.ઈ.એસ. ઈન્સ્ટિટ્યુટ ઓફ મેનેજમેન્ટ એન્ડ રીસર્ચ, જલગાંવ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૯-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.પ્રમોદકુમાર વિનોદરાય દેશાણી ને કોમર્સ ફેકલ્ટીનાં કોમર્સ વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

(૪૧) સાયન્સ ફેકલ્ટીનાં કેમેસ્ટ્રી વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા શેઠ પી.ટી. મહિલા કોલેજ ઓફ આર્ટસ એન્ડ હોમ સાયન્સ, વનિતા વિશ્રામ, અઠવાગેટ આસી. પ્રોફેસર ડૉ.અમિતકુમાર સી. પુરોહિત ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.આર.સી.ટંડેલ, પ્રોફેસર, એમ.એસ. યુનિવર્સિટી ઓફ બરોડા,વડોદરા અને (૨).ડૉ.આર.એન. પટેલ, પ્રોફેસર, અવધેશ પ્રતાપસિંહ યુનિવર્સિટી,રવા(એમ.પી.) ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૯-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.અમિતકુમાર સી. પુરોહિત ને સાયન્સ ફેકલ્ટીનાં કેમેસ્ટ્રી વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

(૪૨) અગ્રવાલ વિદ્યા વિહાર ઈંગ્લીશ મીડીયમ કોલેજ, વેસુના લાઈબ્રેરીયન તૃપ્તિબેન દિલીપભાઈ મહિડા દ્વારા વિનયન વિદ્યાશાખાના લાઈબ્રેરી એન્ડ ઈન્ફર્મેશન સાયન્સ (લાઈબ્રેરી સાયન્સ) વિષયની અનુસ્નાતક શિક્ષકની માન્યતાની તા. ૨૬-૧૧-૨૦૨૦ના રોજની અરજી વિનતી ધ્યાને લઈ યુનિવર્સિટી માન્યતા પ્રાપ્ત અધ્યાપકને સમકક્ષ ગણી અનુસ્નાતક શિક્ષકની માન્યતા આપવી કે કેમ? તે બાબતે વિચારણા કરવા અગે.

નોંધ :

૧: અરજીકર્તાને લાઈબ્રેરીયન તરીકે યુનિવર્સિટી દ્વારા તા. ૧-૭-૨૦૧૯ના રોજ માન્યતા આપેલ છે.

૨: પ્રવર્તમાન પ્રથા અનુસાર એમ. લીબ. - બી. લીબ.ના કોર્ષના કો-ઓર્ડિનેટરશ્રીની દરખાસ્ત મુજબ અન્ય વિષયના અધ્યાપકો અને યુનિવર્સિટી સલગ્ન કોલેજો અને કૃષિ યુનિવર્સિટીના ગ્રથપાલો કે જેઓને અત્રેની યુનિવર્સિટીની લાઈબ્રેરી સાયન્સના અનુસ્નાતક શિક્ષકની માન્યતા ન હોય તેઓ પાસે શૈક્ષણિક કાર્ય કરાવવામા આવે છે.

૩: અરજીકર્તા તૃપ્તિબેન મહિડાની બી.અ., બી.લીબ.,એમ.લીબ. અને પીએચ.ડી. સશોધન અભ્યાસની ડીગ્રી ધ્યાને લેતા યુનિવર્સિટીની અનુસ્નાતક શિક્ષકની માન્યતા આપવાની હોય તો તેઓ ઓર્ડિનન્સ ૧૦૯ ની જોગવાઈ મુજબ માન્યતા મેળવવાની લાયકાત ધરાવે છે.

(અનુસ્નાતક વિભાગ)

(૪૩) યુનિવર્સિટી સંલગ્ન લો કોલેજમાં એલએલ.બી.માં અભ્યાસ કરતા વિદ્યાર્થીઓદ્વારા શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ ની કોવિડ ૧૯ ની પેન્ડેમિક પરિસ્થિતીને કારણે બીજા અને ત્રીજા વર્ષમાં પ્રવેશ ઈચ્છુક ઉમેદવારોને પ્રવેશ આપવા માટે ડીનશ્રી કાનૂન વિદ્યાશાખા અને યુનિવર્સિટી સંલગ્ન કોલેજોના ઈ.ચા. આચાર્યશ્રીઓની તા.૭-૧૨-૨૦૨૦ની સભાની નીચેની ભલામણને ઈ.ચા. માન.કુલપતિશ્રી દ્વારા એકેડેમિકકાઉન્સિલ વતી મંજૂર કરેલ છે, જેની નોંધ લેવા સારું.

સમિતિની ભલામણ

COVID -19 ની પેન્ડેમિક પરિસ્થિતી ધ્યાને લઈ અગાઉના શૈક્ષણિક વર્ષ દરમિયાન પ્રથમ વર્ષ એલએલ.બી.માં પ્રવેશ મેળવેલ ઉમેદવારો પૈકીના પ્રવેશ ઈચ્છુક ઉમેદવારોને શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ના બીજા વર્ષના ત્રીજા / ચોથા સેમેસ્ટરમાં અથવા ત્રીજા વર્ષના પાંચમાં અથવા છઠ્ઠા સેમેસ્ટરમાં પ્રવેશો અગાઉના સેમેસ્ટરની પરીક્ષા પાસ કરવાની શરતે આપવા સમિતિ ભલામણ કરે છે.

(અનુસ્નાતક વિભાગ)

(૪૪) શેઠ પી.ટી.મહિલા કોલેજના B.Voc.પ્રોગ્રામને વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટીમાં રેગ્યુલર કરવા બાબતે ચર્ચા કરતા હોમ સાયન્સ વિષયની અભ્યાસસમિતિની તા.૧૭/૧૦/૨૦૧૯ની સભાનાં ઠરાવ ક્રમાંક:૩ અન્વયે નીચે મુજબ કરેલ ભલામણ વિનયન વિદ્યાશાખાનાં અધ્યક્ષશ્રીએ વિનયન વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વિનયન વિદ્યાશાખાવતી મંજૂર કરી એકેડેમિક કાઉન્સિલને ભલામણ કરેલ છે જે ભલામણ પર વિચારણા કરવા બાબત.

હોમ સાયન્સ વિષયની અભ્યાસસમિતિની તા.૧૭/૧૦/૨૦૧૯ની સભાનાં ભલામણ ક્રમાંક:૩

:: આથી ઠરાવવામાં આવે છે કે, શેઠ પી.ટી.મહિલા કોલેજના B.Voc.પ્રોગ્રામનો ક્રમાંક એકે/૧૯૧૨૩/૧૭ તા. ૧૧-૦૯-૨૦૧૭ થી પરિપત્રિત થયેલ છે, જેના Bye-Laws આર્ટ્સ ફેકલ્ટીમાં મુકવા માટે ભલામણ કરવામાં આવે છે.

(શૈક્ષણિક વિભાગ)

(૪૫) યુનિવર્સિટી દ્વારા ERP System નો અમલ કરવામાં આવેલ છે જેથી પ્રવેશ કાર્યવાહી સંદર્ભે યુનિવર્સિટી સંલગ્ન તમામ કોલેજોમાં ચાલતા અભ્યાસક્રમોની ડિવિઝન દીઠ પ્રવેશ બેઠકોની માહિતી ERP System માં નાંખવી જરૂરી બને છે. જે સંદર્ભે યુનિવર્સિટી સંલગ્ન વિનયન વિદ્યાશાખાની સરકારી / અનુદાનપાત્ર કોલેજોને સરકારશ્રી દ્વારા ફરજીયાત વિષય, મુખ્ય વિષય અને ગૌણ વિષય માટે જોડાણ આપવામાં આવે છે. પરંતુ સદરહું જોડાણ અંગેના જાહેરનામામાં ડિવિઝનનો સંખ્યા દર્શાવવામાં આવતી નથી. તેમજ સદરહું કોલેજોમાં સમયાંતરે વિદ્યાર્થીઓની સંખ્યામાં વધારો / ઘટાડો થતા ડિવિઝનની સંખ્યામાં વધારો/ઘટાડો થતો રહે છે. જેથી વિદ્યાર્થીઓને પ્રતિવર્ષ પ્રવેશ આપવા અને એનરોલમેન્ટ કરવામાં મુશ્કેલી ઉદ્ભવતી હોય વિનયન વિદ્યાશાખાની સરકારી / અનુદાનપાત્ર કોલેજોમાં મુખ્ય વિષય દીઠ ડિવિઝનો મુજબ પ્રવેશ કાર્યવાહી કરવા અંગે વિચારણા કરવા બાબત.

(સેનેટ/સિન્ડિકેટ વિભાગ)

(૪૬) કોમર્સ ફેકલ્ટીનાં કોમર્સ / મેનેજમેન્ટ વિષયમાં પીએચ.ડી.ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા મેળવવા દોલત ઉષા ઇન્સ્ટીટ્યુટ ઓફ એપ્લાઈડ સાયન્સ એન્ડ ધીરૂ સરલા ઇન્સ્ટીટ્યુટ ઓફ મેનેજમેન્ટ એન્ડ કોમર્સ ના આસિ. પ્રોફેસર ડૉ.જાની ધિમેન જગદીશભાઈ ની અરજી સંદર્ભમાં સંશોધન પેપર્સ / પબ્લીકેશનનો અહેવાલ / રીપોર્ટ આપવા માટે મા.કુલપતિશ્રી દ્વારા નિમાયેલ બે એક્ષપર્ટ / નિર્ણાયકો (૧).ડૉ.અશ્વિન સોલંકી,એસો. પ્રોફેસર, કોમર્સ વિભાગ,સૌરાષ્ટ્ર યુનિવર્સિટી,રાજકોટ અને (૨).ડૉ.પરાગ નારબેડે,એસો. પ્રોફેસર,કે.સી.ઈ.એસ. ઇન્સ્ટિટ્યુટ ઓફ મેનેજમેન્ટ એન્ડ રીસર્ચ, જલગાંવ ના અહેવાલ / રીપોર્ટ કાર્યાલયને મળેલ છે. સદર બંને અહેવાલ / રીપોર્ટ હકારાત્મક છે જે અવલોકનમાં લઈ BUT ની તા.૮-૫-૨૦૧૨ ની સભાના ઠરાવ ક્રમાંક : ૧૧ થી બંને અહેવાલો હકારાત્મક હોય તો સીધા જ અહેવાલો AC માં રજુ કરવા ઠરાવેલ હોય, માનનીય કુલપતિશ્રી એ BUT વતી અહેવાલોનો સ્વીકાર કરી AC ને ભલામણ કરેલ હોય જે અવલોકનમાં લેતા ડૉ.જાની ધિમેન જગદીશભાઈ ને કોમર્સ ફેકલ્ટીનાં કોમર્સ / મેનેજમેન્ટ વિષયમાં પીએચ.ડી. ના માર્ગદર્શક શિક્ષક તરીકેની માન્યતા આપવા વિચારણા કરવા બાબત.

(અનુસ્નાતક વિભાગ)

(૪૭) અભિલ ભારતીય વિદ્યાર્થી પરિષદના યુનિવર્સિટી કેમ્પસ અધ્યક્ષના તા.૦૮/૧૨/૨૦૨૦ના રોજના પત્રથી ચાલુ શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧ દરમિયાન શાહ કે.એમ. લો કોલેજ,વલસાડ ખાતે ચાલતા LL.M. અભ્યાસક્રમ બંધ કરવામાં આવેલ હોય, આ અગાઉ બે વર્ષ પહેલા સિદ્ધાર્થ લો કોલેજ, કામરેજમાં વર્ષોથી ચાલતા LL.M. અભ્યાસક્રમ બંધ કરી દેવામાં આવેલ હોય જેથી LL.M. અભ્યાસક્રમમાં પ્રવેશ મેળવવા માંગતા કુલ-૮૦ થી વધુ બેઠકો ઓછી થતા સીટોના અભાવને કારણે વિદ્યાર્થીઓ એડમીશનથી વંચીત ન રહી જાય તે માટે આ બંને કોલેજોમાં ચાલતા યુનિવર્સિટીના LL.M. અભ્યાસના કેન્દ્રો ફરીથી તાત્કાલિક શરૂ કરવાની રજૂઆત પર વિચારણા કરવા બાબત.

નોંધ:-

(૧) B.U.T. ની તા.૨૦/૧૦/૨૦૨૦ના રોજની સભાના ઠરાવ ક્રમાંક: (૧૮)થી શાહ કે.એમ. લો કોલેજ, વલસાડના ઈ.ચા. આચાર્યશ્રી અને ચેરમેનશ્રી નૂતન કેળવણી મંડળ દ્વારા LL.M. BUSINESS LAW ના યુનિવર્સિટી અનુસ્નાતક કેન્દ્રમાં શૈક્ષણિક વર્ષ ૨૦૨૦-૨૧થી પ્રવેશ સ્થગીત કરવાની વિનંતી ડીનશ્રી કાનૂન વિદ્યાશાખાના અભિપ્રાય મુજબ મંજૂર કરી યુનિવર્સિટી કાનૂન ડિપાર્ટમેન્ટમાં શરૂ કરવા માટે લો ડિપાર્ટમેન્ટના કોર્ષ કો-ઓર્ડિનેટરને દરખાસ્ત કરવા એકેડેમિક કાઉન્સિલને ભલામણ કરેલ હોય જેના અનુસંધાનમાં યુનિવર્સિટી લો ડિપાર્ટમેન્ટના કો-ઓર્ડિનેટરશ્રી દ્વારા કરેલ દરખાસ્તની બાબત એકેડેમિક કાઉન્સિલની સભામાં રજૂ થનાર છે.

(૨) એમ.એસ.કે. લો કોલેજ, ભરૂચના ઈ.ચા. આચાર્યશ્રી તરફથી તેમની કોલેજમાં LL.M. BUSINESS LAW નું યુનિવર્સિટી અનુસ્નાતક કેન્દ્ર શરૂ કરવાની દરખાસ્ત સિન્ડિકેટની તા.૦૮/૧૨/૨૦૨૦ની સભાના ઠરાવ ક્રમાંક: (૬૦) થી મંજૂર કરેલ છે.

(બિડાણ: ૧૧)

(અનુસ્નાતક વિભાગ)

(૪૮) સપ્ટેમ્બર-૨૦૨૦માં લેવાયેલ પરીક્ષાઓનાં પરીક્ષણ કાર્ય અને મોડરેટરની કામગીરી ચાલી રહેલ છે. કોવીડની મહામારીને કારણે ઘણા ઓછી સંખ્યાવાળા રીઝલ્ટ હાલ મોડરેટરને કારણે પેડીંગ હોય, જે અંગે વિચારણા કરવા બાબત.

('પરીક્ષા વિભાગ' એ બ્રાન્ચ)

(૪૯) અધ્યક્ષશ્રીની સંમતિથી અન્ય જે કોઈ બાબતો રજૂ થાય તે.

ક્રમાંક : એ/એ.કા./કા.સૂ./૧૨૪૨૨/૨૦૨૦

તા. ૧૫- ૧૨- ૨૦૨૦



ઈ.ચા. કુલસચિવ

પ્રતિ,

એકેડેમિક કાઉન્સિલના સર્વે સભ્યશ્રીઓ....

Proposed Ph.D. Regulations / Ordinance

મેડેકેમિડ કાઉન્સિલ ના ૧૬/૧૨-૨૦ ૨૦

બાબત ૧૦ બિયાગ/પરિશિષ્ટ ૧

1 Research Advisory Committee and its Functions:

1.1 The admission to the Ph.D. Programme shall be administered by Research Advisory Committee (RAC) with reference to the procedure of admission to the said programme.

1.2 Research Advisory Committee (RAC) for each Subject / or group of subjects shall consist of the following:

- a) Dean of the respective faculty shall be an exofficiomember of Research Advisory Committee and also its Chairperson.
- b) Head of University Department shall be an ex officiomember, and shall be the Co-chairperson of Research Advisory Committee. If there is no Post Graduate University Department, the Vice Chancellor shall nominate the senior most member research supervisor of the concerned subject as the Co-Chairperson.
- c) The Chairperson of the respective Board of Studies (BOS) shall be an exofficio member of Research Advisory Committee
- d) All the Research Supervisors of the concerned subject for the Ph.D. Degree in the University Post Graduate Department shall be ex officio members of Research Advisory Committee
- e) One recognized Research Supervisor for the degree of Ph.D. in the subject from the affiliated colleges/ Recognized Institutions of the Veer Narmad South Gujarat University/other universities/institutions, nominated by BOS of the given subject or each of the B. O. S. of the subjects of respective group of subjects of the Research Advisory Committee.
- f) A list of three experts shall be recommended by Head of University Department, and out of them one expert shall be selected by the Vice Chancellor. If there is no Post Graduate Department in a subject, the senior most research supervisor in the concerned subject shall recommend the list of experts to the Vice Chancellor.
- g) One representative of SC/ ST categories shall be nominated by the Vice chancellor.

1.3 The term of Research Advisory Committee shall be the same as, and coextensive with, that of Board of Studies.

- 1.4 The Research Advisory Committee shall recommend students for admission to Ph.D. programme following the reservation policy. After successful completion of course work, Research Advisory Committee shall allocate Research Supervisors / Co-Supervisors for the students selected, depending on the number of students per Research Supervisor, and the available specializations among the Research Supervisors and the research interest of the student.
- 1.5 The Research Advisory Committee shall recommend the course work syllabus to the concerned Board of Studies for further process / approval.
- 1.6 In a subject where the number of Ph.D. Research Supervisors is less than three, the Vice-Chancellor may nominate Research Supervisors from other University to constitute Research Advisory Committee. In such case, the Dean of the respective faculty shall work as the Chairperson of that Research Advisory Committee.
- 1.7 Faculty wise Research Advisory Committees for the subjects (or group of subject) of the respective faculties shall as per Annexure – 1.
- 1.8 The Research Advisory Committee shall ordinarily meet twice in each term in addition to a meeting for the admission to Ph.D. programme. However, the Research Advisory Committee can meet more than twice in addition to a meeting for the admission to Ph.D. Programme with recommendation of Chairperson of the Research Advisory Committee with the permission of the Vice-Chancellor.

2 Admission to Ph.D. Programme:

- 2.1 Candidates for admission to the Ph.D. programme shall have a Master's degree or a professional degree declared equivalent to the Master's degree by the corresponding statutory regulatory body in concerned subject, with at least 55% marks in aggregate or its equivalent grade 'B' in the UGC 7-point scale (or an equivalent grade in a point scale wherever grading system is followed) or an equivalent degree from a foreign educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions.

In the Faculty of Medicine a student may be registered for the Ph.D. Degree if he/she has passed the M.D., M. S., or M. Sc. (Medical) Degree examination.

- 2.2 A relaxation of 5% of marks, from 55% to 50%, or an equivalent relaxation of grade, may be allowed for those belonging to SC/ST/OBC (non-creamy layer)/Differently-abled and other categories of candidates as per the decision of the Commission from time to time, or for those who have obtained their Master's degree prior to 19th September, 1991. The eligibility marks of 55% (or an equivalent grade in a point scale wherever grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible based only on the qualifying marks without including the grace marks.
- 2.3 Candidates possessing a Degree considered equivalent to M.Phil. Degree of an Indian Institution, from a Foreign Educational Institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any other statutory authority in that country for the purpose of assessing, accrediting or assuring quality and standards of educational institutions, shall be eligible for admission to Ph.D. programme.
- 2.4 Candidates who qualify for teachers' fellowship of UGC, or who have passed UGC / CSIR (JRF) examination, NET/SLET/GATE, **NET conducted by any National Body** or who have the M.Phil. Degree from a recognized university shall be exempted from the entrance test, but they shall have to present research proposal before the Research Advisory Committee.
- 2.5 Notwithstanding anything contained above, a student who has passed the Master's Degree Examination in any subject may be permitted on the recommendation of the Board of University Teaching to register for an allied subject under the same and/ or other Faculty for the Ph.D. degree.
- 2.6 A candidate desirous of pursuing interdisciplinary and multidisciplinary research shall submit application with justification well in advance.
Formal application will be subject to the approval and conditions specified by the RAC of concerned subject.
- 3 Duration of the Programme:**
- 3.1 Ph.D. programme shall be for a minimum duration of three years, including course work and a maximum of six years.
- 3.2 Extension beyond the above limits may be granted by Hon. Vice Chancellor on recommendation of the Research Supervisor and Research Advisory Committee for the maximum of another two (2) years.

- 3.3 The women candidates and Persons with Disability (more than 40% disability) shall be allowed a relaxation of two years for Ph.D. in the maximum duration. In addition, the women candidates shall be provided Maternity Leave/Child Care Leave once in the entire duration of Ph.D. for up to 240 days.

4 **Procedure for Admission:**

- 4.1 The University shall notify well in advance on its website and through advertisement in at least two (2) national newspapers, of which at least one (1) shall be in the regional language.
- 4.2 University shall conduct an entrance test (offline or online). The Syllabus of the entrance test shall consist of 50% of Research Methodology and 50% shall be subject specific.
- 4.3 The admission shall be based on the criteria notified by the University, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned, and taking into account the reservation policy of the Central/State Government from time to time.
- 4.4 All the qualified candidates shall present research proposal before Research Advisory Committee.
- 4.5 All the candidates who have been recommended by RAC for admission to Ph.D. program shall have to attend Pre-Registration course work and shall have to appear for the examination of Pre-Registration course work. The candidate shall have to pass the Pre-Registration course work examination in maximally two attempts (including the regular one). The Syllabus of Pre-Registration course work shall be in accordance to the notification of UGC. The details are provided in the Annexure-2.
- 4.6 The weightage of each component i.e. entrance test and presentation of the research proposal for the purpose of preparing final merit for admissions to Ph.D. Program shall be as per Annexure – 3.
- 4.7 Presentation of the research proposal shall be assessed by the Research Advisory Committee. Considering the aforesaid method of merit calculation the Research Advisory Committee shall submit a report consisting of the presentations by the candidates and the list of the candidates recommended for admissions, along with the list of the respective Research Supervisors. On the basis of the report of the Research Advisory Committee, the final list of admitted candidates shall be declared. On successfully completion of preregistration course work the candidate shall be finally registered.
- 4.8 If any seat/s remains vacant after the last date of registration, waiting list will be operated for a period of thirty days from formally announced last date of registration. However, if the seats allotted for SC/ST/OBC(NonCreamy layer)/Differently-abled categories remain unfilled,

a Special Admission Drive, for that particular category, shall be conducted within one month from the date of closure of admissions. Even after special drive the seats allotted for SC/ST/OBC (Non Creamy layer)/Differently-abled categories remain unfilled, such seats shall not be converted to any other category and shall be kept vacant.

5 Review Committee and its functions:

5.1 The Research Advisory Committee shall appoint a Review Committee for each of the Research scholars admitted to the Ph. D. programme. In the case of such review committee the Research Supervisor of the scholar shall be the Convener and shall have two other members of Research Advisory Committee who shall also be Research Supervisors for the Ph. D. degree.

5.2 Review Committee for each candidate shall formulate and regulate the post-admission continuous academic progress of the candidate.

5.3 The Review Committee shall meet at least once in six months and shall submit the review report to the university with a copy to the Research Advisory Committee. Further Review Committee report shall be required before the payment of term fees by the research student.

6 Allocation of Research Supervisor and Conduct of research Work:

6.1 A Research Supervisor/Co-supervisor who is a Professor, at any given point of time, cannot guide more than three (03) M.Phil., and eight (08) Ph.D. scholars. An Associate Professor as Research Supervisor can guide up to a maximum of two (02) M.Phil., and six (06) Ph.D. scholars, and an Assistant Professor as Research Supervisor can guide up to a maximum of one (01) M.Phil., and four (04) Ph.D. scholars.

6.2 In case a Research Supervisor who has guided the candidate's work for the Ph.D. degree retires before the completion of the required duration of semesters for the candidate concerned, the candidate may be permitted to continue to work for the remaining period under whom he/ she has previously worked. However, in such case one member of Research Advisory Committee shall be appointed as an internal referee by the Vice Chancellor on the recommendation of the Research Advisory Committee.

6.3 It shall not be obligatory for a candidate registered for the Ph.D. Degree to reside in the same town where his/ her Research Supervisor resides or works except in the case of a subject involving laboratory and/ or field work, provided that in the research work involving no laboratory and / or field work the candidate concerned shall be required to keep in close touch with his / her Research Supervisor and have personal discussions with him / her on his / her research problem once in a semester / term to his / her Research Supervisor and in case no

such report is received from the student by his / her Research Supervisor for six months from the date of registration for the Ph.D. degree, the Research Supervisor shall inform the University to cancel the registration for the Ph.D. degree of the student concerned.

- 6.4 Notwithstanding anything contained in the foregoing provisions the Vice - Chancellor can permit a candidate for the Ph.D. Degree working as a teacher in an affiliated college or a recognized institution of a University Department to do his / her research work for the Ph.D. Degree in his / her own college or Institution or Department, as the case may be, even if his / her Research Supervisor does not stay or work in the same town, provided that the Vice Chancellor is satisfied that suitable laboratory facilities are made available to the candidate where he/ she is working and provided further that the candidate concerned will get periodical guidance in person as may be deemed necessary by his/ her Research Supervisor. Such candidates, however, shall be allowed to work periodically in the laboratory of a concerned department under the guidance of one's supervisor.
- 6.5 No Ph.D. student shall be allowed to register under a Ph.D. research supervisor who is having less than three years for his / her Superannuation, However, in such a case, such a research supervisor shall be allowed to become a Co-research supervisor.
- 6.6 In case a Ph.D. research supervisor leaves the university/institution due to superannuation/ resignation, a research student registered under him/her shall be transferred through Research Advisory Committee to another Ph.D. research supervisor in preferably the same subject having the same specialization if the research student does not submit his/her synopsis within six months from the date of the original research supervisor's departure. However, the original research supervisor shall be allowed to continue as co-research supervisor until such time as the research student submits his/her Ph.D. thesis for the Ph.D. degree.
- 7 **Course Work:**
- 7.1 All candidates admitted to Ph.D. programme shall be required to join the course work during the initial one or two semesters. A candidate with M.Phil degree shall be exempted from the Ph.D. course work. A candidate shall not be permitted to submit his/her synopsis without passing the Course Work examination.
- 7.2 The Co-chairman of the Research Advisory Committee shall be the convener of the Course Work.
- 7.3 Research Advisory Committee shall appoint the paper setters and examiners of the courses of the course work.
- 7.4 The details of Courses and Credits shall be as per Annexure - 4.

- 7.5 The mode of teaching-learning of Course Work shall be combination of online as well offline.
- 7.6 The Research Advisory Committee may approve the Courses offered by SWAYAM / COUSERA and other such platforms at the request of research scholar that can be attended by candidate will be exempted from attending course work / lectures on production of certificate. However it is mandatory to appear for course work examination, based on the Ph.D. Course work syllabus of this university.

8. Evaluation and Assessment Methods, minimum standards/credits for award of the degree, etc.:

- 8.1 The thesis shall be submitted in English, Gujarati or Hindi except when the subject matter of the thesis relates to a Modern European or Modern Indian Language, it may, with the previous permission of the Board of University Teaching for subjects in the faculties of Arts, be written or printed in that language. (N.B.: For the purpose of this Ordinance. "Modern Indian Language" shall include Gujarati, Hindi, Marathi, Kannada, Urdu and Sindhi and "Modern European Language" shall include German, French and Portuguese)
- 8.2 A candidate shall not be permitted to submit thesis before completion of three years i.e. six terms. A candidate shall be permitted to submit synopsis of the Ph.D. thesis only after the end of 5th term after his/her registration.
- 8.3 Prior to the submission of synopsis of the thesis, the scholar shall make a presentation before the Research Advisory Committee which shall also be open to all faculty members and other research scholars. The feedback and comments obtained from them may be suitably incorporated into the draft thesis in consultation with the Research Advisory Committee.
- 8.4 The Ph.D. thesis submitted shall carry an undertaking from Ph.D. scholar regarding the originality of the research work conducted by him / her, and a certificate from the research supervisor that the Ph.D thesis has not been use for obtaining any other Degree / Diploma. Further Ph.D. scholars must publish at least one (01) research paper in a referred journal and make two (02) paper presentations in conferences/ seminars before the submission of the thesis for adjudication, and produce evidence for the same in the form of presentation certificates and/ or reprints/ photocopies of the papers published.
- 8.5 Candidate shall have to submit three (03) printed copies of thesis to the university through his/ her Research Supervisor and a CD of his/ her thesis (in PDF format). A candidate shall also submit five (05) copies of the summary of the thesis i.e. synopsis along with three copies of the thesis.
- 8.6 A candidate shall not be permitted to submit his/ her thesis, for which a degree has already

been conferred on him/ her in this or in any other University, but a candidate shall not be precluded from the incorporation of the work which he has already submitted for a degree in this or in any other University, in a thesis covering a wider field, provided that he shall indicate in a written statement accompanying the thesis the details of the work so incorporated.

8.7 The candidate shall make a statement indicating the sources from which his / her information has been derived and the extent to which he she has based his / her work on the work of other and shall indicate which portions or portion of his / her thesis he / she claims original. Where a candidate presents a joint work, he / she shall clearly state the portion which is his / her own contribution as distinguished from the portion contributed by his / her collaborator.

8.8 The Ph. D. thesis submitted by a research scholar shall be evaluated by his/ her Research Supervisor and two external examiners, who are not affiliated to Veer Narmad South Gujarat University, of whom one shall be from a university outside the state of Gujarat. However, in case of a Ph.D. thesis, prepared in Gujarati, may be specially permitted to be evaluated by two external referees of a university in the state of Gujarat other than Veer Narmad South Gujarat University. In the case of Ph. D. programme credit marks shall be given to such a candidate. Each copy of Ph.D. thesis submitted shall include plagiarism detection certificate, research students undertaking and research supervisions certificate in this order itself with reference to the formats mentioned in ordinance for academic integrity and provision of plagiarism.

The external examiners/ referees shall be appointed in themanner as follows :

The Academic Council, after considering the panel of examiners submitted by of the Research Advisory Committee, shall recommend to the Syndicate the panel of referees. After the Syndicate appoints two external referees with reference to section 8.8. The Registrar shall forward a copy of the thesis to each of them. The reports of the referees shall be presented to the Syndicate. In case of a disagreement between the reports by referees regarding award of the Ph. D degree, the Syndicate shall appoint another Referee and the Syndicate shall decide about the award of the Ph. D Degree after considering the reports of all the referees.

8.9 The public viva-voce of the research scholar to defend the thesis shall be conducted only if the evaluation report(s) of the external examiners/ referees on the thesis is/ are satisfactory and include a specific recommendation for conducting the viva-voce examination. If the evaluation report of the external examiner of a Ph. D. thesis is unsatisfactory and does not recommend viva-voce, the university shall send the thesis to another external examiner out of the approved panel of examiners and the viva-voce examination shall be held only if the

report of the latest examiner is satisfactory. If the report of the latest examiner is also unsatisfactory, the thesis shall be rejected and the research scholar shall be declared ineligible for the award of the degree.

- 8.10 The Viva-Voce will be held at a suitable place on the Veer Narmad South Gujarat University Campus. The Viva-Voce can also be held in online mode at the request of the internal referee.

If the candidate does not satisfy the examiners at the viva-voce examination; the candidate shall be re-examined after a period of not less than three months. The candidate shall not be declared eligible for the award of the Ph. D. degree unless all the examiners agree unanimously.

- 8.11 Following the successful viva voce examination and before the announcement of the award of the Ph. D. degree/its notification, the university shall submit an electronic copy of the concerned Ph. D. thesis to the INFLIBNET.

- 8.12 The Details of Components and Credits of Ph.D. Program shall be as per **Annexure – 5**

- 8.13 On successful completion of viva-voce, the candidate shall be issued a notification/mark sheet. The candidate shall have to submit a form for obtaining Degree Certificate (Convocation Form) in accordance to the period and manner specified by university from time to time.

9 Cancellation of Registration:

- 9.1 A candidate willing to cancel his/her registration of Ph.D. shall have to submit application along with No Due Certificate from the concerned Department / College. On receiving such application a cancellation letter shall be issued to the candidate after the approval of Hon. Vice Chancellor.
- 9.2 In case the progress of the research scholar is unsatisfactory, the Review Committee shall record the reasons for the same and suggest corrective measures. If the research scholar fails to implement these corrective measures by the next Review Committee meeting, Review Committee may recommend during that meeting to the Research Advisory Committee with specific reasons for cancellation of the registration of the research scholar. On receiving such recommendation, Research Advisory Committee shall, if required recommend the cancellation of the registration to the university.

Faculty wise Research Advisory Committees

Faculty	Research Advisory Committee	Subject of Group of Subjects
Arts	Library Science	Library Science
	Comparative Literature	Comparative Literature
	Gujarati	Gujarati
	Hindi	Hindi
	Economics	Economics
	English	English
	Sociology	Sociology
	Sanskrit	Sanskrit
	History	History
	Psychology	Psychology
	Home science	Home science
	Public Administration	Public Administration
	Journalism & Mass Communication	Journalism & Mass Communication
	H RD	H RD
	Political Science	Political Science
	Music	Music
Commerce	Commerce	(i) Marketing, (ii) Financial Accountancy, (iii) Statistics, (iv) Economics
Science	Mathematics	Mathematics
	Chemistry	Chemistry
	Statistics	Statistics
	Physics & Electronics	Physics & Electronics
	Aquatic Biology	Aquatic Biology
	Bioscience	(i) Zoology (ii) Botany(Plant Science) (iii) Microbiology (iv) Biotechnology (v) Animal Science
Law	Law	all the subjects / specialization in which Master's Degree is awarded in the Faculty
Education	Education	all the subjects / specialization in which Master's Degree is awarded in the Faculty
Management	Management	all the subjects / specialization in which Master's Degree is awarded in the Faculty
Rural Studies	Rural Studies	all the subjects / specialization in which Master's Degree is awarded in the Faculty
Computer Science and Information Technology	Computer Science and Information Technology	all the subjects / specialization in which Master's Degree is awarded in the Faculty
Medicine	Physiology	Physiology
	Biochemistry	Biochemistry
	Anatomy	Anatomy
	Microbiology	Microbiology
	Forensic Medicine	Forensic Medicine

Medicine	Medicine
Pathology	Pathology
Pharmacology	Pharmacology
Pediatrics	Pediatrics
Obst. & Gynec.	Obst. & Gynec.
Community Medicine	Community Medicine
ENT	ENT
Surgery	Surgery
Ophthalmology	Ophthalmology
Orthopedics	Orthopedics
Anesthesiology	Anesthesiology
Radiology	Radiology
Medicine	Medicine
Skin VD	Skin VD
Pulmonary	Pulmonary
Psychiatry	Psychiatry
Optometry	Optometry

The Course Structure of Pre-Registration Course Work

Modules	Unit title	Teaching hours	Credit	Total Marks	Passing Marks	
Theory						
RPE 01	Philosophy and Ethics	4	1	50		
RPE 02	Scientific Conduct	4				
RPE 03	Publication Ethics	7				
Practical						
RPE 04	Open Access Publishing	4	1	50		
RPE 05	Publication Misconduct	4				
RPE 06	Database and Research Metrics	7				
Total		30	2	100	50	

Structure for preparing final merit

Type of Candidates	Masters Degree Only	NET / SLET etc. with marks of NET SLET etc.	NET / SLET etc. without marks of NET SLET etc.	M.Phil. with Marks	M.Phil. without Marks
Entrance	Shall Appear for Entrance	Exempted From Entrance	Exempted From Entrance	Exempted From Entrance	Exempted From Entrance
Presentation Before RSC	All those who qualify entrance examination.	All	All	All	All
Weightage of Entrance	70 %	-	-	-	-
Weightage of NET/ SLET /GATE	-	70 %	-	-	-
Weightage of M.phil	-	-	-	70 %	-
Weightage of Presentation before RSC	30%	30%	100 %	30%	100 %
Total	100	100	100	100	100

Details of Courses and Credits of Ph.D. Course Work:

Subject	Credits / Hours		Marks	
	Credits	Hours	Total	Passing
Research Methodology	4	60	100	50
Advanced Course – 1 (in Concerned Subject)	4	60	100	50
Advanced Course – 2 (in Concerned Subject)	4	60	100	50
Total	12	180	300	

a) Standard of Passing:

- a.1. To pass **Ph.D. Course Work** a candidate has to earn 12 credits
a.2. In each course (paper) a candidate shall have to secure minimum **50** marks out of 100.

b) Grading System shall be as follows:

Grade Point	Description	Class	Range of % of marks (passing standard is 50%)	Grade
1	Dropped	Fail	0 $\geq$ to <10	F
2	Dropped	Fail	10 $\geq$ to <20	F
3	Dropped	Fail	20 $\geq$ to <30	F
4	Dropped	Fail	30 $\geq$ to <40	F
5	Dropped	Fail	40 $\geq$ to <50	E
6	Fair	Second Class	50 $\geq$ to <60	D
7	Good	First Class	60 $\geq$ to <70	C
8	Very Good	Distinction	70 $\geq$ to <80	B
9	Excellent	Distinction	80 $\geq$ to <90	A
10	Outstanding	Distinction	90 $\geq$ to <100	O

c) **GP:** GP, shall be calculated on the basis of marks obtained in each course (paper), the head of 100 will be considered for computing GP and GPA.

d) **GPA:** Grade Point Average shall be given at the end of course work examination, the formula to calculate GPA shall be $GPA = \sum (\text{Grade Point} \times \text{Credit}) / (\text{Credit of all courses / papers})$.

e) **Formula for converting the GPA into Percentage** shall be:

$$\text{Percentage (\%)} = (\text{Obtained GPA} / 10) * 100$$

Example: if the GPA is 6.88 the percentage will be:

$$(6.88/10)*100= 68.8\%$$

f) **The exemption** from appearing in an examination of courses (paper) shall **50** marks.

Gracing of Marks: Gracing of marks shall be as per University ordinances.

Structure of Ph.D. Evaluation**a) Details of Components and Credits of Ph.D. Program:**

Course work				
Subject	Credits / Hours		Marks	
	Credits	Hours	Total	Passing
Research Methodology	4	60	100	50
Advanced Course – 1 (in Concerned Subject)	4	60	100	50
Advanced Course – 2 (in Concerned Subject)	4	60	100	50
Total	12	180	300	
Thesis Evaluation				
	Credits	Marks	Passing marks	Total marks
Evaluation of Thesis by Internal Examiner	9	100	50	300
Evaluation of Thesis by First External Examiner		100	50	
Evaluation of Thesis by Second External Examiner		100	50	
Viva – Voce				
	Credits	Marks	Passing marks	
Viva Voce (4)		200	100	
Total Credit				
	Credits	Total Marks	Marks Obtain	
Total Credit: Course work (12), Thesis Evaluation (9) and Viva Voce (4)	25	800		

b) Standard of Passing: To pass **Ph.D. Program** a candidate has to earn 25 credits

c) Grading System shall be as follows:

Grade Point	Description	Class	Range of % of marks (passing standard is 50%)	Grade
1	Dropped	Fail	0> to <10	F
2	Dropped	Fail	10> to <20	F
3	Dropped	Fail	20> to <30	F
4	Dropped	Fail	30> to <40	F
5	Dropped	Fail	40> to <50	E
6	Fair	Second Class	50> to <60	D
7	Good	First Class	60> to <70	C
8	Very Good	Distinction	70> to <80	B
9	Excellent	Distinction	80> to <90	A
10	Outstanding	Distinction	90> to <100	O

e) **GP:**

- In the component of Course Work GP, shall be calculated on the basis of marks obtained in each course (paper), the head of 100 marks.
- In the Component of Evaluation of Thesis GP shall be calculated on the aggregate marks of all three examiners i.e. 300.
- And in the component of Viva the GP shall be calculated on the basis of marks obtained at viva examination i.e. 200.

d) **CGPA:**

Grade Point Average shall be given at the end of Ph.D. Program, the formula to calculate CGPA shall be $CGPA = \sum (\text{Grade Point} \times \text{Credit}) / (\text{total credit})$.

e) **Formula for converting the GPA into Percentage shall be:**

$$\text{Percentage (\%)} = (\text{Obtained GPA} / 10) * 100$$

Example: if the GPA is 6.88 the percentage will be:

$$(6.88/10)*100= 68.8\%$$

Ordinance for academic integrity and prevention of plagiarism

સાચી સીધી રીતે ૧૮-૧૨-૨૦૨૦
૫૧૫૫... ૧૭... ૧૬/૧૨/૨૦૨૦

(Reference:

- (1) University Grants Commission Notification of 23 July, 2018, "University Grants Commission (Promotion of Academic Integrity and Prevention of Plagiarism in Higher Educational Institutions) Regulations, 2018," published in The Gazette of India, July 31, 2018
- (2) Public Notice by University Grants Commission on 'Self-plagiarism', 20 April, 2020)

1. Preamble

This ordinance relates to the assessment of academic and research work done leading to the partial fulfillment for the award of degrees at Masters and Research level, by a student or a faculty or a researcher or a staff, in the form of thesis, dissertation and publication of research papers, chapters in books, full-fledged books and any other similar work, reflects the extent to which elements of academic integrity and originality are observed in various relevant processes adopted by Veer Narmad South Gujarat University and its affiliated colleges/ institutions.

2. Definitions:

The terms used in this ordinance shall have the meanings as specified below unless the context otherwise requires—

- a. "Academic Integrity" is the intellectual honesty in proposing, performing and reporting any activity; which leads to the creation of intellectual property;
- b. "Author" includes a student or a faculty or a researcher or staff of Veer Narmad South Gujarat University or its affiliated colleges/ institutions who claims to be the creator of the work under consideration;
- c. "Common Knowledge" means a well known fact, quote, figure or information that is known to most of the people;
- d. "Degree" means any such degree specified by the University Grants Commission, by notification in the Official Gazette, under section 22 of the University Grants Commission Act, 1956;
- e. "Departmental Academic Integrity Panel" shall mean the body constituted at the departmental level to investigate allegations of plagiarism;
- f. "Faculty" refers to a person who is teaching and/or guiding students enrolled in an HEI in any capacity whatsoever i.e. regular, ad-hoc, guest, temporary, visiting etc;
- g. "Information" includes data, message, text, images, sound, voice, codes, computer programs, software and databases or microfilm or computer generated microfiche;

h. "Institutional Academic Integrity Panel" shall mean the body constituted at Institutional level to consider recommendations of the departmental academic integrity panel and take appropriate decisions in respect of allegations of plagiarism and decide on penalties to be imposed. In exceptional cases, it shall investigate allegations of plagiarism at the institutional level;

i. "Plagiarism" means the practice of taking someone else's work or idea and passing them as one's own.

j. "Self-plagiarism" means

(i) Reproduction, in part or whole, of one's own previously published work without adequate citation and proper acknowledgment and claiming the most recent work as new and original for any academic advantage amounts to 'text-recycling' (also known as 'self-plagiarism') and is **not** acceptable.

(ii) Text-recycling/self-plagiarism includes:

- republishing the same paper already published elsewhere *without due and full citation*;
- publishing smaller/excerpted work from a longer and previous *without due and full citations* in order to show a larger number of publications;
- reusing data already used in a published work, or communicated for publication, in another work *without due and full citation*;
- breaking up a longer/larger study into smaller sections and publishing them as altogether new work *without due and full citation*;
- paraphrasing one's own previously published work *without due and full citation* of the original.

(iii) Self-citations do not add any number/s to the individual's citation index or h-index in global academia.

k. "Programme" means a programme of study leading to the award of a masters and research level degree;

l. "Researcher" refers to a person conducting academic / scientific research in Veer Narmad South Gujarat University or its affiliated colleges/ institutions;

m. "Script" includes research paper, thesis, dissertation, chapters in books, full-fledged books and any other similar work, submitted for assessment / opinion leading to the award of master and research level degrees or publication in print or electronic media by students or faculty or researcher or staff of Veer Narmad South Gujarat University or its affiliated colleges/ institutions; however, this shall exclude assignments / term papers / project reports / course work / essays and answer scripts etc.;

n. "Source" means the published primary and secondary material from any source whatsoever and includes written information and opinions gained directly from other people, including eminent scholars, public figures and practitioners in any form whatsoever as also data and

information in the electronic form be it audio, video, image or text; Information being given the same meaning as defined under Section 2 (1) (v) of the Information Technology Act, 2000

o. "Staff" refers to all non-teaching staff working in Veer Narmad South Gujarat University/ its affiliated colleges/ institutions in any capacity whatsoever i.e. regular, temporary, contractual, outsourced etc.;

p. "Student" means a person duly admitted and pursuing a programme of study including a research programme in any mode of study (full time or part-time or distance mode);

q. "Year" means the academic session in which a proven offence has been committed.

3. Objectives

3.1 To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

3.2 To establish institutional mechanism through education and training to facilitate responsible conduct of research, thesis, dissertation, promotion of academic integrity and deterrence from plagiarism.

3.3. To develop systems to detect plagiarism and to set up mechanisms to prevent plagiarism and punish a student, faculty, researcher or staff of Veer Narmad South Gujarat University or its affiliated colleges/ institutions.

5. Awareness Programs and Trainings:

(a) Veer Narmad South Gujarat University shall instruct students, faculties, researchers and staff about proper attribution, seeking permission of the author wherever necessary, acknowledgement of source compatible with the needs and specificities of disciplines and in accordance with rules, international conventions and regulations governing the source.

(b) Veer Narmad south Gujarat University shall conduct sensitization seminars/ awareness programs every semester on responsible conduct of research, thesis, dissertation, promotion of academic integrity and ethics in education for students, faculty, researcher and staff.

(c) Veer Narmad South Gujarat University and its affiliated colleges/ institutions shall :

i. Include the cardinal principles of academic integrity in the curricula of Undergraduate (UG)/Postgraduate (PG)/Master's degree etc. as a compulsory course work/module.

ii. Include elements of responsible conduct of research and publication ethics as a compulsory course work/module for Masters and Research Scholars.

iii. Include elements of responsible conduct of research and publication ethics in Orientation and Refresher Courses organized for faculty and staff members of Veer Narmad South Gujarat University and its affiliated colleges/ institutions.

iv. Train students, faculties, researchers and staff for using plagiarism detection tools and reference management tools.

v. Establish facility equipped with modern technologies for detection of plagiarism.

vi. Encourage student, faculty, researcher and staff to register on international researcher's Registry systems.

6. Curbing Plagiarism

a) Veer Narmad South Gujarat University shall implement the technology based mechanism using appropriate software so as to ensure that documents such as thesis, dissertation, publications or any other such documents are free of plagiarism at the time of their submission. (see Annexure A)

b) The mechanism as defined at (a) above shall be made accessible to all engaged in research work including student, faculty, researcher and staff etc.

c) Every student submitting a thesis, dissertation, or any other such documents to Veer Narmad South Gujarat University shall submit an undertaking indicating that the document has been prepared by him or her and that the document is his/her original work and free of any plagiarism. Further, this undertaking shall include the fact that the document has been duly checked through a Plagiarism detection tool approved by the university. (See Annexure B)

e) The Ordinance related to academic integrity and prevention of plagiarism, approved by the relevant statutory bodies/authorities of Veer Narmad South Gujarat University, shall be placed on the homepage of the university website.

f) Each research supervisor shall submit a certificate indicating that the work done by the researcher under him / her is plagiarism free. (See Annexure C)

g) The soft copies of all Masters, Research program's dissertations and thesis shall be submitted to INFLIBNET within a month after the award of degrees for hosting in the digital repository under the "Shodh Ganga e-repository".

h) An Institutional Repository on institute website shall include dissertation / thesis / paper / publication and other in-house publications.

7. Similarity checks for exclusion from Plagiarism

The similarity checks for plagiarism shall exclude the following:

i. All quoted work reproduced with all necessary permission and/or attribution.

ii. All references, bibliography, table of content, preface and acknowledgements.

iii. All generic terms, laws, standard symbols and standards equations.

Note: The research work carried out by the student, faculty, researcher and staff shall be based on original ideas, which shall include abstract, summary, hypothesis, observations, results, conclusions and recommendations only and shall not have any similarities. It shall exclude a common knowledge or coincidental terms, up to fourteen (14) consecutive words.

8. Levels of Plagiarism

Plagiarism would be quantified into following levels in ascending order of severity for the purpose of its definition:

- i. Level 0: Similarities upto 10% - Minor similarities, no penalty
- ii. Level 1: Similarities above 10% to 40%
- iii. Level 2: Similarities above 40% to 60%
- iv. Level 3: Similarities above 60%

9. Detection/Reporting/Handling of Plagiarism

If any member of the academic community suspects with appropriate proof that a case of plagiarism has happened in any document, he or she shall report it to the Departmental Academic Integrity Panel (DAIP). Upon receipt of such a complaint or allegation the DAIP shall investigate the matter and submit its recommendations to the Institutional Academic Integrity Panel (IAIP) of Veer Narmad South Gujarat University. In this context, in the absence of a university department for a subject in relation to which such a complaint is made, the Dean of the respective faculty to which this subject belongs shall recommend this matter to a related University Department and its Departmental Academic Integrity Panel (DAIP).

Further, the authorities of Veer Narmad South Gujarat University can also take suomotu notice of an act of plagiarism and initiate proceedings under these regulations. Similarly, proceedings can also be initiated by Veer Narmad South Gujarat University on the basis of findings of an examiner. All such cases will be investigated by the IAIP.

10. Departmental Academic Integrity Panel (DAIP)

The composition of Departmental Academic Integrity Panel (DAIP) in all University Departments / Affiliated Colleges / institutions in Veer Narmad South Gujarat University shall be as follows:

- a. Chairperson - Head of the Department / Principal of the College / Head of the Institution

b. Member - Senior academician from outside the department / college / Institution, to be nominated by the Vice Chancellor.

c. Member - A person well versed with anti plagiarism tools, to be nominated by the Head of the Department / Principal of the College / Head of the Institution. The tenure of the members in respect of points 'b' and 'c' shall be two years. The quorum for the meetings shall be 2 out of 3 members (including Chairperson).

ii. The DAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff.

iii. The DAIP shall have the power to assess the level of plagiarism and recommend penalty(ies) accordingly.

iv. The DAIP after investigation shall submit its report with the recommendation on penalties to be imposed to the IAIP within a period of 45 days from the date of receipt of complaint / initiation of the proceedings.

11. Institutional Academic Integrity Panel (IAIP)

The composition of Institutional Academic Integrity Panel (IAIP) shall be as follows:

a. Chairperson - Pro-VC/Dean/Senior Academician of Veer Narmad South Gujarat University.

b. Member - Senior Academician other than Chairman, to be nominated by the Vice Chancellor.

c. Member - One member nominated by the Vice Chancellor from outside Veer Narmad South Gujarat University.

d. Member - A person well versed with anti-plagiarism tools, to be nominated by the Vice Chancellor.

The Chairperson of DAIP and IAIP shall not be the same. The tenure of the Committee members including Chairman shall be three years. The quorum for the meetings shall be 3 out of 4 members (including Chairman).

ii. The IAIP shall consider the recommendations of DAIP.

iii. The IAIP shall also investigate cases of plagiarism as per the provisions mentioned in these regulations.

iv. The IAIP shall follow the principles of natural justice while deciding about the allegation of plagiarism against the student, faculty, researcher and staff of HEI.

- v. The IAIP shall have the power to review the recommendations of DAIP including penalties with due justification.
- vi. The IAIP shall send the report after investigation and the recommendation on penalties to be imposed to the Head of the HEI within a period of 45 days from the date of receipt of recommendation of DAIP/ complaint / initiation of the proceedings.
- vii. The IAIP shall provide a copy of the report to the person(s) against whom inquiry report is submitted.

12. Penalties

Penalties in the cases of plagiarism shall be imposed on students pursuing studies at the level of Masters and Research programs and on researcher, faculty & staff of the HEI only after academic misconduct on the part of the individual has been established without doubt, when all avenues of appeal have been exhausted and individual in question has been provided enough opportunity to defend himself or herself in a fair or transparent manner.

12.1 Penalties in case of plagiarism in submission of thesis and dissertations

Institutional Academic Integrity Panel (IAIP) shall impose penalty considering the severity of the Plagiarism.

- i. Level 0: Similarities upto 10% - Minor Similarities, no penalty.
- ii. Level 1: Similarities above 10% to 40% - Such student shall be asked to submit a revised script within a stipulated time period not exceeding 6 months.
- iii. Level 2: Similarities above 40% to 60% - Such student shall be debarred from submitting a revised script for a period of one year.
- iv. Level 3: Similarities above 60% -Such student registration for that programme shall be cancelled.

Note 1: Penalty on repeated plagiarism- Such student shall be punished for the plagiarism of one level higher than the previous level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative.

Note 2: Penalty in case where the degree/credit has already been obtained - If plagiarism is proved on a date later than the date of award of degree or credit as the case may be then his/her degree or credit shall be put in abeyance for a period recommended by the IAIP and approved by the Head of the Institution.

12.2 Penalties in case of plagiarism in academic and research publications

I. Level 0: Similarities up to 10% - Minor similarities, no penalty.

II. Level 1: Similarities above 10% to 40%

i) Shall be asked to withdraw manuscript.

III. Level 2: Similarities above 40% to 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to one annual increment.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of two years.

IV. Level 3: Similarities above 60%

i) Shall be asked to withdraw manuscript.

ii) Shall be denied a right to two successive annual increments.

iii) Shall not be allowed to be a supervisor to any new Master's, M.Phil., Ph.D. Student/scholar for a period of three years.

Note 1: Penalty on repeated plagiarism - Shall be asked to withdraw manuscript and shall be punished for the plagiarism of one level higher than the lower level committed by him/her. In case where plagiarism of highest level is committed then the punishment for the same shall be operative. In case level 3 offence is repeated then the disciplinary action including suspension/termination as per service rules shall be taken by the HEI.

Note 2: Penalty in case where the benefit or credit has already been obtained - If plagiarism is proved on a date later than the date of benefit or credit obtained as the case may be then his/her benefit or credit shall be put in abeyance for a period recommended by IAIP and approved by the Vice Chancellor.

Note 3: If there is any complaint of plagiarism against the Vice Chancellor, a suitable action, in line with these regulations, shall be taken by the Chancellor of Veer Narmad South Gujarat University.

Note 4: If there is any complaint of plagiarism against the Head of Department/Authorities at the institutional level, a suitable action, in line with these regulations, shall be recommended by the IAIP and approved by the Competent Authority.

Note 5: If there is any complaint of plagiarism against any member of DAIP or IAIP, then such member shall excuse himself / herself from the meeting(s) where his/her case is being discussed/investigated.

13. A faculty/ staff member of Veer Narmad South Gujarat University or its affiliated colleges/ institutions shall get his/ her research paper /chapters of a book/ a full fledged book/ a research work/ a research document checked himself/ herself through the Plagiarism Detection tool, approved by Veer Narmad South Gujarat University, before sending it for publication, and he/ she must keep its Plagiarism detection report with him/ her on permanent basis as an evidence for having got his/ her research document checked through the Plagiarism Detection Tool, approved by Veer Narmad South Gujarat University.

14. (i) The Vice Chancellor, Selection Committees, Screening Committees, IQACs and all/any experts of Veer Narmad South Gujarat University, involved in academic performance/evaluation and assessment, shall take their decisions in the case of promotions, selections, credit allotment, award of research degrees, based on an evaluation of the applicant's published work to ensure that the work being submitted for promotion/selection is not self-plagiarized.

(ii) The set of parameters, if issued by UGC, to evaluate instances of text recycling/ self-plagiarism, shall be followed.

Annexure A

1. The research student shall be required, before the submission of a hard copy of his/ her Ph. D. thesis/ dissertation, to submit a soft copy of the entire Ph. D. thesis/ dissertation to the designated officer, appointed by the university.

2. The designated officer shall check the soft copy, submitted by the research student, through Plagiarism detection tool, approved by the Veer Narmad South Gujarat University, and shall issue a hard copy of Plagiarism Detection Certificate, in accordance with the prescribed format, with reference to Annexure D, and the complete Plagiarism check report in a soft copy to the research student.

3. Further, the designated officer shall send both a hard copy of the Plagiarism Detection Certificate and a soft copy of the complete Plagiarism check report to the university office as well as to the concerned research supervisor.

4. The research student shall be required to attach the Plagiarism Detection Certificate with all the hard copies of his/ her Ph. D. thesis/ dissertation.

5. The designated officer shall exclude the items provided in section 7 of this ordinance while undertaking similarity checks for plagiarism.

Annexure B

Research Student's Undertaking

This Ph. D. thesis/ dissertation, entitled _____, has been prepared by the undersigned, Mr./ Ms. _____. It is my original research work, which is free of plagiarism. Further, this Ph. D. thesis/ dissertation has been duly checked through a plagiarism detection tool, approved by Veer Narmad South Gujarat University.

(Research Student's signature)

Date: _____

Annexure C

Research Supervisor's Certificate

This is to certify that I, Dr. _____, the undersigned, have supervised the preparation of the Ph. D. thesis/ dissertation, entitled _____, by Mr/ Ms. _____ during his/ her Ph. D. programme. I believe, as corroborated by the Plagiarism detection certificate, that this Ph. D. thesis/ dissertation is within permissible limits of Ordinance for academic integrity and prevention of plagiarism.

(Research Supervisor's signature)

Date: _____

Annexure D

Plagiarism Detection Certificate

The Ph. D. thesis/ dissertation/ Research Paper/ any other document, entitled _____, prepared by Mr. / Ms. _____, in the subject _____ and in the Faculty of _____, supervised by the Research Supervisor Dr. _____ has been scanned through the Plagiarism Detection Tool, approved by Veer Narmad South Gujarat University. Its report is as follows:

Name of the Software Detection Tool: _____

Date: _____

Similarity Index: _____

Total Word Count: _____

The detection procedure has been conducted while following **Ordinance for academic integrity and prevention of plagiarism** of Veer Narmada South Gujarat University.

Further, a soft copy of the similarity check report, generated by the software detection tool, is also being provided.

Date: _____

Signature of the Designated Officer

Sl. No. 95-92-2020

92/19/10



Department of Human rights and Duties
University School of Law
Gujarat University
Ahmedabad

Bhavesh H. Bharad (Ph.D.)
Assistant Professor & Head (I/c)

Date: 15.10.2020

To,
The Registrar,
Veer Narmad South Gujarat University,
Surat.

Sub.: Evaluation Report of Dr. Bhadresh Anilkumar Dalal for the Ph.D Supervisor.

Ref: VNSGU, Surat letter No. PG/Ph.D.ST/5752/2020, Dt. 15.7.2020.

Sir,

I have gone through the application of **Dr. Bhadresh Anilkumar Dalal** for **Ph.D. supervisor** according to the Ordinance-108 of VNSGU, Surat which was provided by the PG department of VNSGU, Surat.

I state my observations below.

1. He has worked on a Contractual basis as a Teaching Assistant at Sarvajani College of Law, Surat affiliated with VNSGU, Surat from July 2015 to June 2018.
2. He has been working as **Full Time regular teacher** in a capacity of Assistant Professor at Sarvajani College of Law, Surat affiliated with VNSGU, Surat since 18th August, 2018.
3. As per the Ordinance 108/1-B for Ph.D. supervisor **"Five years' experience of teaching Post Graduate Classes"** required. Here VNSGU, Surat gave Recognition as PG teacher by letter No. PG/PGT/Recog/19482/2018, on Dated 19th October 2018. With this reference Applicant Dr. Bhadresh A. Dalal has **Only 2 years** of experience of PG Teaching. So, **He not fulfills this criterion.**
3. As per the provided record with application by University, He has published more than 5 Research Publications and other Chapters in Various books during 2013 to 2018. So, He fulfilled the requirement of Publication.

As per the record Dr. Bhadresh Anilkumar Dalal fulfil **PARTLY** the required eligibility criteria of Ph.D. supervisor prescribed at Ordinance- 108 of VNSGU, Surat.

Bhavesh H. Bharad (Ph.D.)

Veer Narmad South Gujarat University, Surat

Ordinance -108

{ Approved by Syndicate on its Meeting Dt. 7-10-2016 Res. No. (32) }

I

IN THE FACULTIES OF ARTS, SCIENCE, COMMERCE, LAW, COMPUTER SCIENCE & INFORMATION TECHNOLOGY, EDUCATION, MANAGEMENT, RURAL STUDIES, and HOMEOPATHY.

- A. A Teacher to be recognized as a Research Supervisor for the Ph. D. degree in a subject shall have the following qualifications, and only a full time regular teacher of this University or affiliated College / Recognized Institution can act as a Research Supervisor. The external research supervisors are not allowed. However, a Co-supervisor can be allowed in inter-disciplinary areas from other departments of the other University or from other related institutions with the approval of the Research Advisory Committee.

Any regular Professor of the University / College / Recognized Institution with at least five research publications in refereed journals and any regular Associate/Assistant Professor of the University / College / Recognized Institution with a Ph.D. degree and at least two research publications in refereed journals may be recognized as a Research Supervisor.

Provided that in areas/disciplines where there is no or only a limited number of refereed journals available, the Board of University Teaching (B.U.T.) may relax the above condition for recognition of a person as Research Supervisor with reasons recorded in writing.

- B. A Professor / Principal and an Associate Professor, duly recognized by the university, with the five-year postgraduate teaching experience in the case of the latter, shall require the number of research publications as mentioned above in (A), and shall be recognized as Ph. D. research supervisors without being subjected to its formal process of recognition.

Note : Proviso regarding five years experience of teaching Post-Graduate classes and required number of publication as mentioned (A) shall not apply to the Associate Professors who were already in the staff of the University before this amendment came into force and were recognized as Research Supervisors for the Ph.D. Degree in their respective subject.

II

IN THE FACULTY OF MEDICINE :

A Qualified Post-Graduate teacher under O.109 (iii) may be recognized as a Research Supervisor for research in his subject. Provided he / she has to his credit published research work of recognized eminence and provided further that he / she has not less than 10 years of teaching and research experience after obtaining his / her Post-Graduate qualifications and has not less than 5 years of Post-Graduate teaching experience in view of the norms laid down by Medical Council of India (M.C.I.) Essentially, all the formal requirements for a Ph. D. research supervisor shall be in accordance with the rules of University Grants Commission (U.G.C.), Medical Council of India (M.C.I.), All India Council for Technical Education (A. I. C. T. E.) and other such regulatory bodies depending on the subject.

1. In the faculties of Arts, Science, Commerce, Education, Law, Management, Rural Studies, Computer Science and Information Technology and Homeopathy of Veer Narmad South Gujarat University the recognition of a teacher of a university department/ an affiliated college/ an affiliated recognized institution as a Research Supervisor for the degree of Ph.D. shall require the fulfillment of the following eligibility criteria:
 - (a) One must be a full time, regular teacher of a university department/ an affiliated college/ a recognized institution, confirmed in his / her position / service.
 - (b) A full time, regular Professor in a university department, with at least five research publications in a referred journal, published after the completion of his / her Ph.D. programme; and an Associate Professor in a university department / a Principal in a college/ an Associate Professor in a college with at least two research publications in a referred journal, published after the completion of his / her Ph.D. programme, shall be recognized as Research Supervisors for the degree of Ph.D. by virtue of his / her said designations without being subjected to any formal process of scrutiny and recognition.
 - (c) A full time, regular Assistant Professor, confirmed in his / her position / service, in a university department/ an affiliated college/ an affiliated recognized institution, with at least two research publications in a referred journal, published after his/ her completion of the Ph.D programme, shall be eligible for applying to become a research supervisor for the degree of Ph.D and he/she shall be recognized as a research supervisor for the degree of Ph.D. only after the submission of his/ her research publications to two external referees from outside Veer Narmad South Gujarat University, and their affirmative reports on the said research publications.
2. A co-research supervisor may be permitted in a Ph.D. programme in interdisciplinary research areas from a university department / an affiliated college/ an affiliated recognized institution of Veer Narmad South Gujarat University or a university department / a college/ a recognized institution of a university other than Veer Narmad South Gujarat University, subject to the approval of the Research Advisory Committee of the concerned subject and Board of University Teaching.
3. In the case of the faculty of Medicine, a qualified Post - Graduate teacher with reference to 0.109(iii) shall be recognized as a research supervisor for the degree of Ph.D. in his / her subject, provided that he / she has to his / her credit published research work of eminence and provided further that he/she has not less than 10 years of experience of teaching and research after obtaining his /her post - graduate qualifications, and has not less than 05 years of teaching experience at post - graduate level in view of the norms laid down by Medical Council of India.
4. All the formal requirements for a research supervisor for the degree of Ph.D shall be in accordance with the rules and regulations of University Grants Commission (U.G.C), Medical Council of India (M.C.I), National Medical Commission (NMC), All India Council for Technical Education (A.I.C.T.E), Central Council of Homeopathy (C.C.H.) and other such regulatory bodies for a given subject.

SOUTH GUJARAT UNIVERSITY

Third (or Final) Year B. Com.

સરનામું નં. 25-2-2020

સરનામું નં. 25-2-2020

N^o 005278



712-103

Shri/Smt./Kum.

UPADHAY VISHAL BAKULCHANDRA

Certificate showing the number of marks gained by

in each head of passing

at the Third (or Final) Year B. Com. Examination held in APRIL-2002.

Name of College : SIR K.P. COLLEGE OF COMMERCE, SURAT.

SEAT NO.	Comp. Langs. English, Sanskrit, Hindi, Paper I & II	Commerce title Law	Business Admini- stration- III	Problems of Indian Economic Develop- ment	Special Subject Adv. Ac- counting	Optional Subject Statistics	Total Marks Obtai- ned	Credit Marks		Total For Class		Remarks
5083	External Evaluation	70 25	70 25	70 25	70 25	140 50	200 50	100	100	490	900	PASS
	Internal Evaluation	30	30	30	30	60	30					
	Total	100 36	100 36	100 36	100 36	200 72	100 36					
	External Marks	31	37	33	30	50	33					
Marks obtained	Internal Marks	20	20	16	16	34	20					PASS
	Total	51	57	49	46	84	53	340	52	59	214	

Entered by

Surat, Dated: 14-7-2003.

Checked by

N. B. : (1) No change in any entry is to be made except by the authority issuing the certificate.

(2) *Exemption (1) 40% or more of the total marks in Comp. Language.

(2) 44% or more of the total marks in the remaining subjects.

-Indicates Failure

* Indicates Exemption

True Copy

UNIVERSITY REGISTRAR

1c Registrar

ગુજરાત

RESULT SHEET
 Not. No. : 0

NAME : SUKAT
 Scheme : NEW
 Exam : WHOLE
 STUDENT NAME
 SEAT NO. TOTAL 100/ 36
 EXT 70/ 25
 INT 30
 100/ 36
 MER. LAW
 BUS. ADMN.
 ECONOMICS
 ADV. AC. &
 AUD. IIT-IV
 STATISTICS
 UNIT, FY AGG., RESULT
 GRAND
 SY
 100
 100
 900 Se No

UPADHYA PIYUSH MOHANBHAI
 Degree Awarded
 ANNUAL-1923
 5080
 27
 11
 38
 33
 23
 56
 27
 11
 38
 33
 20
 53
 53
 29
 82
 202
 307
 46
 45.11%
 5080
 PASS

UPADHYA SURESH MANHARBHAI
 Degree Awarded
 ANNUAL-2005
 5081
 25
 17
 42
 42
 21
 63
 32
 17
 49
 32
 17
 49
 32
 17
 49
 55
 34
 89
 341
 53
 50.78%
 5081
 PASS

UPADHYA NEHALKUMAR CHANDRABHAI
 Degree Awarded
 ANNUAL-1923
 5082
 27
 19
 46
 37
 22
 59
 31
 19
 50
 35
 21
 56
 75
 35
 110
 44
 18
 52
 249
 383
 63
 57.00%
 5082
 SECOND

UPADHYA VISHAL BAKULCHANDRA
 Degree Awarded
 ANNUAL-1923
 5083
 31
 20
 51
 37
 20
 57
 33
 16
 49
 30
 16
 46
 50
 34
 84
 33
 20
 53
 214
 340
 52
 50.11%
 5083
 PASS

UPADHYA KRUPI DIPAKKUMAR
 Degree Awarded
 ANNUAL-1923
 5084
 34
 25
 59
 48
 27
 75
 42
 24
 66
 40
 23
 63
 84
 44
 129
 48
 26
 74
 236
 455
 74
 68.44%
 5084
 FIRST

UPADHYA DHARMI JAYANTIBHAI
 Degree Awarded
 ANNUAL-1923
 5085
 31
 23
 54
 46
 23
 69
 38
 18
 56
 39
 21
 60
 70
 36
 106
 32
 19
 51
 236
 396
 58
 58.33%
 5085
 SECOND

UPADHYA SHITAL HIRENCHANDRA
 5086
 20
 11
 31
 30
 20
 50**
 28
 11
 39
 28
 12
 40
 50
 23
 73
 16
 11
 27
 172
 260
 44
 355
 5086
 FAIL

UPADHYA NEHA PRAVINBHAI
 Degree Awarded
 ANNUAL-1923
 5087
 31
 20
 51
 42
 22
 64
 39
 18
 57
 33
 17
 50
 64
 32
 96
 39
 17
 53
 245
 371
 62
 54.78%
 5087
 SECOND

UPADHYA HARESH WALLABHBHAI
 Degree Awarded
 ANNUAL-1923
 5088
 27
 17
 44
 35
 23
 58
 43
 18
 61
 38
 19
 57
 74
 36
 110
 35
 16
 51
 252
 381
 57
 56.33%
 5088
 SECOND

UPADHYA JAYESH DHIRUBHAI
 Degree Awarded
 ANNUAL-1923
 5089
 30
 15
 45
 41
 23
 64
 42
 18
 60
 39
 18
 57
 75
 34
 109
 50
 18
 68
 277
 403
 59
 58.78%
 5089
 SECOND

ENGLISH	ENGLISH	MER. LAW	BUS. ADMN.	ECONOMICS	ADV. AC. & STATISTICS	UNI. SY. ABBS. RESULT
Exam : WRILE	EXT 70/ 25	70/ 25	70/ 25	70/ 25	140/ 50	495
STUDENT NAME	INT 30	30	30	30	60	100
SEAT NO.	TOTAL 100/ 54	100/ 34	100/ 34	100/ 34	200/ 72	100-900 Se. No.

DEVIYAL PIYUSH MOHANBHAI	27	35	27	33	53	29	PASS
	11	23	11	20	29	11	46 45.11%
5080	38	56	38	53	82	40	53 406 50.00

DEVIYAL GIRESH MANHARBHAI	25	42	32	32	56	34	PASS
	17	21	17	17	34	19	53 50.78%
5081	42	63	49	49	89	49	63 457 50.81

DEVIYAL NEHALKUMAR CHANDRAHAS	27	37	31	35	75	44	SECOND
	19	22	19	21	35	18	249
5082	46	59	50	56	110	62	383 67 613 50.00

DEVIYAL VISHAL BAKUL CHANDRA	31	37	33	30	50	35	PASS
	20	20	16	16	34	20	214
5083	51	57	49	46	84	53	340 59 451 50.00

DEVIYAL KRUTI DIPAKKUMAR	34	48	42	40	84	43	First
	25	27	24	23	44	26	286
5084	59	75	66	63	128	74	465 77 616 50.00

DEVIYAL DHARTI JAYANTIBHAI	31	46	38	39	70	30	SECOND
	23	23	18	21	36	19	252
5085	54	69	56	60	106	51	396 71 525 50.00

DEVIYAL SMITAL HIRENCHANDRA	20	30	28	28	50	16	FAIL
	11	20	11	12	28	11	172
5086	31	50	39	40	73	27	260 51 353 50.00

DEVIYAL NEHA PRAVINBHAI	31	42	39	33	64	36	SECOND
	20	22	18	17	32	17	248
5087	51	64	57	50	96	53	377 60 453 50.00

DEVIYAL HARESH VALLABHBHAI	27	35	42	38	74	39	SECOND
	17	23	18	19	36	16	202
5088	44	58	61	57	113	51	381 69 527 50.00

DEVIYAL JAYESH DATTABHAI	30	41	42	39	73	30	SECOND
	15	23	18	19	31	18	177
5089	45	54	60	57	167	68	403 59 525 50.00

We, the Chancellor, Vice Chancellor and Members
of the Senate of the South Gujarat University

 certify that the withinsigned

Upadhyay Vishal Bakulchandra

*of Sir H. D. College of Commerce, Surat,
having been examined for the Degree of
Bachelor of Commerce (Special)
and placed in the Pass Class,
the degree of*

Bachelor of Commerce

[Special]

*has been conferred on him at Surat on the
Twentyninth day of the month of March in the year
Two Thousand Three.*

His special subject was Advanced Accounting & Auditing

*In Testimony whereof are set the Seal of the
said University and the Signature of the said Vice-Chancellor.*



Poon Shande
Vice-Chancellor



Re-Accredited by NAAC with 'A' Grade

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉદ્ધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Tel : +91 - 261 - 2227141 to 2227146, Toll Free : 1800 2333 011, Fax : +91 - 261 - 2227312

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

ક્રમાંક : કાનૂન/૨૧૧/૨૦૨૦

તારીખ : ૨૦/૧૧/૨૦૨૦

કાનૂન વિદ્યાશાખા,

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી,

સુરત.

વી. ન. દ. ગુ. યુનિ. સુરત

આવક નં.....૧૨૬૬૫.....

તારીખ.....૨૩-૧૧-૨૦.....

(Signature)
૨૩/૧૧/૨૦

એકેડેમિક પ્રશિક્ષક તા. ૧૮-૧૨-૨૦૨૦

બાબત.....૩૧.....વિજ્ઞાપન પત્ર (સ્મારક)

પ્રતિ,

ઈ.ચા. કુલ સચિવશ્રી,

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી,

સુરત.

વિષય: વિભાગમાં LL.M. (Business Law) નો અભ્યાસક્રમ શરૂ કરવા બાબત.
માનનીયશ્રી,

સવિનય ઉપરોક્ત વિષયના અનુસંધાનમાં જણાવવાનું કે, ડિપાર્ટમેન્ટ ઓફ લો માં હાલ LL.M. (Human Rights) Programme નો અભ્યાસક્રમ ચાલે છે. તેમજ વલસાડ ખાતે આવેલ Shah K.M. Law College ખાતે LL.M. (Business Law) નો અભ્યાસક્રમ હાલ સુધી ચાલતો હતો, જે હવે બંધ કરવામાં આવેલ છે. તો LL.M. (Business Law) નો અભ્યાસક્રમ વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટીના કાનૂનશાસ્ત્ર-વિભાગમાં શરૂ કરવા માટે પરવાનગી આપવા વિનંતી.

આભાર સહ,



લિ. આપનો વિશ્વાસુ,

(Signature)

Co-Ordinator

B.Com. LL.B. Programme

Department of Law

Veer Narmad South Gujarat University

અહેતમક લાઈખમલ તા. ૧૮/૧૨/૨૦૨૦
આવક ક્રમાંક: ૩૩ વપદાન-૦૬



Re-Accredited 'B' 2.82 CGPA by NAAC

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

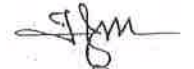
Telegram : VNSCU, Telephone : +91 - 261 - 2227141 to 2227145, Fax : +91 - 261 - 2227312

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

પરિપત્ર

વિનયન અને વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓને જણાવવાનું કે, આ સાથે (૧) વિનયન વિદ્યાશાખાનો પરિપત્ર ક્રમાંક : એકે/પરિપત્ર/૩૨૩૬/૦૮ તા. ૦૫-૦૪-૨૦૦૮ અને (૨) વાણિજ્ય વિદ્યાશાખાનો પરિપત્ર ક્રમાંક : એકે/૧૨૭/૧૧ તા. ૦૫-૦૧-૨૦૧૧નો પરિપત્ર સામેલ છે. સદર પરિપત્રની જાણ સંબંધકર્તા શિક્ષકો અને વિદ્યાર્થીઓને કરવી તથા તેનો ચૂસ્તપણે અમલ કરી વિદ્યાર્થીઓને યોગ્ય માર્ગદર્શન/પ્રવેશ આપવાનો રહેશે.

ક્રમાંક : એકે/પરિપત્ર/૮૧૩૨/૧૨
તા. ૨૦-૦૭-૨૦૧૨


કુલસચિવ

પ્રતિ,

- (૧) વિનયન અને વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓ
- (૨) અધ્યક્ષશ્રી, વાણિજ્ય વિદ્યાશાખા અને વિનયન વિદ્યાશાખા
- (૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
- (૪) લાયબ્રેરી વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
- (૫) એક્ઝટર્નલ વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.

....તરફ જાણ તેમજ ઘટતી કાર્યવાહી સારૂ.



VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલ્લા રોડ, સુરત - ૩૯૫ ૦૦૭

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website :- www.sgu.ernet.in

-: પરિપત્ર :-

વિનયન વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓને જણાવવાનું કે, વિનયન વિદ્યાશાખાના એસ.વાય.બી.એ. અને ટી.વાય.બી.એ. ના વર્ગમાં વિષય બદલવા ઈચ્છતા વિદ્યાર્થીઓને નીચે જણાવ્યા પ્રમાણે વિષય બદલવાની શરતી પરવાનગી આપવા અંગેની વિનયન વિદ્યાશાખાના અધ્યક્ષશ્રીની દરખાસ્ત એકેડેમિક કાઉન્સિલે તેની તા. ૧૯-૦૩-૦૮ ની સભાના ઠરાવ ક્રમાંક : ૭૨ અન્વયે મંજૂર કરેલ છે.

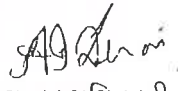
" એસ.વાય.બી.એ. માં (૧) (અ) ફરજીયાત વિષય બદલનાર વિદ્યાર્થીએ એફ.વાય.બી.એ. નું જે તે વિષયનું પેપર પાસ કરવાની શરતે વિષય બદલી આપી શકાય. (૧) (બ) મુખ્ય કે ગૌણ વિષય બદલનાર વિદ્યાર્થીએ એફ.વાય.બી.એ. ના જે તે વિષયના બે પેપરની પરીક્ષા પાસ કરવાની શરતે વિષય બદલી આપી શકાય (૨) ટી.વાય. બી.એ. માં ગૌણ વિષયને મુખ્ય વિષય તરીકે રાખનાર વિદ્યાર્થીએ એસ.વાય.બી.એ. નું જે તે વિષયનું ત્રીજું પેપર પાસ કરવાની શરતે વિષય બદલી આપી શકાય.

વધુમાં પ્રસ્તુત જોગવાઈ અન્વયે જે તે કોલેજના આચાર્યશ્રીએ વ્યક્તિગત કિસ્સામાં નિર્ણય લઈ નીચલી પરીક્ષાના જે તે વિષયના પરીક્ષાના ફોર્મ વિદ્યાર્થી પાસે ભરાવી યુનિવર્સિટી પરીક્ષા નિયામકશ્રીને ૩૧ ઓગસ્ટ સુધીમાં તે અંગેની સીધી લેખિતમાં જાણ કરવી અને તે વિદ્યાર્થીઓના જ પરીક્ષાના ફોર્મ પણ સ્વીકારવામાં આવશે. આ અંગે હવે કોઈ પરવાનગી યુનિવર્સિટીની લેવાની રહેતી નથી. ગૌણ વિષયને મુખ્ય વિષય બનાવી ફરી બી.એ. ની પદવી પરીક્ષામાં બેસનાર વિદ્યાર્થીઓને પણ આજ જોગવાઈ લાગુ પડશે. ટી.વાય.બી.એ. માં ફરજીયાત ભાષા કે તેનું લેવલ બદલી શકાશે નહીં. "

ઉપરોક્ત બાબતની જાણ સંબંધકર્તા શિક્ષકો અને વિદ્યાર્થીઓને કરવી, તદ્દુપરાંત તેનો યુક્તપણે અમલ કરવા વિનંતી.

ક્રમાંક : એકે./પરિપત્ર/૩૨૩૬/૦૮

તા. ૦૫-૦૪-૦૮


ઈ.ચા.કુલસચિવવતી

પ્રતિ,

- ૧) વિનયન વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓ
 - ૨) અધ્યક્ષશ્રી, વિનયન વિદ્યાશાખા
 - ૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
- ...તરફ જાણ તેમજ ઘટતી કાર્યવાહી સારૂ.



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વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

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-: પરિપત્ર :-

વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓને જણાવવાનું કે, વાણિજ્ય વિદ્યાશાખાએ તેની તા. ૧૬-૧૦-૧૦ ની સભાના ઠરાવ ક્રમાંક : ૧૧ અન્વયે કરેલી નીચેની ભલામણ એકેડેમિક કાઉન્સિલે તેની તા. ૨૯-૧૧-૨૦૧૦ ની સભાના ઠરાવ ક્રમાંક : ૧૦૭ થી મંજૂર કરેલ છે. તેની જાણ સંબંધકર્તા શિક્ષકો અને વિદ્યાર્થીઓને કરવી, તદ્દઉપરાંત તેનો અમલ કરવા વિનંતી.

વાણિજ્ય વિદ્યાશાખાની તા. ૧૬-૧૦-૧૦ ની સભાની ભલામણ ક્રમાંક : ૧૧

:: આથી ઠરાવવામાં આવે છે કે, વાણિજ્ય વિદ્યાશાખામાં એસ.વાય. બી.કોમ. અને ટી.વાય.બી.કોમ. માં મુખ્ય અને વૈકલ્પિક વિષય પસંદ કરવા / બદલવા ઈચ્છતા વિદ્યાર્થીઓ માટે નીચે પ્રમાણે કાર્યવાહી કરવા માટે મંજૂરી આપવા એકેડેમિક કાઉન્સિલને ભલામણ કરવી.

એસ.વાય.બી.કોમ. માં (૧) મુખ્ય અને ગૌણ / વૈકલ્પિક વિષયની પસંદગીમાં કોઈ શરત નથી. (૨) ટી.વાય.બી.કોમમાં વિષય બદલીને બેવડી પદવી મેળવવા માટે અરજી કરનારને એસ.વાય.બી.કોમ. ના તેના ગૌણ / વૈકલ્પિક વિષય ના એસ.વાય.બી.કોમ.ના બાકીના પેપર પાસ કરવાની શરતે ટી.વાય.બી.કોમમાં તે વિષયને મુખ્ય વિષય તરીકે પસંદ કરીને બેવડી પદવી માટેના અભ્યાસક્રમમાં પ્રવેશ માટે મંજૂરી આપવી.

વધુમાં ઠરાવવામાં આવે છે કે, જેવી રીતે એડવાન્સ એકાઉન્ટસી સાથે બી.કોમ. થનાર વિદ્યાર્થી ટેક્સેસન સાથે એમ.કોમ. માં પ્રવેશ મેળવી શકે છે તેવી જ રીતે ટેક્સેસન સાથે બી.કોમ. થનાર વિદ્યાર્થીને એડવાન્સ એકાઉન્ટ સાથે એમ.કોમ. માં પ્રવેશ માટે પાત્ર ગણવો.

એકેડેમિક કાઉન્સિલની તા. ૨૯-૧૧-૨૦૧૦ ની સભાનો ઠરાવ ક્રમાંક : ૧૦૭

:: આથી ઠરાવવામાં આવે છે કે, વાણિજ્ય વિદ્યાશાખાની તા. ૧૬-૧૦-૧૦ ની સભાની ભલામણ ક્રમાંક : ૧૧ નો યથાવત સ્વીકાર કરી મંજૂર કરવામાં આવે છે.

ક્રમાંક : એકે./પરિપત્ર/૧૨૭/૧૧

તા. ૦૫-૦૧-૨૦૧૧

(Signature)
કુલસચિવ

પ્રતિ,

- ૧) વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન કોલેજોના આચાર્યશ્રીઓ
- ૨) અધ્યક્ષશ્રી, વાણિજ્ય વિદ્યાશાખા
- ૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
- ૪) લાયબ્રેરી વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.
- ૫) એક્ઝટર્નલ વિભાગ, વીર નર્મદ દ. ગુ. યુનિવર્સિટી, સુરત.

...તરફ જાણ તેમજ તટતી કાર્યવાહી સારૂ.

પ્રવર્તમાન સ્ટેટ્યુટ

STATUTE-106

(7) FACULTY OF MEDICINE

Anatomy
Physiology
Bio- Chemistry
Pharmacology
Pathology
Microbiology
Community Medicine
Surgery/ ENT/Ophthalmology/Orthopedics
Obstetrics & Gynecology
Medicine including pediatrics
Skin V.D. / Psychiatry
Anesthesiology
Radiology
Optometry
Clinical Psychology

STATUTE-120

(6) FACULTY OF MEDICINE

59. Pre-Clinical subject including Anatomy, Physiology and Bio-Chemistry.
60. Pera-Clinical subjects including Pharmacology Pathology, Microbiology and Forensic Medicine.
61. GENERAL MEDICINE AND RELATED SUBJECT:-
 1. General Medicine
 2. Skin & V.D.
 3. Psychiatry
 4. Radiology
 5. **Nursing**
62. GENERAL SURGERY AND RELATED SUBJECT:-
 1. General Surgery
 2. E.N.T
 3. Orthopedics
 4. Anesthesiology
 5. Ophthalmology
63. MATERNITY AND CHILD HEALTH:-
 1. Community Medicine
 2. Pediatrics
 3. Obstetrics & Gynecology
 4. Clinical Psychology
64. Unani Medicine
65. Physiotherapy
66. Optometry

સુચિત સુધારેલ સ્ટેટ્યુટ

STATUTE-106

(7) FACULTY OF MEDICINE

Anatomy
Physiology
Bio- Chemistry
Pharmacology
Pathology
Microbiology
Community Medicine
Surgery/ ENT/Ophthalmology/Orthopedics
Obstetrics & Gynecology
Medicine including pediatrics
Skin V.D. / Psychiatry
Anesthesiology
Radiology
Optometry
Clinical Psychology
Nursing

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 5. Ophthalmology
63. MATERNITY AND CHILD HEALTH:-
 1. Community Medicine
 2. Pediatrics
 3. Obstetrics & Gynecology
 4. Clinical Psychology
64. Unani Medicine
65. Physiotherapy
66. Optometry
67. **Nursing**

(To be added included at appropriate number)



Re-Accredited by NAAC with 'A' Grade

VEER NARMAD SOUTH GUJARAT UNIVERSITY

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

યુનિવર્સિટી કેમ્પસ, ઉધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

Tel : +91 - 261 - 2227141 to 2227146, Toll Free : 1800 2933 011, Fax : +91 - 261 - 2227312

E-mail : info@vnsgu.ac.in, Website : www.vnsgu.ac.in

Department of Journalism and Mass Communication

વી. ન. દ. ગુ. યુ. સુરત
નામ નં. 13540
તારીખ 9-12-2020

(A)
Kalpna Rao
9/12/20

3390

Jour/Mass Comm/ /2020

Dr. Kalpana Rao, Head,
Department of Journalism and
Mass Communication

Date: 7/12/2020

To,
Registrar
Veer Narmad South Gujarat University
Surat

Sub: Proposal to start a programme of B A in the subject of Mass Communication from the academic year 2021-22

Dear Sir,

I am glad to inform you that the Ad Hoc Committee (Journalism and Mass Communication) in its meeting on 23.10.2020 approved of the syllabus of the proposed BA in the subject of Mass Communication. It will be put forth for approval by the Faculty of Arts and the Academic Council.

I am enclosing the Proposal for the Programme with the proposed fees and the budget of the programme for approval by the Finance Committee and the Syndicate.

Thanking you

Encl: Proposal for Fees and Budget

Kalpna Rao

HEAD

Department of
Journalism and Mass Communication
Veer Narmad South Gujarat University,
Surat-395007.

Department of Journalism and Mass Communication, VNSGU
Proposal for Introduction of BA Programme in the subject of Mass Communication Self
Finance (3 years, 6 semesters) from the academic year 2021-22

Introduction

The Department of Journalism and Mass Communication, Veer Narmad South Gujarat University, Surat presently offers a one year P G Diploma Programme in Journalism (since 1986-87) and an M A Mass Communication (since 2007-09).

Proposal:

There is a demand from the student community for an undergraduate programme BA in the subject of Mass Communication. This will give career opportunities to students immediately after their graduation. Hence we propose a BA in the subject of Mass Communication programme from the academic year 2021-22. The syllabi of various universities and the UGC Document on Mass Communication and Journalism 2019 were studied and a syllabus prepared as per our regional requirements.

Pattern of the Programme:

This programme will be a Self Finance Programme.

Duration:

This programme will be 3 years (6 semesters).

Eligibility:

Students who have qualified in their 12th standard examination from Gujarat Higher Secondary Education Board or any other recognised board with minimum of 45 % marks are eligible for admission into this programme.

Intake

The number of seats are 30. The provision for reservation of seats is as per the existing reservation policy of the government.

Admission Process and Merit list

Merit list will be prepared as per the marks obtained in the 12th examinations of the students. If there are more applicants the University may conduct an entrance examination and the merit list will be prepared on the basis of the marks obtained in the same. The entrance examination will consist of a written test. The written test will be of 2 hours and a total of 100 marks. It will consist of multiple choice questions of a total of 50 marks (pertaining to general knowledge and current affairs) and essay type questions of a total of 50 marks. The candidate will have to secure at least 40% marks to be eligible for admission in the programme.

No-Objection Certificate

Any candidate who is employed has to produce a no-objection certificate from the employer at the time of admission failing which his/her admission will be cancelled.

Examination Rules and Fees:

Pattern, rules (and fees) of the external and internal exams will be as per the University rules for the same.

Fee structure:

The proposed fees are as follows:

Sr no	Type of Fee	Amount per semester
1.	Tuition Fee	Rs. 17,500
2.	Laboratory Fee	Rs. 2,500

Other fees like Registration fees, Campus Development Fees, Student Union Fees, Examination Fees etc as decided by the University have to be paid separately.

BA Mass Communication Self Finance Budget for year 2021-22

*Extra payment given to peon as per university paripatra Gem/Est/Mehtanu/11646/2020

Income	Amount Rs	Expenditure	Amount Rs
Particulars		Particulars	
30 students (24 + 6) @ Rs 20,000 x 2 semesters	12,00,000	Salary of Teaching Assistant (Rs. 25,000 x 11 months)	2,75,000
		Visiting Faculty (Rs 300 per hour x 09 hours per week x 30 weeks for 2 semesters)	81,000
		Coordinator Honorarium (Rs. 2,000 x 12 months)	24,000
		*Peon (Rs.4,000 x 12 months)	48,000
		Computers for Computer Laboratory (10 x Rs. 35,000)	3,50 ,000
		Books and Journals	5,000
		Stationary	5,000
		Misc Expenses	6,000
		20% to University Fund	2,40,000
		Department Development Fund	1,66,000
	12,00,000		12,00,000

*Extra payment given to peon as per university paripatra Gem/Est/Mehtanu/11646/2020

B A Mass Communication

Sem	Foundation Course Practical	Core Compulsory Theory	Core Compulsory Theory	Core Allied Theory	Soft Skills Practical	Core Elective Specialization Theory	Core Elective Specialization Theory/Practical
1	Writing Skills 1: Reporting (Practical)	Introduction to Journalism	Fundamentals of Reporting	Current Affairs	Communication Skills (Practical)	Sports Journalism Or Lifestyle Journalism	Ethics in Media Or Media Management
2	Writing Skills 2: Feature Writing, Editorial Writing and Editing (Practical)	Introduction to Mass Communication	Fundamentals of Feature Writing, Editorial Writing and Editing.	Perspectives in Political Science and Public Administration	Computer Skills (Practical)	Traditional Media Or Media and Culture	Development Journalism Or Science Journalism
3	Writing Skills: Radio and Television: (Practical)	Introduction to Radio	History of Mass Media	Constitution of India	Production Skills for Radio (Practical)	Community Radio Or Development Communication	General Knowledge and Current Affairs Or Literature and Journalism

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4	Television: Production Skills (Practical)	Introduction to Television	History of Print Journalism	Perspectives in Sociology and Gender Issues	Translation 1 (Practical)	Communication Research Or Women and Media	Social Media Studies Or Introduction to Web Series
5	New Media: Writing and Production Skills (Practical)	Introduction to New Media	Fundamentals of Film Studies	Perspectives in Economics and Development	Translation 2 (Practical)	New Wave Cinema Or History of Gujarati Journalism	Ring and Anchoring Skills (Practical) Or Digital Marketing (Practical)
6	Skills in Public Relations (Practical)	Introduction to Public Relations and Advertising	Fundamentals of Media Law	Perspectives in Environment Studies	Skills in Advertising (Practical)	Regional Cinema Or International Communication	Photography Skills (Practical) Or Creative Writing (Practical)

Semester- 1

Pape r No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
1	Foundation Course	Practical	Writing Skills 1: Reporting (Practical)	3	20	50	70
2	Core Compulsory	Theory	Introduction to Journalism	3	20	50	70
3	Core Compulsory	Theory	Fundamentals of Reporting	3	20	50	70
4	Core Allied	Perspectives in society Theory	Current Affairs	3	20	50	70
5	Soft skills	Skills Development Practical	Communication Skills (Practical)	3	20	50	70
6	Core Elective	Specialization Theory	6 A Sports Journalism Or 6 B Lifestyle Journalism	3	20	50	70
7	Core Elective	Specialization Theory	7 A Ethics in Media Or 7 B Media Management	3	20	50	70
			Total	21	140	350	490

Semester-2

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
8	Foundation Course	Writing Skills: Practical	Writing Skills 2: Feature Writing, Editorial Writing and Editing. (Practical)	3	20	50	70
9	Core Compulsory	Theory	Introduction to Mass Communication	3	20	50	70
10	Core Compulsory	Theory	Fundamentals of Feature Writing, Editorial Writing and Editing.	3	20	50	70
11	Core Allied	Perspectives in society Theory	Perspectives in Political Science and Public Administration	3	20	50	70
12	Soft skills	Skills Development Practical	Computer Skills (Practical)	3	20	50	70
13	Core Elective	Specialization Theory	Traditional Media Or Media and Culture	3	20	50	70
14	Core Elective	Specialization Theory	Development Journalism Or Science Journalism	3	20	50	70
	TOTAL			21	140	350	490

Semester-3

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
15	Foundation Course	Writing Skills: Practical	Writing Skills: Radio and Television (Practical)	3	20	50	70
16	Core Compulsory	Theory	Introduction to Radio	3	20	50	70
17	Core Compulsory	Theory	History of Mass Media	3	20	50	70
18	Core Allied	Perspective in Society Theory	Constitution of India	3	20	50	70
19	Soft skills	Skills Development Practical	Production Skills for Radio (Practical)	3	20	50	70
20	Core Elective	Specialization Theory	Community Radio Or Development Communication	3	20	50	70
21	Core Elective	Specialization Theory	General Knowledge and Current Affairs Or Literature and Journalism	3	20	50	70
	TOTAL			21	140	350	490

Semester-4

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
22	Foundation Course	Production Skills: Practical	Television Production Skills (Practical)	3	20	50	70
23	Core Compulsory	Theory	Introduction to Television	3	20	50	70
24	Core Compulsory	Theory	History of Print Journalism	3	20	50	70
25	Core Allied	Perspective in society Theory	Perspectives in Sociology and Gender Issues	3	20	50	70
26	Soft skills	Skills Development Practical	Translation 1(Practical)	3	20	50	70
27	Core Elective	Specialization Theory	Communication Research Or Women and Media	3	20	50	70
28	Core Elective	Specialization Theory	Social Media Studies Or Introduction to Web Series	3	20	50	70
	TOTAL			21	140	350	490

Semester- 5

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
29	Foundation Course	Writing Skills: Practical	New Media: Writing and Production Skills (Practical)	3	20	50	70
30	Core Compulsory	Theory	Introduction to New Media	3	20	50	70
31	Core Compulsory	Theory	Fundamentals of Film Studies	3	20	50	70
32	Core Allied	Perspective in Society Theory	Perspectives in Economics and Development	3	20	50	70
33	Soft skills	Skills Development Practical	Translation 2 (Practical)	3	20	50	70
34	Core Elective	Specialization Theory	New Wave Cinema Or History of Gujarati Journalism	3	20	50	70
35	Core Elective	Specialization Practical	RJing and Anchoring Skills (Practical) Or Digital Marketing (Practical)	3	20	50	70
	TOTAL			21	140	350	490

Semester-6

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
36	Foundation Course	Writing Skills: Practical	Skills in Public Relations (Practical)	3	20	50	70
37	Core Compulsory	Theory	Introduction to Public Relations and Advertising	3	20	50	70
38	Core Compulsory	Theory	Fundamentals of Media Law	3	20	50	70
39	Core Allied	Perspective in society Theory	Perspectives in Environment Studies	3	20	50	70
40	Soft skills	Skills Development Practical	Skills in Advertising (Practical)	3	20	50	70
41	Core Elective	Specialization Theory	Regional Cinema Or International Communication	3	20	50	70
42	Core Elective	Specialization Practical	Photography Skills (Practical) Or Creative Writing (Practical)	3	20	50	70
	TOTAL			21	140	350	490

Semester- 1

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
1	Foundation Course	Practical	Writing Skills 1: Reporting (Practical)	3	20	50	70
2	Core Compulsory	Theory	Introduction to Journalism	3	20	50	70
3	Core Compulsory	Theory	Fundamentals of Reporting	3	20	50	70
4	Core Allied	Perspectives in society Theory	Current Affairs	3	20	50	70
5	Soft skills	Skills Development Practical	Communication Skills (Practical)	3	20	50	70
6	Core Elective	Specialization Theory	6 A Sports Journalism Or 6 B Lifestyle Journalism	3	20	50	70
7	Core Elective	Specialization Theory	7 A Ethics in Media Or 7 B Media Management	3	20	50	70
			Total	21	140	350	490

Paper 1 Writing Skills 1: Reporting (Practical)

Unit 1

1. Developing writing note taking skills
2. Terminology of Reporting
3. Field Reporting Skills, Conducting interviews
4. Writing of News Reports
5. General Reporting

Unit 2

1. Crime Reporting
2. Civic Reporting
3. Political Reporting
4. Art and Culture Reporting
5. Sports Reporting

Unit 3

1. Research and Reference
2. Developing Sources
3. Exercises in Reporting

Paper 2 Introduction to Journalism

Unit 1

1. Journalism: Concept, Nature, Scope.
2. Journalism: Function, Elements, impact.
3. Journalism: Role In Society, Democracy, Fourth Estate
4. Journalism Models: Gerbner's general model, McNelly,
5. Hypothesis: Information Gap, gate keeping, Agenda Setting

Unit 2

1. Journalist: Skills, Qualities
2. Types Of Journalism: Rural, Science, Sports Economic, Health Etc
3. Investigative Journalism, Citizen Journalism
4. Yellow Journalism, Advocacy Journalism.

Unit 3

1. Alternative Journalism, Interpretative Journalism
2. Journalism in Different Media: techniques, comparison, challenges
3. Trends and Contemporary Issues in Journalism
4. Journalism case studies: World
5. Journalism case studies: India

Paper 3 Fundamentals of Reporting

Unit 1

1. News: Concept, Elements, Definition
2. Types of News: Hard, Soft, Known, Unknown, Predictable, Unpredictable.
3. News Values

4. Report writing vs other forms of writing
5. Challenges, Trends in Reporting

Unit 2

1. News Report Structure: Inverted Pyramid, Sand Clock, Diamond, etc
2. Organisation of News story: Selection of Information, quote, background, context
3. Lead: Types, Styles
4. Headline: Types, Function, Importance
5. Types of News stories; Curtain Raiser, Interviews, News features, News analysis, Backgrounder

Unit 3

1. Writing News for Radio, Television, news portal, Social Media
2. Reporters' sources: Cultivation, Protection
3. Reporting Section: Hierarchy, Beats, duties
4. Types of Reporting: Crime, Civic, Legislative, Education, Rural, Cultural
5. Sources of News: Press conference, Press briefing, Meet the press, Programmes, informal visits

Suggested Readings

1. News writing – B.S. Goyal
2. Reporting and Editing in Journalism- K. C. Sharma, Anupama Sharma Pathak
3. Journalism M V Kamat

Paper 4 Current Affairs

Unit 1

Study of Current events, news, trends at International, national, regional and local levels in politics and society.

Unit 2

Study of Current events, news, trends at International, national, regional and local levels in economics and sports.

Unit 3

Study of Current events, news, trends at International, national, regional and local levels in arts and culture.

Suggested Reading

1. Current affairs yearly 2020, Arihant Publication
2. Competition Success Review
3. Pratiyogita Darpan
4. All Newspapers and News Magazines

Paper 5 Communication Skills (Practical)

Unit 1

1. Communication: Types, Effective communication,
2. Listening: purpose, skills, techniques for effective listening
3. Reading Skills : Purpose, Types, Techniques for Effective reading

Unit 2

1. Writing skills: styles, expressions, language, grammar
2. Writing: resumes, emails, letters
3. Oral presentation skills, Public Speaking, Power Point Presentation
4. Research and planning- structure, style

Unit 3

1. Job Interview: Process, Common questions
2. Techniques – Manners and Etiquettes

Paper 6 Sports Journalism

Or

Lifestyle Journalism

Sports Journalism

Unit 1

1. Sports: concept, significance, types, history: world and India
2. Sports journalism: concept, impact, evolution in all media, sports desk and reporting section
3. Writing for Print: styles, structure, headlines, cross head
4. Types of writing: bulletins, running reports, breaking news, delayed report, full-time reports, NIBs
5. Coverage of live events: skills, preview, review, post-match press conference

Unit 2

1. Compiling minute-by-minute reports, Sources of news: press releases, press conferences, sponsors, news agencies, websites.
2. Writing Features: profiles, opinion, columns, interview skills
3. Broadcast Sport: Special aspects, research and preparation, sports commentary.
4. Editing of Sports page: vs other pages, design and layout, headlines, photographs, graphics etc
5. Sports journalism: digital, social media, radio, television,

Unit 3

1. Sports institutions, bodies and Leagues – IOC, NOC, FIFA, UEFA, IOA, BCCI, CAS, WADA,
2. IPL, CPL, PKL, EPL. Anti-Doping Agency, ICAS, NADA
3. Current trends: tabloidization, sports blogs, new media
4. Reporting, writing and editing exercises for print media
5. Reporting, writing and editing exercises for radio, TV and new media

Suggested Readings

1. Sports Journalism and Mass Media: Dr Hoshiyar Singh
2. Sports Journalism: Bradshaw
3. Sports Journalism, A Practical Introduction: Phil Andrews
4. Sports Journalism and Mass Media: B S Chauhan and H C Rawal
5. Sports Journalism: Srinivas Rao

Lifestyle Journalism

Unit 1

1. Lifestyle Journalism: Concept, Role, Entertainment,
2. Leisure, Consumer Culture, Page 3 journalism, Advertorial, Infotainment,
3. Lifestyle Magazines and Supplements: Readership
4. Celebrity, Film, Fashion Journalism
5. Editing for Lifestyle Journalism: headlines, use of photographs and graphics

Unit 2

1. Industry: Food, Fashion, Beauty, Fitness
2. Relationships, Wellness, Interior Design, Homes
3. Travel, Cookery, Shopping, Heritage, Technology,
4. Books, Arts, Culture, Showbiz
5. Study of Lifestyle Magazines and Channels

Unit 3

1. Types of Lifestyle Stories: Features, Interviews, Reviews, junkets
2. Writing for Blogs, vlogs, Social Media, Websites
3. Job Opportunities, Ethics of Lifestyle journalism
4. Exercises in writing lifestyle features

Suggested Readings

1. The Basics of Lifestyle Journalism made easy: Alicia Waters
2. Lifestyle Journalism: Barry Lowe
3. Lifestyle Journalism: Social Media, Consumption and Experience: Lucia Vodanovic
4. Lifestyle Journalism: Folker Hanusch

Paper 7 7 A Ethics in Media
Or
7 B Media Management

Ethics in Media

Unit 1

1. Media: role, responsibility, accountability, control, self regulation
2. Concept of Ethics, Press Council: Structure and Function
3. Code of Conduct for Journalists: PCI, Editors Guild, IUJ
4. Media Trial, Privacy, sting operations, Reporting of sexual assault, communal incidents, etc
5. Current issues in ethics in print media

Unit 2

1. Ethical issues in Television and Radio, Code of Broadcasting
2. Bodies: BCCC, NBA, IFA, IBF
3. Ethical issues in Public Relations, PRSI, Code of Athens
4. Ethical issues in Advertising, role of ASCI
5. Current issues in ethics in radio, television PR and advertising

Unit 3

1. Ethical Issues: Social Media and New Media
2. Ethical Issues in Cinema: Censor Board, Cinematography act
3. Case Studies in Ethics in Print Media
4. Case Studies in Ethics in TV and Radio
5. Case studies in ethics in film, social media, new media

Suggested Readings

1. Media Ethics and Laws - Naval Prabhakar, Narendra Basu
2. Media Ethics: M Neelamalar
3. Media Ethics: Truth, Fairness, Objectivity: Paranjoy Guha Thakurta
4. Introduction to Media Law and Ethics: Juhi P Pathak

Media Management

Unit 1

1. Management: Concept, Functions, Media management: ownership, control, management
2. Print Media: Newspapers: departments: hierarchy, management, Coordination between departments,
3. Editorial department; Role, News Room, Reporting Section, Editorial Board
4. Roles of News Editor, Chief Sub Editor, Copy Editor etc
5. News agency: Hierarchy, Functions, Management

Unit 2

1. Advertising and Circulation Department: Hierarchy, Functions
2. Production and Printing Department: Hierarchy, Functions
3. Institutions: RNI, ABC, INS, NUJ, AINEC, EGI
4. Press Commissions: First, Second
5. Ministry of I&B, media units at centre and states, (DAVP, PIB, RNI, ABC etc)

Unit 3

1. Media policy, wage boards 1956 and 1963, committees: Bachawat, Manisana, Majithia,
2. Media monopoly, ownership, control, FDI in media,
3. Radio: Hierarchy, Functions, Management
4. Doordarshan: Hierarchy, Functions, Management, Prasar Bharati
5. Film: Studio system, Film companies, Film production Unit

Suggested Readings:

1. Media Management in India: Panigraphy and Biswaroy
2. Media Management: Kundra S
3. Media Management: B K Charturvedi
4. The Indian Media Business: Vanita Kohli Khandekar

Semester -2

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
8	Foundation Course	Writing Skills: Practical	Writing Skills 2: Nature Writing, Editorial Writing and Editing. (Practical)	3	20	50	70
9	Core Compulsory	Theory	Introduction to Mass Communication	3	20	50	70
10	Core Compulsory	Theory	Fundamentals of Feature Writing, Editorial Writing and Editing.	3	20	50	70
11	Core Allied	Perspectives in society Theory	Perspectives in Political Science and Public Administration	3	20	50	70
12	Soft skills	Skills Development Practical	Computer Skills (Practical)	3	20	50	70
13	Core Elective	Specialization Theory	Traditional Media Or Media and Culture	3	20	50	70
14	Core Elective	Specialization Theory	Development Journalism Or Science Journalism	3	20	50	70
	TOTAL			21	140	350	490

Paper 8 Writing Skills 2: Feature Writing, Editorial Writing and Editing. (Practical)

Unit 1

Practical exercises in

1. Reading, Analysis of Features, Topic Selection
2. Data Collection: Interviews, Library work, Research and Reference
3. Writing process: Structure, Lead, Conclusion, language, grammar
4. Use of photographs, Graphics, Layout of feature
5. Writing features

Unit 2

Practical exercises in

1. Reading and Analysis of Editorials, Topic Selection.
2. Data collection, Research, Reference
3. Structure of Editorial: Lead, Middle and Conclusion
4. Writing editorial and articles for Op ed page

Unit 3

Practical exercises in

1. News Selection, Editing,
2. Rewriting, Compilation, Proof Reading.
3. Writing: Headlines, Subheadings, Captions.
4. Preparing Layout, Dummy, Use of Graphics, Diagrams, Cartoons, Photos
5. Exercises in Editing

Paper 9 Introduction to Mass Communication

Unit 1

1. Communication: Concept, Functions, Process
2. Types, Elements, Impact.
3. 3 Barriers to communication, effective communication, 7 C's
4. Mass Media: Types, Characteristics, Functions
5. Media impact: Case studies

Unit 2

1. Theories: Sadharanikaran, Hypodermic Needle Theory,
2. Limited Effects Theory, Models: SMCR, Lasswell, Berlo,
3. Schramm, Aristotle, Cultivation Theory
4. Dependency Model, Agenda Setting, Gate keeping, Use and Gratification.
5. Osgood & Schramm, Shannon & Weaver.

Unit 3

1. Four theories of Press
2. Two step flow, Opinion Leaders, Multistep flow
3. Selective Exposure, Perception and Retention,
4. Attitude formation, Change: Cognitive, Affective, Conative levels,
5. Diffusion of Innovations

Suggested Reading

1. Mass communication theory - Denis McQuail
2. Mass communication in India – Keval J Kumar
3. Mass communication - Jitendra Singh
4. Mass communication - theory and practices in the 21st century - Diwakar Sharma
5. Communication theories and models - Dr. N. Andale

Paper 10 Fundamentals of Feature Writing, Editorial Writing and Editing

Unit 1

1. Features: Concept, Definition, Types
2. Process of Feature Writing: Topic selection, data collection
3. Information processing, Writing feature: language, structure, lead: types
4. Use of quotes, anecdotes, interviews, statistics etc
5. Layout: use of colour, pictures, graphics etc.

Unit 2

1. Editorial: Concept, Importance, Types
2. Editorial board, Editorial Policy
3. Editorial Page; Content, Articles
4. Op Ed Page: Contents, Articles, Significance

Unit 3

1. Editing: concept, significance, Elements, Process
2. Concept of Desk: News flow and coordination, Style book,
3. Editing Terminology, Pagination, layout newspaper/ magazines
4. Analysis of Layout of different pages of newspaper/ magazines

Suggested Reading

1. Lekh Lakhvani Kala: Kumarpal Desai
2. Feature Writing: N M R Rao
3. Editing: T J S George
4. Editing: Baskettee and Scissors
5. Editorials and Editorial Writing: Neal

Paper 11 Perspectives in Political Science and Public Administration

Unit 1

1. Nation and state: concept, theories, types
2. Concepts: justice, equality, freedom, affirmative action, power, capitalism globalization
3. Ideology: liberalism, socialism, marxism, fascism,
4. Democracy: types, significance
5. India's freedom struggle: satyagraha, non-cooperation, civil disobedience,

Unit 2

1. Political system in India, three estates, parliamentary system
2. Judiciary: Supreme Court and judicial system, powers of courts
3. Political Parties. Party System, electoral system
4. Union government administration: structure, functions, work processes,
5. PMO, cabinet secretariat, central secretariat, ministries, departments

Unit 3

1. Civil services, statutory institutions/ commissions: niti ayog, EC, CAG, FC,
2. UPSC, NCSC, NCST, NCW, NHRC, NCM, NBCC, CVC,
3. CBI, NPC, Lokpal; PSU;
4. State government administration, district administration; collector,
5. Local self-government: panchayati raj, municipality.

Suggested Reading:

1. Indian Polity, Governance and National Movement --- N D Arora
2. Indian Public Administration – Arora and Goyal.
3. Public Administration In India – Maheshwari.
4. Politics in India: Rajni Kothari
5. Indian Government and Politics: B L Fadia.

Paper 12 Computer Skills 1 (Practical)

Unit 1

Practical exercises in

1. Typing Skills in Gujarati and English
2. MS Office, MS Word
3. MS Excel, MS PowerPoint

Unit 2

Practical Exercises in

1. Coral Draw
2. Photoshop

Unit 3

Practical Exercises in

1. Indesign

Paper 13 Traditional Media

Or

Media and Culture

Traditional Media

Unit 1

1. Culture: Concept, meaning, significance, vis a vis tradition, customs beliefs etc
2. Types of culture: Folk, Popular, Dominant, Subaltern
3. Types of societies: Traditional, Modern industrial
4. Community: Definition and characteristics: Folk Media in India
5. Folk Media: Concept, Forms, meaning, characteristics

Unit 2

1. Folk media: song, music, drama, dance
2. Usage of folk media in film and television.
3. Government Institutions: song and drama division, films and television division, CFSI
4. Folk Media in India: Tamasha, Keertana, Yakshagana, Nautanki, Jatra,
5. Bhavai, Kathputli, Pattachitra, Wall painting, Ramlila, Raslila.

Unit 3

1. Tribal folk forms of Gujarat
2. Folk dances of Gujarat: bhavai, raas, garba, padhar, tippani, hudo
3. Folk songs: dayaro, garba, bard tradition, sugam sangeet, bhajans
4. Folk theatre: Bhavai
5. Folk media: Practical exercises in writing, production, performance

Media and Culture

Unit 1

1. Culture: Concept, Significance, Definitions
2. Culture: Mass, Popular, Folk, Dominant
3. Media Industry: Cultural forms
4. Culture and Media: Television, Film, New Media,
5. Radio, Popular Music, Video games

Unit 2

1. Media: Texts Signs and Codes
2. Media Discourse Analysis
3. Critical Theories
4. Dominant Culture, Cultural Imperialism.

Unit 3

1. Culture: Consumerism, Materialism
2. Active Audiences: Uses and Gratification theory
3. Impact of media culture on society, women, children.

Suggested Reading:

1. Media Culture and Society: Paul Hodkinson
2. Media and Culture: Campbell, Martin, Fabos
3. Understanding Media: Marshall MacLuhan
4. Children, Media and Culture: Marie Messenger Davies
5. Understanding Media and Culture: University of Minnesota

Paper 14 Science Journalism

Or

Development Journalism

Science Journalism

Unit 1

1. Science: history, evolution, concept, significance, role.
2. Scientific temper, science and faith, superstition, science and technology
3. Areas of science (astronomy, defence, medicine, nutrition etc)
4. Research in Science: significance, different types of research.
5. Department of Science and Technology, Bodies: ICMR, ISRO, CSIR, BARC,

Unit 2

1. Bodies: ICAR, TIFR, CCMB, NIF, NRDC, NIBMG
2. Science journalism: scope, necessity, journalism in different media
3. Writing of news reports (research results, abstracts), features: Interviews
4. Science Journalist: Science page editor; science reporters, qualities, role
5. Editing of Science pages, popular science magazines, science programmes on radio

Unit 3

1. Science on TV: National Geographic and other channels, Sci-fi films, digital media
2. Current issues in science: climate change, global warming, pollution.
3. Pandemics, health, nutrition, space research,
4. Exercises in Scientific writing,

Suggested Reading

1. A Concise History of Science including Science in India: O.P. Jaggi
2. Popular Science in Mass Media: R. Sundara
3. Science Journalism An Introduction: Martin W Angler
4. Handbook of Science Journalism: Abhay Rajput
5. Science Journalism by a Journalist for Journalists: Andy Ridgeway

Development Journalism

Unit 1

1. Communication and Development: Introduction, history, concepts
2. Models, theories, paradigms, policies, critique experience of developing nations,;
3. Human Development and Millennium Development Goals, Role of government and NGOs
4. Role of media in development: experience of developing countries;
5. Journalistic Skills, techniques needed, Reading and Analysis of Development Reports/ Features/ Articles.

Unit 2

1. Role of media in development: Print, TV, Radio, social media, little, traditional media
2. Development Journalism: Meaning, Definition, Characteristics, Objectives, Non development journalism
3. Development Reporting: Print media: News, Features, articles.
4. Development reporting: gender, environment, Health, Literacy,
5. Nutrition, Agriculture, Rural, human rights

Unit 3

1. Radio for development, Radio Rural Forums, Community radio, Akashwani
2. TV for development: Public service broadcasting, SITE, Kheda and Pij, Jabhua,
3. Participatory video production, Doordarshan, case studies
4. Types of radio and TV programmes
5. Exercises in writing, production of reports articles and features
6. Exercises in production of radio and television programmes

Semester 3

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
15	Foundation Course	Writing Skills: Practical	Writing Skills: Radio and Television (Practical)	3	20	50	70
16	Core Compulsory	Theory	Introduction to Radio	3	20	50	70
17	Core Compulsory	Theory	History of Mass Media	3	20	50	70
18	Core Allied	Perspective in Society Theory	Constitution of India	3	20	50	70
19	Soft skills	Skills Development Practical	Production Skills for Radio (Practical)	3	20	50	70
20	Core Elective	Specialization Theory	Community Radio Or Development Communication	3	20	50	70
21	Core Elective	Specialization Theory	General Knowledge and Current Affairs Or Literature and Journalism	3	20	50	70
	TOTAL			21	140	350	490

Paper 15 Writing Skills: Radio and Television (Practical)

Unit 1

1. Radio Programme: formats, writing process,
2. Radio: Grammar, language, vocabulary
3. Writing of Radio Jock Talk
4. Writing Skills for News show: News, Interview, links
5. Writing Skills for Entertainment Show: Anchoring, Short Story,

Unit 2

1. Television Programme: formats and writing process,
2. Characteristics of a good script: grammar, language, vocabulary
3. Exercises in selecting visuals and shots
4. Preparing of Story Board
5. Script Writing: News, Interviews, Links, VO, Anchoring

Unit 3

1. Writing Exercises for news and news base programme
2. Writing Exercises for Studio base entertainment programme(link, sparkler , joke talk , jingle, rj mention,)
3. Writing Exercises for group discussion, poem and story telling

Paper 16 Introduction to Radio

Unit 1

1. Radio: concept, types, AIR
2. Radio programmes: genres
3. Akashwani: objectives, policies
4. Radio rural forum, educational, agriculture programme
5. ESD, NSD, news division, programme production team

Unit 2

1. Vividh Bharati: history, programmes
2. FM, community radio, educational radio,
3. International radio: BBC, VOA, Ceylon Radio, Web Radio, Radio Vision, World Space Radio
4. Radio committees: Chanda, Varghese
5. Prasar Bharati Act

Unit 3

1. Radio studio: set up, equipments, microphone
2. Programme: recording, broadcasting
3. Basics of audio recording (studio and outdoor)
4. Basics of audio editing

Suggested Reading

1. Radio in New Avatar AM To FM - Dr. Amrish Swana
2. Key Concept in Radio Studies.- Hugh Chignell
3. Radio Broadcasting Journalism in India - J. David
4. Radio, TV & Broadcast Journalism - R,K, Ravidran
5. Radio and Television Journalism – K. M. Srivastava

Paper 17 History of Mass Media

Unit 1

1. Radio: history, evolution
2. Radio in India: history, development
3. Development of public service broadcasting
4. Commercial service, Community service

Unit 2

1. Television: evolution, development
2. TV in India: history, development
3. Development and growth of Doordarshan and private channels,
4. Traditional media: significance, history, types, revival

Unit 3

1. World cinema: history, evolution
2. Indian cinema: history, evolution, phases
3. Silent era, talkies, popular cinema
4. Major feature films, film personalities
5. New wave, middle cinema, documentaries, noir, Mumbai noir

Suggested reading

1. Mass communication in India, Keval Kumar
2. Basic Journalism -- R. Parthasarathy
3. Mass Communication & Journalism in India -- D.S. Mehta
4. Journalism in India from the earliest times to the present day -- R. Parthasarathy

Paper 18 Constitution of India

Unit 1

1. Constitution: Introduction, concept, salient features, comparison with other constitutions, basic structure doctrine
2. Significant provisions Preamble, citizenship
3. Fundamental rights, and Fundamental Duties,
4. Directive principles of State policy
5. Doctrine of Separation of Power

Unit 2

1. Union and State Executive – President, Governor – Qualification, Disqualification, Appointment, Functions, Powers, Term
2. Union Cabinet, Council of Ministers – Formation, Powers, Functions, Term
3. Union and State Judiciary: Composition, qualifications, powers, functions, jurisdiction
4. Parliament and State Legislatures – composition, Qualifications, functioning, the conduct of business, powers & privileges and issues arising out of these, conduct of business, procedure for passing a bill

Unit-3

1. Constitutional Institutions – Election Commission, Finance Commission Comptroller and Auditor General, Attorney General of India, Public Service Commission, National Commission for SC and ST, Central and State Service Tribunals – powers, functions and responsibilities, term, qualification

2. Emergency Provisions – Proclamation, effect, grounds, failure of constitutional machinery
3. Amendment provisions – powers and procedure
4. Local Self Government, Panchayati Raj
5. Salient features of the Representation of People's Act

Suggested Readings

1. Constitution of India: Govt of India
2. Constitution of India: Durgadas Basu
3. Constitution Law of India: Dr J N Pandey
4. Our Constitution: Subash Kashyap
5. The Peoples Constitution: Rohit Dey

Paper 19 Production Skills for Radio (Practical)

Unit 1

1. Radio Programme: understanding different types of radio programme formats, listening ,
2. Introduction to Recording and editing equipment
3. Recording and editing of news, indoor interview
4. Recording and editing of news, outdoor interview
5. Recording and editing of discussion, talk show

Unit 2

1. Recording and editing of Jock Talk
2. Recording and editing of different type of anchoring and announcement
3. Recording and editing of Short Story,

Unit 3

1. Recording and editing of link, sparkler ,
2. Recording and editing of jingle, voice over
3. Recording and editing of poem and story telling

Paper 20 Community Radio

Or

Development Communication

Community Radio

Unit 1

1. Community radio: concept, characteristics
2. Community radio in world and India
3. Community radio: growth, development, advantages
4. Future challenges

Unit 2

1. Community radio: role in development
2. Differences between educational radio, commercial radio
3. Licensing system, code of conduct

Unit 3

1. Community radio case studies: Sangham, Rudi No Radio, KMVS,
2. International case studies

Suggested reading

1. Other Voices – Vinod Pavarala and Kanchan Malik
2. Community Radio in the Twenty-First Century
3. Community Radio for Women Empowerment- Arpita Sharma

Development Communication**Unit 1**

1. Development: concept, problems, issues
2. Development: models, indicators
3. Developing societies: characteristics, problems
4. Gap between developed and developing society

Unit 2

1. Development communication: meaning, concept, definition,
2. Process, strategies, action plans
3. Role of government and other agencies
4. Agricultural communication and rural development
5. DSC: health, education, environment, problems

Unit 3

1. Development communication: use of media, traditional and new media
2. Case studies: SITE, KHEDA communication project
3. Jhabua communication project

Suggested reading

1. Information technology and development communication -Brijnath Singh
2. Development communication and journalism - Dr Subhesh chand Sharma
3. Communication, Development & Civil Society-V.S.Gupta.
4. Other Voices – Vinod Pavarala and Kanchan Malik

Paper 21 General knowledge and Current Affairs

Or

Literature and Journalism**General Knowledge and Current Affairs****Unit 1**

Study of current events, news, trends at international, national, regional and local levels in politics, education and society.

Unit 2

Study of current events, news, trends at international, national, regional and local levels in economics, science and sports.

Unit 3

Study of current events, news, trends at international, national, regional and local levels in arts, media and culture.

Suggested Reading

1. Current affairs yearly 2020,
2. Competition Success Review
3. Pratiyogita Darpan
4. All Newspapers and News Magazines

Literature and Journalism

Unit 1

1. Literature: concept, history, significance, role in society
2. Literature: types, Fiction and Nonfiction
3. Journalism and Literature similarities, differences, new journalism
4. Literature in Print Media: magazines, Newspaper supplements
5. Adaptation of Literature into Theatre, Films, TV, Radio

Unit 2

1. Biography of Prominent Litterateurs-Journalists: Zaverchand Meghani, Narmad, Bhagwati Kumar Sharma
2. Dharmveer Bharati, Agyeya, Earnest Hemmingway
3. Charles Dickens, Mark Twain
4. Literary Reviews: Books,

Unit 3

1. Exercises in writing fiction: short story, script, dialogues
2. Exercises in writing nonfiction: new Journalism, travelogue, biography, column

Suggested Reading:

1. New Journalism: Tom Wolfe
2. Literary journalism in 20th Century: Norman Sims
3. Global Literary Journalism: Exploring the Journalistic Imagination: Kirsten Mogensen
4. The New New Journalism: Robert Boynton

Semester-4

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
22	Foundation Course	Production Skills: Practical	Television Production Skills (Practical)	3	20	50	70
23	Core Compulsory	Theory	Introduction to Television	3	20	50	70
24	Core Compulsory	Theory	History of Print Journalism	3	20	50	70
25	Core Allied	Perspective in society Theory	Perspectives in Sociology and Gender Issues	3	20	50	70
26	Soft skills	Skills Development Practical	Translation 1(Practical)	3	20	50	70
27	Core Elective	Specialization Theory	Communication Research Or Women and Media	3	20	50	70
28	Core Elective	Specialization Theory	Social Media Studies Or Introduction to Web Series	3	20	50	70
	TOTAL			21	140	350	490

Paper 22 Television Production Skills (Practical)

Unit 1

1. Watching different television programme
2. Introduction to camera, lenses and other shooting equipment
3. Shooting and editing of campus outdoor photography

Unit 2

1. Facing the Camera: Anchoring,
2. Shooting and editing of news, news based programme
3. Shooting and editing of chat show, talk show

Unit 3

1. Shooting and Editing of outdoor video (moving shots)

Paper 23 Introduction to Television

Unit 1

1. Television in world: history, characteristics
2. Broadcasting india: history, Doordarshan, use of satellites
3. Doordarshan, SITE experiment, Joshi committee
4. Private broadcasting, dth, hdtv, tv genres
5. Television: programmes, future, challenges

Unit 2

1. Visual communication: concept, characteristics
2. Visual image, idea to script, research,
3. Production personnel: duties, responsibilities
4. TV studio: layout, equipment
5. Cameras: types, shots, composition, angles, movements

Unit 3

1. Lighting: types, techniques, usage
2. Post-production: process
3. Terms: cue, basic shots, out takes, segue, fade in, fade out
4. Editing: principles, basic, software
5. Linear editing: cut, mix, dissolve, SFX

Suggested reading

1. Television field products and reposting - Frederick Shook
2. Radio and television journalism - Meena Devi
3. TV news: building a career in broadcast journalism - Ray White
4. Television drama: theories and identities - Sue Thronham and Tony Purvis
5. टेलीविज़न पत्राकारिता सिद्धांत एवं तकनीक लेखक :- डॉ. इंद्रजीत एवं मधुलिका शर्मा

Paper 24 History of Print Journalism

Unit 1

1. Origin and development of the press in India
2. Press and freedom movement
3. Press and Social reform
4. Bhartendu, Tilak and Gandhi era
5. Post-independence journalism

Unit 2

1. Major trends in growth of Indian press

2. History of earlier newspaper and magazines
3. Role of press in Indian democracy
4. Newspaper revolution during nineties
5. Different ownership pattern in press

Unit 3

1. News agency: role, importance, functioning, history
2. Indian news agency: history, functioning
3. NAM, Reuters, AP, AFP, TASS
4. UPI, Xinhua, Dap

Suggested Readings

1. मिश्र, डॉ. कृष्ण बिहारी, हिंदी पत्रकारिता , लोकभारती प्रकाशन , इलाहाबाद
2. Mass Communication India: Keval Kumar

Paper 25 Perspectives in Sociology and Gender Issues

Unit 1

1. Concept, Importance, Types of Sociology
2. Sociology, Media studies and other Social Sciences
3. Concepts: Society, Group, Community, Institution, Organization.
4. Concepts: Family, Kinship, Community, Class, Caste, Clan, Tribe, Marriage
5. Socialization, Social Change; Process, Agents, Social reform, Movements, Stratification

Unit 2

1. Indian culture, religion, society, Contemporary Change, Cultural imperialism, Consumerism
2. Psychology: concept, application, relevance to media, subfields, Positive Psychology
3. Perception, Thinking and Language, Learning, Motivation.
4. Memory, Emotions, Attitude: Attitude-behaviour link; Attitude formation, change
5. Social psychology: assumptions, approaches, application

Unit 3

1. Gender: Concept, Type, Roles,
2. Gender: Family, Socialization Private vs Public Dichotomy
3. Gender Role, Gender Dynamics, Patriarchal, Matrilineal Families
4. Gender Equality, Gender Equity, Gender Parity, Patriarchy
5. Gender Stereotyping, Gender Discrimination

Suggested Readings

1. Sociology of Indian Society -- Rao C. N. Shankar
2. Sociology: Basic Concepts---- H. K. Rawat
3. Gender Inequality in India: Mamta Mahotra
4. Sociology of Gender: Sharmila Rege
5. Women and Gender Studies in India: Anu Ahuja

Paper 26 Translation 1 (Practical)

Unit 1

Translation of news reports

Unit 2

Translation of news agency reports

Unit 3

Translation of specialised reports: crime, sports, science, political, legislature, health, women, legal

Paper 27 Communication Research Or Women and Media

Communication Research

Unit 1

1. Research: Definitions, Concept, Scope
2. Need, Role, Importance
3. Social Research, Media Research, Communication Research
4. Steps in research
5. Variables, Scales, Validity, Reliability

Unit 2

1. Quantitative, Qualitative Methods.
2. Survey, Sampling
3. Content Analysis, Case Study
4. Experiment, Use of Statistics
5. Descriptive, Inferential Statistics

Unit 3

1. Applied Research: Print Media, Radio
2. Applied Research: Television, Advertising, Public Relations
3. Applied Research: Internet, New Media
4. Ethics of research
5. Research Paper, Research Proposal, Abstract.

Suggested Readings

1. Communication research - John and Sandy Hutcheson
2. Research methodology – Dr. A.K. Phophalia
3. Mass media research – Roger D. Wimmer, Joseph R. Dominick
4. Communication research – a half century appraisal - Danial Lerner

Women and Media

Unit 1

1. Women in India: Status, Issues
2. Women in India: Historical Perspective

3. Role of Indian Personalities to Women's cause
4. Concepts: Feminism, Patriarchy, Equality
5. Equity, Parity, Discrimination, Empowerment

Unit 2

1. Socio-economic Issues: Education, Health, Labour
2. Violence against Women: Causes, Solutions
3. International Women's Movement and Waves
4. Laws regarding women, Ministry of Women and Child Welfare, NCW
5. UN efforts in women's issues

Unit 3

1. Women in Media: Print, Television, Cinema, Advertising
2. Concepts: Exclusion, Trivialisation, Objectification,
3. Marginalisation, Male Gaze, Body Image
4. Women in Media: Impact on Society

Suggested Readings

1. Beauty Myth: Naomi Campbell
2. Women's Studies in India: A Reader: Mary E John
3. Women and Media, critical Introduction:
4. Women Studies in India: Bhatia, Pandey and Vij
5. Media Gender and Identity: David Gauntlett

Paper 28 Social Media Studies

Or

Introduction to Web Series

Social Media Studies

Unit 1

1. Social media: concept, evolution
2. Characteristics, usage
3. Impact, risks, challenges

Unit 2

1. Social media platforms: concept, characteristics, development
2. Web portals: concept, characteristics, development
3. Social networking sites: introduction, types, functions
4. Facebook, instagram, linkedin,
5. Pinterest , twitter, what's app

Unit 3

1. Blogs: concept, characteristics, development, Types
2. Exercising in writing and posting blogs

Suggested reading

1. Social media: - a critical introduction - Christian Fuchs
2. Cyber media journalism – Jagadish Chakravarthy
3. Social media marketing – Paul Martin , Thomas Ericson

Introduction to Web Series

Unit 1

1. Web series: concept, characteristics, history

2. Scope, Platforms, Impact
3. Different Genres: suspense, horror, etc
4. Web series and other entertainment forms
5. How to read a web series

Unit 2

1. Basics of web series format, production
2. Pre production: Ideation, Writing, Concept, character, structure,
3. Budget, audience
4. Production: Cinematography, Camera, Lighting, Sound
5. Post production: EDL and B roll, Editing, Sound and music,

Unit 3

1. Graphics and Animation, Finishing off, Financing, distribution, promotion, constraints,
2. Future and challenges
3. Write episodes of web series

Suggested Readings:

1. Introduction to the Web series: Anthony Letizia
2. Script writing for web series: Writing for digital age: Drennon and Baranovsky

Semester - 5

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
29	Foundation Course	Writing Skills: Practical	New Media: Writing and Production Skills (Practical)	3	20	50	70
30	Core Compulsory	Theory	Introduction to New Media	3	20	50	70
31	Core Compulsory	Theory	Fundamentals of Film Studies	3	20	50	70
32	Core Allied	Perspective in Society Theory	Perspectives in Economics and Development	3	20	50	70
33	Soft skills	Skills Development Practical	Translation 2 (Practical)	3	20	50	70
34	Core Elective	Specialization Theory	New Wave Cinema Or History of Gujarati Journalism	3	20	50	70
35	Core Elective	Specialization Practical	RJing and Anchoring Skills (Practical) Or Digital Marketing (Practical)	3	20	50	70
	TOTAL			21	140	350	490

Paper 29 New Media: Writing and Production Skills (Practical)

Unit 1

1. Content Writing for different types of Blog
2. Exercises in preparing: News Blog, Audio Blog,
3. Preparing a Video blog,

Unit 2

1. Writing exercises in Online newspaper reports, online magazine
2. Content writing for online news report and articles
3. Writing for web news portal and web magazine

Unit 3

1. Study of different types of social networking writing
2. Content Writing: Social networking sites, Face book,
3. Content Writing: YouTube channels, Twitter

Paper 30 Introduction to New Media

Unit 1

1. New media: definition, concept, types
2. Characteristics, advantages, technology
3. New media as a medium of communication
4. SEO

Unit 2

1. Social media: concept, definition, characteristics,
2. Types of social networking sites: impact, advantages
3. Online journalism: definition, characteristics
4. E-journalism; challenges, e-books, e-publishing
5. Online newspaper and magazines

Unit 3

1. Blogs: types, video blogging
2. Online journalism: ethical issue
3. Obscenity, privacy, copyright, libel
4. Plagiarism, porn, cyber bullying, net war,
5. Cyber terrorism, conflicts, frauds, hacking.
6. Cyber crime and cyber laws, it act 2000

Suggested reading

1. Cyber media journalism – Jagadish Chakravarthy
2. Online journalism: A basic text - Tapas Roy
3. New media – Anna Everett
4. Social media: - a critical introduction - Christian Fuchs.
5. Digital media and weblog journalism - Arvind Kumar

Paper 31 Fundamentals of Film Studies

Unit 1

1. World Cinema: Origin, growth, development
2. Indian Cinema: history and development, silent era, talkies, golden age
3. Indian Parallel Cinema, Modern Indian Cinema, Regional Cinema.
4. Film: Types, Genres,
5. Film medium: characteristics Film vs television/video/theatre;

Unit 2

1. Reading and understanding films; Use of time and space, Aesthetical and technical aspects of films
2. Process of film making
3. Preproduction: Idea, synopsis, script, screenplay, dialogues
4. Production: camera, lights, sound, acting, costumes
5. Post production: editing, music, VFX, animation

Unit 3

1. Post production, Film Appreciation,
2. Exercises writing Film Review
3. Debate, Quiz regarding cinema
4. Viewing of classic films

Suggested Reading

1. Beginning Film Studies - Andrew Dix
2. Film studies : The Basics - Amy Villarejo
3. Film Studies : The Essential Introduction - Sarah Casey Benyahia, Freddie Gaffney
4. Film Art and Introduction - David Bordwell, Kristin Thompson
5. What is Cinema? - Andre Barin, Hugh Gray, Jean Renoir
6. Film Magazines and Newspaper and Magazines

Paper 32 Perspective in Economics and Development

Unit 1

1. Economics: Scope, importance, Indian and colonial economy; history, salient features,
2. Impact of British rule, drain of wealth, post 1947: green revolution, land reforms, agrarian relations,
3. state and the economy: imperialism feudalism, capitalism, socialist, welfare state, marxist
4. planning; models nehruvian, gandhian, decentralized planning; finance ministry, RBI, reserve bank,
5. union budget, fiscal deficit, subsidies, revenue, taxes, debt GST,

Unit 2

1. Concepts: poverty, national income, GDP, per capita income, inflation, stagnation, price rise, unemployment,
2. FDI, demonetisation, NREGS. poverty alleviation schemes,. Inflation, hyperinflation, Unemployment
3. structural reforms in 1990s: globalisation, impact on indian economy,
4. poverty; inequality and unemployment

Unit 3

1. growth, development, uneven development – growth, inequality and exclusion
Inequality: poverty
2. Role of Health and Education,
3. Human Development Index (HDI), Gender Development Index(GDI) IGG (Inclusive Green Growth)
4. Role of United Nations, World Bank, IMF, SAARC, G-20, Common wealth
5. SDGs (Sustainable Development Goals of United Nations).

Paper 33 Translation 2 (Practical)

Unit 1

Translation of features and advertisements

Unit 2

Translation of interpretative articles and news analysis

Unit 3

Translation of Editorials

Paper 34 New Wave Cinema

Or

History of Gujarati Journalism

New Wave Cinema

Unit 1

1. Cinema Genres: New Wave, Parallel, Off beat, Art, Middle cinema, Noir,
2. Global New Wave Cinema: Italian Neo realism, Italian, Japanese, Cinema Novo
3. New Wave Cinema: History, Characteristics, significance, impact
4. New Wave Cinema: Issues raised, future
5. Neo new wave cinema in India

Unit 2

Study of cinema by the following:

1. Vittorio De Sica, Francois Truffaut, Jean-Luc Godard
2. Chetan Anand, V Shantaram, Bimal Roy, Guru Dutt, Satyajit Ray, Mrinal Sen,
3. Kumar Shahani, Ritwik Ghatak, M S Satyu, Shyam Benegal, Aparna Sen, Gautam Ghosh,
4. Govind Nihalani, Jabbar Patel, Janu Barua, Adoor Gopalakrishnan, Ketan Mehta, Saeed Mirza,
5. Girish Karnad, B V Karanth. Girish Kasaravalli, G Aravindan, Shaji N. Karun

Unit 3

1. Viewing 15 New wave films: Indian, French, Japanese
2. Case study of five new wave film
3. India's New Wave Cinema: All about Parallel Cinema, Dana Rasmussen, BiblioBazaar
4. Movements in Cinema: Italian Neorealism, Parallel Cinema, Remodernist Film, German Expressionism, Dogme 95, Grupo Cine Liberación
5. Routledge Handbook of Indian Cinema: Gokulsing and Dissanayake

History of Gujarati Journalism

Unit 1

1. Origin and development of Printing and Newspapers
2. Contribution of Parsis: prominent newspapers and journalists (1780-1821)
3. Phase of social reform (1822-1857): salient features, journalists, newspapers
4. Phase of political awakening (1857-1915) salient features, journalists, newspapers

Unit 2

1. Journalism of Gandhi and freedom movement (1915-1947),
2. Journalism in Gujarat (Ahmedabad, Central Gujarat)
3. Journalism in Saurashtra and Kutch,
4. Prominent editors / journalists / columnists of Gujarati Journalism

Unit 3

1. Journalism in Surat: Narmad, Gujarat Mitra,
2. Profile of present day newspapers
3. Magazines and news portals
4. Issues and Future challenges

Suggested Reading

1. Patrakaratva no Itihas: Vishnu Pandya
2. Gujarati Patrakaratno Itihas: Ratan Marshall
3. Saurashtra Patrakaratvano itihās: Yasin Dalal

Paper 35 RJing and Anchoring Skills (Practical)

Or

Digital Marketing (Practical)

RJing and Anchoring Skills (Practical)

Unit 1

1. RJ: qualities, role, skills, responsibilities
2. Voice analysis: pitch, tempo, rhythm, flow, pronunciation, usage
3. Voice culture: pronunciation (Hindi, Gujarati, Urdu, English)
4. Voice: modulation, projection, pitch, tone, emphasis, speed, breathing.

Unit 2

1. TV news anchor: qualities, role, skills and responsibilities
2. Studio and camera facing techniques: camera fear, warm-up techniques
3. On camera movements: holding props, scripts, cue cards
4. Tele prompter: functioning
5. Professional ethics, costumes, performance, dealing with contingencies

Unit 3

1. Anchoring different genres
2. Studio and outdoor anchoring
3. Documentry, non news show anchoring
4. Interview based show
5. Interactive and panel discussion, Entertainment show

Suggested reading

1. The ABC of news anchoring – Richa Jain Kalara

2. Radio jockeying and news anchoring –Aruna Zachariah
3. Radio jockey and TV anchoring –Sanjay Gaur

Digital Marketing (Practical)

Unit 1

1. Digital Marketing : concept, Foundation,
2. Scope , significance platforms,
3. Digital Marketing : Organic & Paid,
4. Digital marketing era and the way forward
5. Blogging and microblogging, Social networking.

Unit 2

1. Social Media Marketing : concept, types Email Marketing, : Importance , marketing plan,
2. Campaign analysis ,A/B testing.
3. Marketing :Article, blog ,Cross promotions, Marketing tools,
4. Website Data Analytics, Affiliate.
5. Search Engine , (SEM) and Influencer Marketing.

Unit 3

1. Recent marketing trends.
2. Mobile Ads:definition, concept,types.
3. Adwords,guest blogging.
4. Pay Per click (PPC) , GEO.
5. Video Marketing & Advertising

Semester-6

Paper No.	Course Type	Paper Type	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
36	Foundation Course	Writing Skills: Practical	Skills in Public Relations (Practical)	3	20	50	70
37	Core Compulsory	Theory	Introduction to Public Relations and Advertising	3	20	50	70
38	Core Compulsory	Theory	Fundamentals of Media Law	3	20	50	70
39	Core Allied	Perspective in society Theory	Perspectives in Environment Studies	3	20	50	70
40	Soft skills	Skills Development Practical	Skills in Advertising (Practical)	3	20	50	70
41	Core Elective	Specialization Theory	Regional Cinema Or International Communication	3	20	50	70
42	Core Elective	Specialization Practical	Photography Skills (Practical) Or Creative Writing (Practical)	3	20	50	70
	TOTAL			21	140	350	490

Paper 36 Skills in Public Relations (Practical)

Unit 1

Exercises in

1. Writing: Press Notes, Features, Backgrounders
2. Writing and Production of News Letter, House Journals, Bulletin Boards, Notices
3. Preparing Speech

Unit 2

Exercises in

1. Preparing Audio production
2. Preparing Audio-visual production
3. Writing for New Media: Blogs, Social Media

Unit 3

Exercises in

1. Organising Press Conference, Events,
2. Maintaining Personal Relations
3. Presentation Skills

Paper 37 Introduction to Public Relations and Advertising

Unit 1

1. Public Relations: Concept, Definition, Objectives
2. Concepts: Propaganda, Publicity, Lobbying
3. Corporate Communication, Advertising, Marketing Communication.
4. Public Relations: Internal, External
5. Marketing PR, Community Relation, Financial PR

Unit 2

1. Tools of Public Relations
2. Media Relations: Press Note, Press Conference, Press Meet/Visit
3. Using New media, Ethical issues, PRSI,
4. Advertising: Concept, Definition, Role in Society/Economy
5. Advertising: Objective, Types,

Unit 3

1. Ad agencies; Structure, functions, Advertising Campaign: Steps,
2. Consumer Behaviour, Creative Strategy: Branding, Appeals, Copy writing
3. Media Strategy: Selection, Planning, Buying,
4. Media Buying, Client Servicing Production
5. Research in Advertising, ASCI, AAI, Digital Marketing

Suggested Reading

1. Journalism, advertisement and public relations - Shailendra Sengar
2. Introduction to advertising and public relations - Shipra Kundra
3. Advertising and public relations research - Jugenheimer
4. The practice of public relations - Wilfred Howard
5. Fundamentals of advertising public relations - Dhruv Sabarwal

Paper 38 Fundamentals of Media Law

Unit 1

1. Concept of justice, law, punishment and fine, principles of natural justice, crime and civil wrong
2. crimes against humanity, state, individual, women and children,
3. Brief History of Media laws in India Gagging Act, PRB Act,
4. Article 19 (1) (a) Freedom of speech and expression, Reasonable restrictions,
5. Emergency Provisions, case studies

Unit 2

1. CrPC provisions like FIR, chargesheet, arrest, warrant etc
2. Contempt of Court, Contempt of Legislature, Defamation: Civil and Criminal
3. Copyright Act, Official secret Act, Cyber laws
4. Working Journalists Act, RTI Act, Cinematograph Act,
5. Censor Board, Cable TV regulation Act, Advertising Laws

Unit 3

1. Laws pertaining to women: Sati, indecent representation, dowry, marriage
2. sexual assault, harassment, domestic violence, provisions of IPC, evidence act
3. Laws pertaining to children: POSCO, labour, marriage, child rights, harmful publications
4. Law pertaining to sedition, terrorism TADA, PASA, UAPA, POTA
5. Laws pertaining to third gender, 377, etc

Suggested Reading

1. Mass Media Laws and Regulations in India: AMIC
2. Facets of Media Law: Madhavi Goradia
3. Media Law in India: Kiran Prasad
4. Media Law: Jethmalani and Chopra
5. Media Law and related laws: B Manna

Paper 39 Perspectives in Environmental Studies

Unit 1

1. Environmental studies: definition, scope, significance
2. Natural resources: renewable and non- renewable
3. Problems, issues, effects, solutions, case studies regarding resources: Forest, Mineral, Water,
4. Food, Energy and Land Resources.
5. Ecosystems: concept, structure, types, characteristics, function, Energy flow

Unit 2

1. Environmental pollution: definition, effects, control measures, types, case studies, Solid waste Management,
2. 1986 conventions; endangered species (1986), Nuclear safety (1994), Climate Change (1997 and 2015)
3. Wildlife protection act, forest conservation act, Environment Protection Act
4. Water Act, Wildlife Protection Act.
5. Disaster management: floods, earthquake, cyclone and landslides

Unit 3

1. Climate change, global warming, Water conservation, harvesting,

2. Resettlement and rehabilitation of people;
3. Environment and human health,
4. Environmental ethics: issues and solutions,
5. Public awareness, Role of media and Information Technology, case studies.

Suggested readings

1. Rana SVS ; "Essentials of Ecology and Environment"; PHI Pub.
2. Sivakumar; Energy Environment & Ethics in society; TMH
3. Bala Krishnamoorthy; "Environmental management"; PHI
4. Miller GT JR; living in the Environment Thomson/cengage
5. Cunningham WP and MA; principles of Environment Sc; TMH.

Paper 40 Skills in Advertising (Practical)

Unit 1

Exercises in

1. Communication and Presentation Skills
2. Creative Writing: Copy writing, dialogue writing, story board, script writing
3. Branding, Client Servicing, Media Selection and Buying

Unit 2

Exercises in

1. Ad Production in various mediums.
2. Graphic Design and Layout of Advertisements
3. Case Study of Top 10 successful ad campaigns

Unit 3

Exercises in

1. Research in advertising: Qualitative and Quantitative methods
2. Focus group, In depth interviews
3. Surveys, Pretesting, post testing,

Paper 41 Regional Cinema Or International Communication

Regional Cinema

Unit 1

1. Regional Cinema: Concept, characteristics, significance,
2. History, development, need, impact
3. Bollywood and regional cinema
4. Different regional cinema: Bengali, Tamil,
5. Telugu, Malayalam,

Unit 2

1. Kannada, Marathi, Bhojpuri
2. Gujarati, Punjabi and other language cinema
3. new wave cinema, Regional Cinema and Politics
4. Regional Cinema: Eminent Directors, Actors, Studio system
5. Digital and OTT platforms, Remakes, Dubbing of regional films

Unit 3

1. Exercises in viewing regional cinema

Suggested Readings:

1. Narration in Fiction Film – D. Bordwell
2. Narrative Comprehension in Film – E. Brannigan
3. Bollywood – Ashok Banker
4. Our Films Their Films – S. Ray
5. Fingerprinting Popular Culture: The Mythic and the Iconic in Indian Cinema - Vinay Lal and AshisNandy

International Communication

Unit 1

1. Communication as a human right
2. International communication: concept, delimitation
3. International news flow: imbalance, issues
4. Media growth, international, regional and internal disparities.
5. UN Universal Declaration of Human Rights
6. Satellite communication, information super highway

Unit 2

1. International telecommunication and regulatory organizations
2. UNESCO'S efforts in removal imbalances in news flow
3. Debate on new internal information and economic order
4. MACBRIDE commission's report, recommendation
5. International news agencies

Unit 3

1. Non aligned news pool: functioning, success, failure.
2. Imperialism: cultural, media
3. Democratization of information flow and media systems
4. Professional standards, telecommunication tariffs
5. International intellectual property rights

Suggested Reading

1. International media communication in a global age -Sourabha Verma
2. International Media Studies- Divya C. McMillix
3. Global Communication: Theories, Stakeholders and Trends- Thomas McPhail
4. International Communication: Continuity and Change -- Daya Kishan Thussu
5. International communication –a reader edited by - Daya Kishan Thussu

Paper 42 Photography Skills (Practical)

Or

Creative Writing (Practical)

Photography Skills (Practical)

Unit 1

1. Photography: introduction, utility, scope, importance
2. Camera: types, components, Tools, Speed of the film,
3. Framing, Rules of Composition, Background
4. Shots: types, angles
5. Selecting images, size, quality

Unit 2

1. Lighting: principles, types, uses, Colour composition, filter, length, focus
2. Photograph editing techniques: Cropping, enlarging, reducing, clubbing/grouping
3. Types of Photography: Press, Sports, Fashion, Cinema, Industrial etc
4. Types: Digital, Indoor, Outdoor, Mono.
5. Photo agency, Photography and ethics

Unit 3

1. Exercises in photography

Creative Writing (Practical)

Unit 1

1. Creativity: Concept, Form, Structure, Purpose
2. Type of Writing: Reflection, Exposition, Description, Reporting, Narration, Argument
3. Creativity in Fiction: Prose, Poetry
4. Memoir, First person account, Personal Essay, Short story, Novel
5. Script, Screenplay, Dialogues, (TV Serials, Short Films, Feature Films, Web series)

Unit 2

1. Genres, Theme, plot, Structure, Setting
2. Symbolism, imagery, Characters, point of view, Literary Devices,
3. Exercises in Fiction Writing

Unit 3

1. Creativity in Non Fiction; News, Features, Articles, Social Media
2. Advertisements, Posters, Slogans, Documentaries.
3. Writing for Social Media
4. Exercises in Non-Fiction Writing

Department of Journalism and Mass Communication

Revised Syllabus for M A (Mass Communication)

with effect from the Academic Year 2021-22

SYLLABUS

એડમિશન કોન્ટ્રોલ નં. ૧૬-૧૨-૨૦૨૦

બાબત ૩૬ મિલિયન રૂ. ૨૦૦૦

Semester 1

Sr no	Paper No.	Paper	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
1	P 1	Multi Disciplinary	Introduction to Societal Issues	4	20	50	70
2	P 2	Core	Fundamentals of Mass Communication and Print Media	4	20	50	70
3	P 3	Core	Principles of Journalism and News Writing	4	20	50	70
4	P 4	Core	Computers Skills and Verbal Communication Skills (Practical)	4	20	50	70
5	P 5 A Or P 5 B	Elective	Cinema Studies OR Development Communication	4	20	50	70
6	Term Paper		Term Paper	2	20	50	70
TOTAL				22	120	300	420

Kalpna Rao

Semester 2

Sr	Paper No.	Paper	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
7	P 6	Multi Disciplinary	Constitution of India, Media Law and Ethics	4	20	50	70
8	P 7	Core	Print Media Skills (Practical)	4	20	50	70
9	P 8	Core	Reporting and Translation Skills (Practical)	4	20	50	70
10	P 9	Core	Fundamentals of Advertising and Public Relations	4	20	50	70
11	P 10 A Or P 10 B	Elective	Women and Media OR International Communication	4	20	50	70
12	Term Paper		Term Paper	2	20	50	70
TOTAL				22	120	300	420

Semester 3

Sr No	Paper Number	Paper	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
13	P 11	Multi Disciplinary	Communication Research	4	20	50	70
14	P 12	Core	Fundamentals of Radio Medium	4	20	50	70
15	P 13	Core	Fundamentals of Television Medium	4	20	50	70
16	P 14	Core	Radio Writing and Production Skills (Practical)	4	20	50	70
7	P 15 A or P 15 B	Elective	Art of Anchoring and Dubbing (Practical) OR Skills in Public Relations (Practical)	4	20	50	70
18	Internship Project		Internship Project	2	20	50	70
TOTAL				22	120	300	420

Semester 4

Sr no	Paper Number	Paper	Name of Paper	Credits	Internal Marks	External Marks	Total Marks
19	P 16	Multi Disciplinary	Fundamentals of New Media	4	20	50	70
20	P 17	Core	Skills in New Media (Practical)	4	20	50	70
21	P 18	Core	Television Writing and Production Skills (Practical)	4	20	50	70
22	P 19	Core	Short Film Production (Practical)	4	20	50	70
23	P 20 A or P 20 B	Elective	Photography and Photojournalism (Practical) OR Skills in Advertising (Practical)	4	20	50	70
24		Dissertation	Dissertation	2	20	50	70
TOTAL				22	120	300	420
GRAND TOTAL				88	480	1200	1680

Syllabus

Semester - 1

Paper - 1

Introduction to Societal Issues

Unit 1

Concept of nation and state, theories of the state: liberal, neoliberal, marxist, pluralist, post-colonial and feminist; concepts: justice, equality, freedom, affirmative action, power, hegemony, legitimacy, rights, human rights, democracy: types, ideologies: liberalism, socialism, marxism, fascism, gandhism, indian and western political thought, india's freedom struggle: satyagraha, non-cooperation, civil disobedience, political system in india: salient features: democracy, election system, party system, legislature, executive, judiciary.

Unit 2

Union government administration: structure, functions, work processes, cabinet secretariat, PMO, central secretariat, ministries, departments, civil services, statutory institutions/commissions: niti ayog, EC, CAG, FC, UPSC, NCSC, NCST, NCW, NHRC, NCM, NBCC, CVC, CBI, NPC, Lokpal; PSU; state government administration, district administration; collector, local self-government: panchayati raj, municipal government.

Unit 3

Indian society: characteristics, salient features, impact of colonial rule, social background of Indian nationalism, protests and movements during the colonial period, concepts: social stratification, equality, feudalism, hierarchy, exclusion, poverty, deprivation, social movements, collective action: revolution, protest, religion, science, secularism, revivalism, fundamentalism, kinship: family, household, marriage, patriarchy; social change: agents of social change, social reforms, land reforms, caste system: features, problems, untouchability, dalits, tribals, class india; agrarian, middle class, working class.

Unit 4

Impact of British rule, Indian economy; features, economic development, green revolution, land reforms, agrarian relations, planning; models nehruvian, gandhian, public sector; finance ministry, reserve bank, union budget, subsidies, revenue, taxes, GST, RBI, treasury, concepts like poverty, growth, development, national income, GDP, per capita income, inflation, stagnation, price rise, unemployment, FDI, fiscal deficit, demonetisation, decentralized planning: 73rd and 74th constitutional amendments, structural reforms in 1990s: impact on indian economy, poverty alleviation schemes, NREGS.

Reference Books:

1. Indian Polity, Governance and National Movement --- N D Arora
2. Indian Polity --- M Laxmikant
3. Magbook Indian Polity and Governance by Arihant Publication
4. Sociology of Indian Society -- Rao C. N. Shankar

5. Sociology: Basic Concepts---- H. K. Rawat
6. Indian EconomyBook--- Ramesh Singh
7. The Indian Economy Book ---Sanjiv Verma

Paper - 2

Fundamentals of Mass Communication and Print Media

Unit 1

Communication: concept, objectives, characteristics, process, types, barriers, 7 Cs sadharanikaran concept; mass communication: concept, characteristics, functions, impact; types of mass media: press, radio, television, cinema, traditional, new and social media, communication models: advantages, disadvantages, **Berlo** Smcr, Aristotle, Schramm, Lasswell, Osgood & Schramm, Shannon & Weaver, Gerbener, Westley & Maclean, Lazarsfeld, Newcomb, Defleur, Riley & Riley, Barnlund.

Unit 2

News flow models: Mcnelly, theories of communication: hypodermic needle, limited effects, dependency, cultivation, agenda setting, uses and gratification, spiral of silence, interactive, psychological, individual differences and normative theories, media impact studies: impact on women, children, etc.

Unit 3

Ministry of I&B, media units at centre and states, (DAVP, PIB, RNI, etc), media policy pertaining to press, press commissions, wage boards 1956 and 1963, committees: Palekar, Bachawat, Manisana, Majithia, Maisuma, media ownership, management, control (corporate and political interests), media monopoly, changing role of editorial department, FDI in media, professional bodies; EGI, INS, ABC, AINEC, IJU, NUJ.

Unit 4

Development of newspapers and printing in India, phases in development of print media, 1780-1857, 1857-1900, 1900-1947, print media role in social reform and freedom movement, print media post 1947, press during emergency, profile of important journalists, brief history of gujarati journalism: different phases, contribution of important journalists and newspapers.

Reference Books:

1. Mass communication theory - Denis McQuail
2. Mass communication in India – Keval J.kumar
3. Communication and media : studies in ideas, initiatives and institution - Angela Wadia
4. Introduction to journalism and mass communication - J.C.Chaudhary
5. Mass communication - Jitendra Singh
6. Fundamentals of mass media and communication - Meena Devi
7. Mass communication - theory and practices in the 21st century - Diwakar Sharma
8. Communication theories and models - Dr. N. Andale

Paper - 3

Principles of Journalism and News Writing

Unit 1

Journalism: concept, principles, role, democracy and fourth estate, journalist: qualities, responsibility, types of journalism: yellow, citizen, alternative, development, tabloid, investigative, interpretive, etc., types based on beats, sports, life style, travel, fashion, etc, newspaper office: departments, hierarchy, duties, coordination between departments, news: concept, news values, sources, types: hard, soft, predictable, unpredictable, page 3.

Unit 2

Reporting and interviewing for news, structure and styles of news writing; inverted pyramid, sand clock, feature, diamond, lead writing, types of lead, organising news story: selection of information, attribution, quote, background, context, kinds of reporting: crime, politics, civic, court, police, types of news stories: beat stories, feature stories, curtain raiser, hidden story, spot news, follow ups, sources: characteristics, importance, developing, press releases, conference, briefing; news agencies in India, reporting in news agency.

Unit 3

Features; concept, types: news, photo, travelogues, lifestyle, interviews, personality sketch, review, agony aunt, vox populi, timely, timeless, etc., process of feature writing: idea, data collection, processing, writing, structure of feature: headlines, lead and its types, use of pictures and graphics. Editorials: concept, objective, language, types, edit and op-ed page: content, layout, letters to the editor.

Unit 4

Editing: concept, importance, objective, elements, editorial department: hierarchy, duties of editorial staff, news editor, chief subeditor, sub editor, proof reader, translator, desk, distribution of work, editing jargon, news copy: types, sources, news flow, news coordination, rewriting, integrating copy, proof reading: concept, symbols, newspaper design, layout: concept, elements, types, use of graphics, charts, pictures, editing of special pages, headlines: purpose, types, techniques, style.

Reference Books:

1. Key concepts in Journalism Studies - Bob Franklin, Martin Hamer
2. Modern Journalism: Report and Writing - Diwakar Sharma
3. Modern student journalism – Barun Roy
4. News writing – B.S. Goyal
5. Media management and development – Dr. Samir Kumar Singh
6. Reporting and Editing in Journalism- K. C. Sharma, Anupama Sharma Pathak

Paper - 4 Computers Skills and Verbal Communication Skills (Practical)

Unit 1

Gujarati and English typing Skills, MS Office, Word, Excel, Power Point

Unit 2

Photoshop, coral draw, page maker/indesign/quark express.

Unit 3

Presentation skills, extempore speech, debating, elocution skills

Unit 4

How to appear at interviews, anecdote and story telling skills, RJ talk, anchoring skills

Paper – 5 (A) Cinema Studies

Unit 1

Cinema; language, development from Lumiere to present day, how to read films, major film movements; Italian neo-realism, French New Wave, German Expressionism, Dogme 95, Japanese cinema, Third world cinema, Hollywood, film theories: marxist, feminist, structuralist, psychoanalyst, post colonial, realist, auteur, ideological, film criticism, appreciation, review, film genres.

Unit 2

Indian cinema: silent era, classic era, golden era, new wave, mainstream, art, parallel, milestones, important films and their directors: Phalke, Satyajit Ray, Raj Kapoor, Gurudutt, Shyam Benegal, Mrinal Sen etc regional cinema: Bengali, Tamil, Telugu, Malayalam, Marathi, and Gujarati.

Unit 3

Pre production: idea to script, story board, screenplay, shooting and editing schedules, Production: production team: structure and function, set design, shooting, frame, colour, balance, basics of camera movements, shot compositions, lighting techniques, different kinds of lights and their usage, reflectors, sound, technical terms, post-production: editing principles, devices, video and audio editing, cut, mix, dissolve, fade, special and digital effects, sound mixing, off line and online editing.

Unit 4

Government policy pertaining to cinema, committees: Khosla, Patil, Cinematograph Act, CBFC, NFAI, FD, FTII, CFS, IFFI, film clubs, film festivals, short movies, documentaries, certification, marketing, distribution, branding, merchandising, rights and promotion, film society, film awards.

Reference Books:

1. Beginning Film Studies - Andrew Dix
2. Film studies : The Basics - Amy Villarejo
3. Film Studies : The Essential Introduction - Sarah Casey Benyahia, Freddie Gaffney
4. Film Art and Introduction - David Bordwell, Kristin Thompson
5. What is Cinema? - Andre Barin, Hugh Gray, Jean Renoir
6. Key Concept in Cinema Studies - Susan Huyward

Paper – 5 (B) Development Communication

Unit-1:

Development: concept, definitions, approaches, problems, issues, indicators and paradigms, development and related concepts; growth, HDI, GDI, GEM, reason for underdevelopment, UN millennium goal, characteristics of developing countries.

Unit 2:

Development communication: concept, definition, process, models of Lerner, Schramm, Rogers and Shoemaker, Nair and White; barriers; social, cultural and economic, different media in development: small media, folk media, new media, development communication policy in India, action plan, democratic decentralisation democratic rights.

Unit 3:

Agricultural communication and rural development, genesis of agricultural extension, extension approach system, approach in agricultural communication, diffusion of innovation, model of agricultural extension, case studies of communication support to agriculture, development support communication: case studies in agriculture, health, environment, education communication.

Unit 4:

Development and rural extension agencies, Panchayati Raj, planning at national, state, regional, district, block and village levels, government and nongovernment organizations, macro-micro economic framework available for actual developmental activities, case studies on development communication programs (UNICEF, WHO, CRY, SEWA)

Term Paper: Student will submit a term paper on a relevant topic

Semester 2

Paper - 6 Constitution of India, Media Law and Ethics

Unit 1

Constituent assembly, Indian constitution: salient features, preamble, fundamental rights and duties, directive principles, Art 19 (1) (a) freedom of speech reasonable restrictions, vis a vis concept of privacy, Art 32 including PIL, emergency and media, theory of separation of power under constitution.

Unit 2

Concept of justice, law, punishment and fine, principles of natural justice, crime and civil wrong: concept, types, trends, criminal procedure (FIR, panchnama, chargesheet, bail, summons, arrest, warrant, cognizable and non-cognizable offences), types of punishment, current trends in crime and civil wrong, crimes against humanity, state, individual, women and children, offences like obstructing public officials, public tranquillity, sedition etc.

Unit 3

Brief history of press laws in India, contempt of court, contempt of legislature, parliamentary privileges, civil and criminal defamation, official secret act vis-a-vis RTI, copyright act, obscenity, PRB act, working journalist act, cinematograph act, prasar bharati act.

Unit 4

Media responsibility, accountability, code of conduct for journalists, media trial, fair trial, subjudice, privacy, sting operation, protection of sources, reporting of sexual crimes and communal violence, codes for radio, television, advertising and public relations, regulatory bodies: PCI, BCCC, NBA, IBF, ASCI.

Reference Books:

1. Constitutional System in India: Continuity and Changes - Prof. H. G. Pant
2. Media laws and Indian constitution – Kundra S.
3. Indian Constitutional Documents. - Kanaiyalal Maneklal Munshi
4. Fundamental rights and constitutional Amendment - Dr. L. M. Singhvi
5. Mass media and Democracy - Nayyar Shamsi
6. Media Ethics and Laws - Naval Prabhakar, Narendra Basu

Paper - 7

Print Media Skills (Practical)

Unit 1

Exercises in feature writing

Unit 2

Exercises in editorial writing

Unit 3

Practical work in production of newspaper pages.

Unit 4

Practical work in production of magazine pages.

Paper – 8

Reporting and Translation Skills (Practical)

Unit 1

Field reporting and interviewing skills

Unit 2

Exercises in writing news reports

Unit 3

Exercises in translation of news reports and news agency copy.

Unit 4

Exercises in translation of features and editorials

Paper - 9

Fundamentals of Advertising and Public Relations

Unit 1

Advertising: concept, objectives, types, role, function, criticism, benefits, advertising vis a vis communication, persuasion, marketing, marketing mix, propaganda, publicity, personal selling, sales promotion, public relations and advertising models: AIDA, DAGMAR, DRIP, Ehrenberg, VIPS checklist, DMP model, PLC, Maslow hierarchy of needs.

Unit 2

Making of an ad; from creative brief to media scheduling, creative strategies; appeal, USP, brand image, positioning, personality, approaches/execution styles, advertising copy: types, headlines, text, and slogans, trademark, visualization: illustrations, colour, graphics and layout, advertising agency: structure, functions of departments, advertising campaign planning; market research, consumer behaviour, product analysis, media strategy, case studies in advertising, advertising awards.

Unit 3

Public Relations: philosophy, concept, functions, misconceptions, PR vs. communication, public opinion, persuasion, propaganda, publicity, liaison, lobbying, spin, corporate communication, PRO: qualities, responsibilities, PR tools: news letter, house journal,

brochure, posters, annual reports, corporate films, advertisements, press conference, grapevine, special events, speaking engagements, event etc, PR: types: media relations, employee relations, marketing PR; financial PR; community PR; tools and strategies.

Unit 4

PR campaign planning; process and steps (case studies) PR during crisis/disaster management, PR in central, state government, writing for PR: press release, features, speech, background material, citizen charter, digital PR: need, methods, tools: social networks, online videos, content sharing, blogs, special-interest communities, RSS feeds, digital bazaar- Aegis Media, Publicis Groupe, measurement and monitoring methods, Integrating traditional PR with social media-web 2.0.

Reference Books:

1. Journalism, advertisement and public relations - Shailendra Sengar
2. Introduction to advertising and public relations - Shipra Kundra
3. Advertising and public relations research - Jugenheimer
4. The practice of public relations - Wilfred Howard
5. Fundamentals of advertising public relations - Dhruv Sabarwal

Paper – 10 (A)

Women and Media

Unit 1

Women's studies: theoretical approaches; radical, marxist, socialist, liberal, concepts: feminism, patriarchy, gender equality, equity, parity, discrimination, empowerment, different waves: status of women in India: from ancient to modern, contribution of personalities: Raja Rammohan Roy, Phule, Ranade, Vidyasagar, Swami Dayanand Saraswati, Periyar, Vivekananda etc,

Unit 2

Women's movements in India, ministry of women and child welfare, organizations, NCW, boards, legal perspective: regarding dowry, sexual assault, harassment, representation of women, sati, domestic violence, socioeconomic indicators of women's development, women's rights as human rights, efforts by UN in women's issues.

Unit 3

Terms: marginalization, exclusion, trivialization, legitimization, internalisation, objectification, globalisation and representation of women in advertisements; content analysis, discourse analysis, semiotics, structuralism, marxian, foucaultian approaches, sex role stereotype, femininity, male gaze, body image, impact on women and teenagers, representation in women's magazines and men's lifestyle magazines.

Unit 4

Representation of women all media: television, news, serials, advertisements, cinema; women oriented films. Depiction of women in advertisements.

Reference Books:

1. Gender Challenge - Bina Agarwal
2. Gender Inequality And Women's Empowerment - D. Pulla Rao
3. Gender Concern in South Asia.- Manjat Bhatia, Deepli Bhanot, Nirmalaya Samanta.

OR

Paper – 10 (B) International Communications

Unit 1:

International communication: concept, definition, political, economic and cultural dimensions; communication and information as a tool of equality and exploitation, international news flow, imbalance, media growth, disparities: international, national and regional.

Unit 2:

Communication as a human right, UNO's Universal Declaration of Human Rights, international news agencies and syndicates, their organisational structures and functions, critic of western news values, international media institutions and professional organisations.

Unit-3:

Impact of news communication technology in news flow, satellite communication, historical background, status, progress, effects, information super highways, international telecommunication and regulatory organisation, UNESCO's efforts in removal of imbalances in news flow, debate on new internal information and economic order, MacBride commission's report, non-aligned news pool: working, success, failure.

Unit 4:

Democratisation of information flow and media systems, professional standards, telecommunication tariffs, information prompted cultural imperialism, criticism, violence against media persons, effects of globalisation on media systems and their functions, media imperialism, transnational media ownership and issues of sovereignty and security, international intellectual property rights.

Term Paper: The student will submit a term paper on a relevant topic

Semester 3

Paper - 11

Communication Research

Unit 1

Research: social science and mass communication research; concept, objectives, types, characteristics, method and methodology, reasoning: deductive and inductive, approaches (quantitative and qualitative), steps in research: topic selection, research questions and hypothesis, literature review, objectives, variables, research design, sampling, data collection, analysis and interpretation, concepts; reliability, validity.

Unit 2

Qualitative research method – field observations, focus groups, in-depth interviews, case studies; quantitative method: survey, descriptive survey, analytical survey, content analysis – definitions, steps, sampling: types probability and non probability, sample size, sampling error.

Unit 3

Introduction to statistics – basic statistical procedure; descriptive statistics: central tendencies, mean, median, mode, frequency distribution, inferential statistics: co-efficient of correlation, standard deviation, tests of significance (T-test, Anova).

Unit 4

Application of media research: print media (circulation studies, etc) electronic media (TRPs,) advertising (pre testing, post testing) public relations, internet, writing of research proposal/research report/thesis, ethics in research.

Reference Books:

1. Communication research - John and Sandy Hutcheson
2. Research methodology – Dr. A.K. Phophalia
3. Mass media research – Roger D. Wimmer, Joseph R. Dominick
4. Communication research – a half century appraisal - Danial Lerner

Paper - 12

Fundamentals of Radio Medium

Unit 1

Development of radio in India and world, introduction and growth of akashwani, vividh bharati, community radio, private (FM) radio channels; guidelines, role, functions, objectives, government policy regarding broadcasting, committees: Chanda, Verghese, Joshi, SenGupta, formation of Prasar Bharati, code of broadcasting, introduction of satellite radio, web radio, radio from across borders: Radio Ceylon, BBC, VOA.

Unit 2

Radio as a medium of mass communication, elements, characteristics, radio programme genres, format, radio rural forum, news, news feature, announcement, radio interviews, talk show, drama, phone-in, news reel, documentry, radio magazine, advertisement, music

programme, link, narration, jingal, promo, jock talk, sparkler, signature tune etc, language, vocabulary and grammar of radio, radio programme: concept, idea, research, script, practical exercises of in basic writing skill of radio.

Unit 3

Sound and voice : All India Radio hierarchy, radio production team, structure and function, introduction to sound, types of sound: natural, ambient, recorded, sound effects, radio terminology, voice modulation, moderating skills for radio discussion programmes, handling interactive live transmission, practical exercises in voice over and voice modulation.

Unit 4

Production and post production: audio studio, recording equipment, microphones: types, uses, process of radio programme production: basic of audio recording, dubbing and mixing technique, field recording skills, non liner editing, practical exercises in basic audio recording.

Reference Books:

1. Radio in New Avatar AM To FM - Dr. Amrish Swana
2. Key Concept in Radio Studies.- Hugh Chignell
3. Radio Broadcasting Journalism in India - J. David
4. Radio, TV & Broadcast Journalism - R,K, Ravidran
5. Writing and Reporting for Radio - Henry Tenenbaum
6. Radio and Television Journalism – K. M. Srivastava

Paper - 13

Fundamentals of Television Medium

Unit-1

Development of television in the world and India, Doordarshan; genesis, growth, guidelines, role, functions and objectives, introduction of satellite communication, cable tv, video boom, private television channel in India, web television, national broadcast trust, Joshi committee. SITE, STEP, Kheda, Pij.

Unit-2

Television; mass medium, visual communication, grammar, vocabulary, elements, characteristics, programme genres, format, news, news gathering, breaking news, news reports, documentary, interviews, discussions, chat shows, video spot, tele films; pre production: idea to script, research, visualization, story board, shooting and editing schedules, practical exercises of story board, basic writing skills.

Unit-3

Production: production team: structure and function, studio: layout and equipment, set design, shooting, frame, colour, balance, basics of camera movements, shot compositions, single and multi-camera set-up, lighting techniques, different kinds of lights and their usage, reflectors, sound, use of tele prompter, cue cards, technical terms, facing camera.

Unit-4

Post-production: editing principles, devices, video and audio editing, cut, mix, dissolve, fade, special and digital effects, sound mixing, off line and online editing.

Reference Books:

1. Television field products and reposting - Frederick Shook
2. Radio and television journalism - Meena Devi
3. TV news: building a career in broadcast journalism - Ray White
4. Television drama: theories and identities - Sue Thronham and Tony Purvis
5. टेलीविज़न पत्रकारिता सिद्धांत एवं तकनीक लेखक :- डॉ. इंद्रजीत एवं मधुलिका शर्मा

Paper - 14

Radio: Writing and Production Skills (Practical)

Unit 1

Writing for radio programmes: basic principles of radio writing, spoken language, usage of sound and sound effects, illustrating copy with sound effects, usage of radio grammar.

Unit 2

News, Samachar prabhaag, announcement, interview, link, feature, documentary writing, skit, entertainment programme script writing, commercials, jock talk, sparklers, subject specialized programme writing, voice training and modulation.

Unit 3

Radio programme production: basics of audio recording, microphone usage, dubbing and mixing technique. Usage of software, usage various sound and sound effects in editing, field recording skills, non liner editing.

Unit 4

Exercises in production

Paper -15 (A)

Art of Anchoring and Dubbing (Practical)

Unit 1

Know your voice, detailed study of method of voicing, voice modulation, basic skill of news presentation (television and radio), RJ mention.

Unit 2

Announcement, anchoring for FM and Vividh Bharati, anchoring (radio and television), studio and outdoor interview skill, panel discussion skill, commercial, voice over,

storytelling, pitch play, conduct different types of programme like agricultural, science, sports, women and children. Exercises in anchoring

Unit 3

Dubbing: Scope for voicing, time scheduling, using subtitle, and recording.

Unit 4

Exercises in dubbing

Or

Paper - 15 (B)

Skills in Public Relations (Practical)

Unit 1

Writing skills: newsletter, house journal, brochures etc.

Unit 2

Writing skills: backgrounder, press note, features, etc.

Unit 3

Production skills: newsletter, house journal, brochure, notice board,

Unit 4

Practical exercises: speaking skills and organising skills for press briefing/ press conference/ events.

Internship Project: The student will do an internship for a minimum of four weeks and will submit a report of the work done during the internship.

Semester 4

Paper - 16

Fundamentals of New Media

Unit 1

Internet: concept, history, development and growth, new media: concept, definition, characteristics, advantages, new media and mass media, knowledge society, public sphere, community media, participatory communication and media, keywords, SEO, permalink (URL), meta tags, analytics.

Social Media: social sharing and social networking, social media: concept, definition, history, growth, development, characteristics, impact, advantages, drawbacks, optimization, types, facebook, twitter, youtube, google plus, linkedin, pinterest, quora, whats app, instagram, fake news and photos on social media: impact and precautions.

Unit 2

Blogging: web 2.0, definition, concept, origins, modernisation, types, community and cataloging, blog search engines, blogging communities, blog content strategy, blog audience, blogging in India, video blogging, social blogging, micro blogging, defamation, liability, employment, content writing for blogging.

Social networking: features, types, emerging trends, future, power and value, mobile social networking, URL shortners, measuring, social media performance, e-mail marketing, livestreaming, content writing for social networking.

Unit 3

Online Journalism: definition, characteristics, changing landscape: newspapers and broadcast outlets on the web, online tools to manage text : links, photos, maps, audio, video, viral content, online journalism in india, e-Governance

Citizen journalism: definition, concept, history, citizen journalists, citizen media, criticism, immediacy, interactivity, universality feature of online journalism, political dangers, personal safety.

Unit 4

Online Reporting: news blog, blogsphere, website, hypertext, multimedia, language and style, pod cast and web cast, tools for news gathering, wiki news, fake news; usage and impact in politics, economic and social forum (case studies), e-journalist; challenges, e-books, e- publishing, content writing for online reporting.

Ethics in online journalism: obscenity, piracy, copyright, libel, cyber crimes and cyber law, national ICT policy act 2000, MLM online scam, email scam. copyleft and open source, fake news, privacy, plagiarism, porn, cyber bully, net war, cyber terrorism, cyber conflicts, frauds hacking.

Reference Books:

1. Cyber media journalism – Jagadish Chakravathy

2. Social media marketing – Paul Martin , Thomas Ericson
3. New media – Anna Everett
4. Social media: - a critical introduction - Christian Fuchs.
5. Digital media and weblog journalism - Arvind Kumar
6. Online journalism:a basic text - Tapas Roy
7. Digital broadcasting journalism author:- Jitendra Kumar Sharma
8. Digital media – T.K. Ganesh

Paper 17

Skills in New Media (Practical)

Unit 1

Practical exercises in preparing a news blog and an audio blog.

Unit 2

Practical exercises in preparing a YouTube channel.

Unit 3

Practical exercises in preparing a video blog.

Unit 4

Practical exercises in preparing online magazine and content writing for social networking sites.

Paper 18

Television Writing and Production Skills (Practical)

Unit 1

Writing for television programmes: basic principles of television writing, visual language, dope sheet writing, story formation, script writing, screenplay, story board.

Unit 2

Writing news, interview, link, feature writing, documentary writing, skit, entertainment programme script writing, commercials, sitcom, subject specialized programme writing.

Unit 3

Production for television: shooting, frame, basics of camera movements, shot compositions, lighting techniques, different kinds of lights and their usage, using reflectors, facing camera.

Exercises in production

Unit 4

Video editing, audio video editing, principles of editing, cut, mix, dissolve, fade, special and digital effects, sound mixing, off line and online editing. Exercises in editing

Paper 19

Short Film Production (Practical)

Unit 1

Pre production: basics of story, structure, concept development, storytelling elements, theme, plot, characters, character development, dialogue, synopsis, script, story board and subtitle.

Unit 2

Production: cameras; parts, classification and comparison, mechanism of aperture, shutter shot composition, shot angle, camera angle, lighting arrangement, usage of outdoor and indoor lighting, white balance, images transport, lenses and camera operation, set design, prop and basic skills of direction.

Unit 3

Post production: principles of editing, audio video editing, editing devices, basics of photo editing, software, basic movie editing, movie editing software, dubbing, mixing and different types of editing. Marketing of film on social media and film festivals.

Unit 4

Exercises in making of short film

Reference Books:

- 1 Making Short Films: The Complete Guide from Script to Screen - Clifford Jhurlow
- 2 How Not to Make a Short Film - Robert Marie Munroe
- 3 The Short Screenplay: Your Short Film from Concept to Production - Dan Gurskis
- 4- Writing Short Film Scripts - Paul Kooperman

Paper 20 (A)

Photography and Photojournalism (Practical)

Unit 1

Cameras; classification, comparison of different types, mechanism of aperture, shutter, camera body, view finder, shots composition, angle, camera angle, lighting arrangement and usage of outdoor and indoor lighting, white balance, images transport, lenses and camera operation, practical exercises in photography and photo editing software

Unit 2

Exercises in photography

Unit 3

Significance of photos in journalism, writing captions, learn, recognize, verbalize and employ the qualities of storytelling images, producing a photo story, preparation/research, legwork,

photography technique, editing technique, crafting of images through exposure, lens, composition, moment and light, Learn how to take quality photos, edit photos in latest software.

Unit 4

Exercises in photojournalism

Paper 20 (B)

Skills in Advertising (Practical)

Unit 1

Practical exercises: copy writing, creative strategy, design of advertisement.

Unit 2

Practical exercises: preparing of advertisements for print medium.

Unit 3

Practical exercises: preparing of advertisements for radio.

Unit 4

Practical exercises: preparing of advertisements for television.

Dissertation: The student will submit a dissertation on a relevant topic.

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100

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J. Z. SHAH ARTS & H. P. DESAI COMMERCE COLLEGE, AMROLI - SURAT



Estd. Year : 1991

Grant in Aid College Affiliated to Veer Narmad South Gujarat University, Surat

B. A. [Principal - Gujarati & Economics] - B. Com. [Eng. & Guj. Medium]

M. A. [Gujarati, English, Economics] - M. Com. [Accountancy - English & Gujarati Medium]

Re-Accredited 'B++' (CGPA 2.94) by National Assessment And Accreditation Council Feb.-2014 Bengaluru

An ISO QMS - 9001 : 2015, EMS - 14001 : 2015 & OHSAS - 18001 : 2007 (IMS) Certified Institute

Out Ref. No. : ૨૫૪/૨૦૨૦-૨૧

Date : ૨૫/૦૭ / 2020

પ્રતિ,
આદરણીય ડીનશ્રી,
કોમર્સ વિભાગ,
વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી,
ઉધના મગદલા રોડ,
સુરત.

બ્રોડરિક કાઉન્સિલ તા. ૧૮-૧૨-૨૦

બાબત ૩૮ બિડાણવિનિષ્ક ૧૭

વિષય: યુજીસી દ્વારા માન્યતા પ્રાપ્ત (NSQF) નીચે દર્શાવેલ અભ્યાસક્રમોની મંજૂરી બાબત.

સુજ મહાશય,

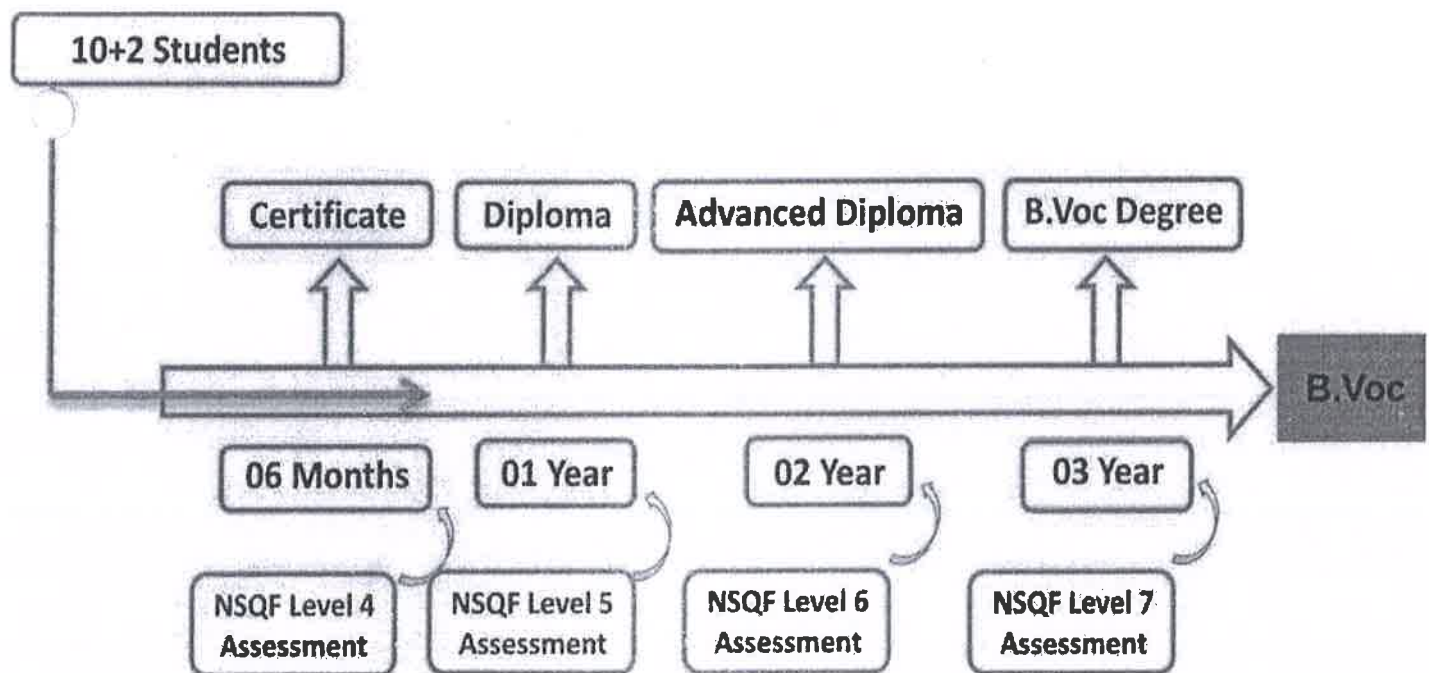
સવિનય સહ જણાવવાનું કે, યુજીસી દ્વારા અમારી કોલેજને નીચે દર્શાવેલ અભ્યાસક્રમોની માન્યતા મળેલ છે. જે સંદર્ભે અભ્યાસક્રમ બનાવીને આપશ્રીની મંજૂરી માટે મોકલી રહ્યા છીએ.

1. B.Voc. in Banking & Financial Services
2. B.Voc. in Retail Management
3. Diploma in Event Management
4. Diploma in Goods and Service Tax
5. Certificate Course in Financial Market

સહકારની અપેક્ષા સહ.

લિ.
આપનો વિશ્વાસુ,

આચાર્યશ્રી.



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J.Z. Shah Arts & H.P. Desai Commerce College, Amroli
Annexure – 1
Details of the Proposed Programmes

Trade or Sector Name	Name of the Programme(s)	No. of Credits	Duration		Job Roles & Levels Proposed	Partner Industry	Certification Authority Proposed intake of students (Annually)
			Hours	Months			
B.VOC. IN RETAIL MANAGEMENT	COMPLETION OF 1 YEAR- DIPLOMA CERTIFICATE	36+24	540+260	12 Months	12th Pass	Piegon Industries; Kabutarwala compound, A.K.road, Surat	50+5
	COMPLETION OF 2 YEARS- ADVANCED DIPLOMA CERTIFICATE	72+48	1080	24 Months	Diploma Certificate Holder / First year any Discipline Pass from any Recognized University	SUMUL DAIRY ;	50+5
	COMPLETION OF 3 YEARS- DEGREE IN RESPECTIVE COURSE	108+72	1620	36 Months	Compulsory Completed Advanced Diploma Certificate	DHIRAJ SONS.	50+5

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Annexure – 1

Details of the Proposed Programmes

Trade or Sector Name	Name of the Programme(s)	No. of Credits	Duration		Job Roles & Levels Proposed	Partner Industry	Certification Authority Proposed intake of students (Annually)
			Hours	Months			
B.VOC IN BANKING & FINANCIAL SERVICE	COMPLETION OF 1 YEAR- DIPLOMA CERTIFICATE	36+24	540+260	12 Months	12th Pass		50+5
	COMPLETION OF 2 YEARS- ADVANCED DIPLOMA CERTIFICATE	72+48	1080	24 Months	Diploma Certificate Holder +First year any Discipline Pass from any Recognized University + Any Exam Diploma in Banking by recognized Institutions	HDFC;SURAT PEOPLES' CO OP .BANK LTD.,;	50+5
	COMPLETION OF 3 YEARS- DEGREE IN RESPECTIVE COURSE	108+72	1620	36 Months	Compulsory Completed Advanced Diploma Certificate	LIC, KOTAK,	50+5
M.VOC IN BANKING & FINANCIAL SERVICE	COMPLETION OF 2 YEARS- M.Voc in Banking and Financial Service	36+24	540+260	12 Months	B. Voc in related Subject or Any Graduation	LIC, KOTAK,	50+5
		72+48	1080	24 Months		HDFC;SURAT PEOPLES' CO OP .BANK LTD.,;	50+5

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J.Z. Shah Arts & H.P. Desai Commerce College, Amroli
Annexure – 2

Basis for choosing the course specialisation(s):

The choice of specialisation based on:

- a) Skills Gap requirements, to ensure that the program fulfils the skills requirement of industry;
- b) University / College has expertise in the specialisation; and
- c) College have one or more committed industry partner(s) for design, delivery, internship and placement.

Skill Gaps Identified:

	Trade(s)	Skill Gaps Identified (<i>Quantitative, Qualitative, Source, ...</i>)
1.	B.VOC. IN RETAIL MANAGEMENT	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill
2.	B.VOC IN BANKING & FINANCIAL SERVICE	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill
3.	M.VOC IN BANKING & FINANCIAL SERVICE	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill
4	Diploma In Event Management	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill
5	Diploma In Goods and Service Tax	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill
6	Certificate Course In Financial Market	Internship , Viva – Voice , Practical training, Job Training , Group Discussion, Leadership Training, Techniques of earning the Skill

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Proposed Courses for B. Voc. , 2020-21

Year	Sem	Credit Skill per	Credit G. Education CR	Periods Skill	G. Education
1	I	18	12	270	180
	II	18	12	270	180
2	III	18	12	270	180
	IV	18	12	270	180
3	V	18	12	270	180
	VI	18	12	270	180
Total		108	72		

1 CR. = 15 Period of 60 minutes

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Proposed Courses for M. Voc. (Banking and Financial Services)

Course Code	Course Title	Credits
Sem-I		
M. Voc. 101	Indian Financial System	4
M. Voc. 102	Indian Banking System	4
M. Voc. 103	Practice of Insurance	4
M. Voc. 1001	Internship & Viva-voice	18
Sem-II		
M. Voc. 104	Advance Financial Management	4
M. Voc. 105	Corporate Strategy, Governance and Tax planning	4
M. Voc. 106	Credit Management in Banks	4
M. Voc. 1002	Internship & Viva-voice	18
Sem-III		
M. Voc. 107	Communication Skill for Managers	4
M. Voc. 108	Risk Management and Re-insurance	4
M. Voc. 109	Services and Customer Relationship Marketing	4
M. Voc. 1003	On Job Training & Viva-voice	18
Sem-IV		
M. Voc. 110	Derivatives	4
M. Voc. 111	Logical and Analytical reasoning	4
M. Voc. 112	International Financial and Banking	4
M. Voc. 1004	On Job Training & Viva-voice	18

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Proposed Courses for M. Voc. (Banking and Financial Services)

Year	Sem	Credit Skill per	Credit G. Education CR	Periods Skill	G. Education
1	I	18	12	270	180
	II	18	12	270	180
2	III	18	12	270	180
	IV	18	12	270	180
Total		72	48		

1 CR. = 15 Period of 60 minutes

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Proposed Courses for Diploma in Goods and Service Tax(GST)

Course Code	Course Title	Credits
Sem-I		
DP-GST-101	Fundamental Concept of GST	4
DP-GST-102	Computer Application	4
DP-GST-103	Communication Skill	4
DP-GST-1001	Internship & Viva-voice	18
Sem-II		
DP-GST-104	Maintenance of Books and records	4
DP-GST-105	Accounting & Management for GST	4
DP-GST-106	Integrated Goods and Services Tax : Law & Practice	4
DP-GST-1002	On Job Training & Viva-voice	18

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Proposed Courses for Diploma in Goods and Service Tax(GST)

Year	Sem	Credit Skill per	Credit G. Education CR	Periods Skill	G. Education
1	I	18	12	270	180
	II	18	12	270	180
Total		36	24		

1 CR. = 15 Period of 60 minutes

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J.Z. Shah Arts & H.P. Desai Commerce College, Amroli
Proposed Courses for Diploma in Event Management

Course Code	Course Title	Credits
Sem-I		
DP-EM-101	Principles of Event Management	4
DP-EM-102	Event Planning and Team Management	4
DP-EM-103	Event Marketing and Adverting	4
DP-EM-1001	Internship & Viva-voice	18
Sem-II		
DP-EM-104	Event leadership and Communication	4
DP-EM-105	Event Safety and Security	4
DP-EM-106	Basic Event Computer Accounting	4
DP-EM-1002	On Job Training & Viva-voice	18

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Proposed Courses for Diploma in Event Management

Year	Sem	Credit Skill per	Credit G. Education CR	Periods Skill	G. Education
1	I	18	12	270	180
	II	18	12	270	180
Total		36	24		

1 CR. = 15 Period of 60 minutes

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Proposed Curriculum
for
Bachelor in Vocational Course (B. Voc)
in
Retail Management (BVOC_RM)

(Course Approved by UGC skill based courses to institutions under NSQF)

(Letter No. F. No. 1-25/2018 (NSQF)/134 ; Dated:29/07/2019

F. No. 4-1/2020(NSQF); Dated: Sept. 2020)

Academic Year 2020-21

✓
24.09.2020

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B. Voc Retail Management (BVOC_RM)

Sr. No.	Paper Code	Title of the paper	Credit	Total Credit
SEM - 1				
G	General	SEM- 1		
G1	UC01GBVR01	Business Organization and Management -I	3	
G2	UC01GBVR02	Business Communication -I	3	
G3	UC01GBVR03	Banking and Financial Law -I	3	
G4	UC01GBVR04	Computer Application -I	3	12
S	Skill			
S1	UC01SBVR01	Retail Sales Associate – I	3	
S2	UC01SBVR02	Retail Sales Associate – II	5	
S3	UC01SBVR03	Retail Sales Associate – III	5	
S4	UC01SBVR04	Retail Sales Associate – IV	5	18
SEM-2				
G	General			
G5	UC01GBVR05	Business Organization and Management –II	3	
G6	UC01GBVR06	Business Communication -II	3	
G7	UC01GBVR07	Banking and Financial Law -II	3	
G8	UC01GBVR08	Computer Application –II	3	12
S	Skill			
S5	UC02SBVR05	Retail Team Leader - I	5	
S6	UC02SBVR06	Retail Team Leader – II	5	
S7	UC02SBVR07	Retail Team Leader – III	5	
S8	UC02SBVR08	Retail Team Leader - IV	3	18

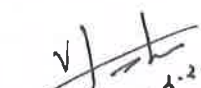
Code Detail : U=Under Graduate, C= Commerce, 01/02 = Semester, G= general paper, BV=B. Voc in RM 01= Paper Number

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B. Voc Retail Management (BVOC_RM)

Sr. No.	Paper Code	Title of the paper	Credit
G	General	SEM- 1	
G1	UC01GBVR01	Business Organization and Management -I	3
		Unit I 1. The Business System 2. Entrepreneurial Process Unit II 1. The Process of Management 2. Managerial Planning 3. Nature and Process of Organising Unit III 1. Direction—Communication, Leadership and Motivation 2. Control : Concept and Process Unit IV 1. Marketing Management—Nature, Importance and Concept 2. Market Segmentation 3. Financial Management 4. Human Resource Management Unit V Change Management	
G2	UC01GBVR02	Business Communication -I	3
		UNIT-I Nature of Communication Process of Communication, Types of Communication (verbal & Non Verbal), Importance of Communication, Different forms of Communication, Barriers to Communication Causes, Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizational Barriers. UNIT-II Integrated Marketing Communication: Marketing Communication, Sales promotion, public relations and publicity, sponsorships, exhibitions, word of mouth promotion. UNIT-III Business Correspondence: Letter Writing, presentation, Inviting quotations, Sending quotations, Placing orders, Inviting tenders, Sales letters, claim & adjustment letters and social correspondence, Memorandum, Inter -office Memo, Notices, Agenda, Minutes, Job application letter, preparing the Resume. UNIT-IV (Communication Lab work) Role play on selected topics: Exercise1: Conversation between two students recorded on camera. To be self-critiqued Exercise2: Presentation on TV programmes watched on the previous day Exercise3: Rewriting Headlines of Newspapers (Hindi & English) on the display boards Exercise4: Using microphones (Public Speaking/Presentation)	

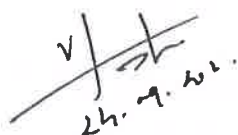

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		Situations) Exercise5: Interview and Group Discussion sessions Exercise 6: Effective Presentation using various audio – visual aids	
G3	UC01GBVR03	Banking and Financial Law -I	3
		Unit-1 Banking Regulations - Understanding the role of Reserve Bank of India and banking - Explain KYC and AML – Importance, policies, procedures, controls - Understanding Types of customer accounts – Individuals and non- Individual, Modes of operations Documents for account opening Unit-2 Banking Operations - Understanding the rules and regulations governing - Account opening process - Transactions in bank accounts – cash, transfer, clearing, ECS - Service channels – ATM, POS, Internet, Mobile, Kiosks, payment Wallets. - Payment and collection of cheques - Opening, renewal and closure of FDs Account modifications and special situations	
G4	UC01GBVR04	Computer Application -I	3
		UNIT 1: Computer Architecture and Peripherals History and Generations of Computer, Classification and Components of Computer & its Interconnections, Computer Memory (Primary and Secondary Memory), Different storage Units of Computer System. Computer Hardware & Software and its types. UNIT 2: Operating System Operating System Definition, Different types of Operating System, Different Parts and Processes of Operating System, System Tools. UNIT 3: Network Fundamentals Computer Network Definition, Architecture and Requirement of Network, Types & Functions of Network and its Applications, Network Devices, Network Media and Internet Basics.	
S	Skill		
S1	UC01SBVR01	Retail Sales Associate – I	3
		Unit 1 : Process applications from customers for credit facilities PC1. identify the customer's needs for credit facilities. PC2. clearly explain to the customer the features and conditions of credit facilities. PC3. provide enough time and opportunities for the customer to ask for clarification or more information. PC4. accurately fill in the documents needed to allow the	

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		customer to get credit. PC5. successfully carry out the necessary credit checks and authorisation procedures. PC6. promptly refer difficulties in processing applications to the right person. Unit – 2 Deal with accidents and emergencies PC1. follow company procedures and legal requirements for dealing with accidents and emergencies. PC2. speak and behave in a calm way while dealing with accidents and emergencies. PC3. report accidents and emergencies promptly, accurately and to the right person. PC4. recognize when evacuation procedures have been started and follow company procedures for evacuation.	
S2	UC01SBVR02	Retail Sales Associate – II	5
		Unit – 1 Help keep the retail environment secure PC1. take prompt and suitable action to reduce security risks as far as possible, where it is within the limits of his/her responsibility and authority to do so. PC2. follow company policy and legal requirements when dealing with security risks. PC3. recognise when security risks are beyond his/her authority and responsibility to sort out, and report these risks promptly to the right person. PC4. use approved procedures and techniques for protecting personal safety when security risks arise. PC5. follow company policies and procedures for maintaining security while working. PC6. follow company policies and procedures for making sure that security will be maintained when he/she goes on breaks and when he/she finishes work. Unit – 2 Help to reduce health and safety risks PC5. follow the health and safety requirements laid down by the company and by law, and encourage colleagues to do the same. PC6. promptly take the approved action to deal with risks if he/she is authorised to do so. PC7. report risks promptly to the right person, if he/she does not have the authority. PC8. use equipment and materials in line with the manufacturer's instructions.	
S3	UC01SBVR03	Retail Sales Associate – III	5
		Unit – 1 Check the customer's preferences and buying decisions when making sales	



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		PC8. give customers enough time to evaluate products and ask questions. PC9. handle objections and questions in a way that promotes sales and keeps the customer's confidence. PC10. identify the need for additional and associated products and take the opportunity to increase sales. PC11. clearly acknowledge the customer's buying decisions. PC12. clearly explain any customer rights that apply. Unit – 2 Demonstrate products to customers PC1. prepare the demonstration area and check that it can be used safely. PC2. check whether the required equipment and products for demonstration are in place. PC3. demonstrate products clearly and accurately to customers. PC4. present the demonstration in a logical sequence of steps and stages. PC5. cover all the features and benefits he/she thinks are needed to gain the customer's interest. PC6. promptly clear away the equipment and products at the end of the demonstration and connect with the customer.	
		PC13. clearly explain to the customer where to pay for their purchases.	
S4	UC01SBVR04	Retail Sales Associate – IV	5
		Unit – 1 Help customers choose products PC1. find out which product features and benefits interest individual customers and focus on these when discussing products. PC2. describe and explain clearly and accurately relevant product features and benefits to customers. PC3. compare and contrast products in ways that help customers choose the product that best meets their needs. PC4. check customers' responses to his/her explanations, and confirm their interest in the product. PC5. encourage customers to ask questions & respond to their questions, comments & objections in ways that promote sales & goodwill. PC6. identify suitable opportunities to tell the customer about associated or additional products and do so in a way that promotes sales and goodwill. PC7. constantly check the store for security, safety and potential sales whilst helping customers. Unit – 2 Give customers information and advice on specialist	

24.07.22

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	products PC1. talk to customers politely and in ways that promote sales and goodwill. PC2. use the information given by the customer to find out what they are looking for. PC3. help the customer understand the features and benefits of the products they have shown an interest in. PC4. explain clearly and accurately the features and benefits of products and relate these to the customer's needs. PC5. promote the products that give the best match between the customer's needs and the store's need to make sales. PC6. spot and use suitable opportunities to promote other products where these will meet the customer's needs. PC7. control the time he/she spends with the customer to match the value of the prospective purchase. PC8. constantly check the store for safety, security and potential sales while helping individual customers. Unit – 3 Demonstrate specialist products to customers PC9. find out if the customer is willing to see a demonstration. PC10. set up demonstrations safely and in a way that disturbs other people as little as possible. PC11. check whether he/she has everything needed to give an effective demonstration. PC12. give demonstrations that clearly show the use and value of the product. PC13. offer customers the opportunity to use the product themselves, where appropriate. PC14. give customers enough chance to ask questions about the products or services he/she is demonstrating to them. PC15. check that the store will be monitored for security, safety and potential sales while he/she is carrying out demonstrations.	
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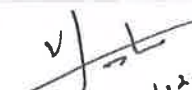
B. Voc Retail Management (BVOC_RM) SEM-2

G	General		
G5	UC01GBVR05	Business Organization and Management –II	3
		Unit 1: Foundation of Indian Business, Manufacturing and service sectors; Small and medium enterprises; Problems and government policy. India's experience of liberalisation and globalisation. Technological innovations and skill development. 'Make in India' Movement. Social responsibility and ethics Emerging opportunities in business; Franchising, Outsourcing, and E-commerce. Unit 2: Business Enterprises Forms of Business Organisation: Sole Proprietorship, Joint Hindu Family Firm, Partnership firm, Joint Stock Company, Cooperative society; Limited Liability Partnership; Choice of Form of Organisation. Government - Business Interface; Rationale and Forms of Public Enterprises. International Business. Multinational Corporations. Unit 3: Management and Organisation, The Process of Management: Planning; Decision-making; Strategy Formulation. Organizing: Basic Considerations; Departmentation – Functional, Project, Matrix and Network; Delegation and Decentralisation of Authority; Groups and Teams. Unit 4: Leadership, Motivation and Control Leadership: Concept and Styles; Trait and Situational Theory of Leadership. Motivation: Concept and Importance; Maslow Need Hierarchy Theory; Herzberg Two Factors Theory. Communication: Process and Barriers; Control: Concept and Process. Unit 5: Functional Areas of Management Marketing Management: Marketing Concept; Marketing Mix; Product Life Cycle; Pricing Policies and Practices Financial Management: Concept and Objectives; Sources of Funds – Equity Shares, Debentures, Venture Capital and Lease Finance. Securities Market, Role of SEBI. Human Resource Management: Concept and Functions; Basic Dynamics of Employer - Employee Relations	
G6	UC01GBVR06	Business Communication -II	3
		Unit – 1 Grammar : 1. Subject and Verb Agreement 2. Voice 3. Articles 4. Speech 5. Question tag 6. Framing of Questions Unit – 2 Writing Skills: 1. Letter Writing Letter of Application/Letter of Grievances/Resume Preparation 2. Comprehension	

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		3. Essay Writing Unit – 3 Speaking Skills : 1. Greeting 2. Requesting 3. Enquiring 4. Explaining 5. Reporting 6. Permission 7. Thanking	
G7	UC01GBVR07	Banking and Financial Law -II	3
		Unit –1Customer Centricity Selling skills and Customer Relationship Management - Understanding customer segments, needs - Customer satisfaction, problem solving - Introduction to selling, concepts, techniques - Follow the sales process to close sales Post- sale analysis to make process improvements. Unit 2: Financial Inclusion Through BC BF model - Need for financial literacy and inclusion - Initiatives, New banks, Challenges - BCBF model for financial inclusion Scope of activities of BC BF, do's and don'ts - Introduction to Pradhan Mantri Jan Dhan Yojana, initiatives, implementation - Facilities – overdraft, debit card, insurance - Technology models & initiatives - Role of BCs/BFs in financial inclusion	
G8	UC01GBVR08	Computer Application –II	3
		UNIT 1: Computer Security Computer Security Definition, Types of Security Threats, Different Threats Prevention Techniques. Computer Firewall, System Backup and Restore. UNIT 2: Practicum a. Introduction to MS-WORD Feature, File creation, Storing, Modification, Formation, Creation of Table, Splitting and Merging cells, Mail Merge etc. b. Introduction to MS - EXCEL Feature, File creation, Storing, Modification, Use of Formulas and Functions etc. c. Introduction to MS-PowerPoint Feature, File creation, Storing , Modification, Insertion of new Slides, Pictures, Tables etc. d. Application Software Installation: I. Installing Standard Software II. Creating and Configuring Email Account III. Configuring Web Browser	


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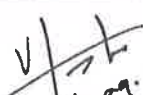
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		e. Windows BOOT Process.	
S	Skill		
S5	UC02SBVR05	Retail Team Leader - I	5
		Unit 1 Prepare to display products PC1. comply with health, safety and hygiene requirements and wear the correct personal protective clothing and equipment throughout the process. PC2. check whether the display area, equipment and accessories are clean and take prompt action on finding any problems. PC3. assemble and check products and additional materials and prepare them for use. PC4. review the products available for display, estimate the quantities required and select those products which are most suitable with regard to shelf life, demand, appeal and promotional requirements. PC5. prepare the display to ensure maximum appeal and to comply with product safety requirements. Unit - 2 Label displays of products PC6. confirm requirements for labelling of products with the relevant people. PC7. confirm label information is correct and conforms to legal and standard operational requirements, with the relevant people. PC8. position labels for products correctly. PC9. ensure that labels are legible, visible to customers, and securely positioned in the correct place. Unit – 3 Arrange and maintain products for display PC10. check and take steps to ensure that the display area always meets the requirement of hygiene, safety and saleability. PC11. transfer products safely to the display area according to instructions and PC12. specifications. PC13. arrange and promptly replace products and additional materials in a way that is attractive to customers and meets the requirements of hygiene and safety. PC14. reposition and reorganize the position of products and accessories, where product is not available, to maintain presentation and to meet trading conditions. PC15. monitor displays according to instructions and specifications. PC16. carry out any emergency cleaning procedures promptly when required. PC17. take prompt action to address any product or display related problem.	
S6	UC02SBVR06	Retail Team Leader – II	5
		Unit – 1 Interpret design briefs for retail displays PC1. identify the purpose, content and style of the display. PC2. identify the equipment, materials, merchandise and props needed to create and install the display and the dates for completing it.	

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		PC3. evaluate whether the place to put the display is likely to fulfil the design brief. PC4. create new and effective ways of improving the visual effect, within his/her limits of design brief, company's visual design policies and authority Unit – 2 Get hold of merchandise and props to be featured in retail displays PC5. confirm that the features of merchandise and props shown in the design brief are those most likely to attract customers' attention. PC6. identify other merchandise and props when those originally specified are not available or not suitable, and agree the selections with the right person. PC7. verify arrangements for delivery of merchandise & props with the right people, allowing enough time for deliveries to arrive before display must be installed. PC8. check the progress of deliveries and take suitable action if delays seem likely. PC9. update stock records to account for merchandise on display.	
S7	UC02SBVR07	Retail Team Leader – III	5
		Unit – 1 Establish customer needs PC1. stay alert to, and make unobtrusive observations about customer choices and movements within the store. PC2. heed to customer queries about the products and supplies they wish to purchase and unobtrusively and politely enquire about their purchase requirements, when necessary. PC3. help customers identify the product or supplies they wish to purchase and direct/accompany them to the exact store location where the specific product or supplies are stocked/displayed. PC4. confirm with customers that the products and supplies being packed, wrapped and billed exactly match their selections. Unit – 2 Satisfy customer needs PC5. extend appropriate courtesy to customers during the sales process and provide appropriate and accurate information and advice. PC6. provide information on variants of product and supplies available in the store and enable customers to make informed purchase decisions. PC7. enable customers to make choices appropriate with their product, supplies and brand preferences and complete their basket of purchases. PC8. advise the customer, where allowed by store or business policy, to sample the product or supplies in the course of the purchase decision. PC9. maintain prescribed levels of store, environmental and personal hygiene and ensure health and safety within the store environs and peripheral areas.	

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		PC10. ensure that customers fulfil their purchase process smoothly from start to billing by minimizing waiting times at different stages of the process.	
S8	UC02SBVR08	Retail Team Leader - IV	3
		Unit – 1 Processing the sale of products PC1. confirm prices of product and supplies with customers and ensure customers are agreeable to the pricing, terms and the department's business policies. PC2. confirm that customer is aware and agreeable to the modes of payment available at the department PC3. process payment or credit in line with business policies and ensure accurate accounting of units of purchased product or supplies and the payments and credits processed. PC4. ensure safe handling and movement of product and supplies off the racks and through to billing counters. PC5. ensure appropriate and accurate processing and safe storage of payments, vouchers, records and receipts. PC6. ensure proper functioning of departmental processes that lead to a sale and alert appropriate persons in case of a process malfunction or process failure. PC7. conclude dealing with customers with appropriate and prescribed mannerisms.	

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Proposed Curriculum

for

Bachelor in Vocational Course (B. Voc)

in

Banking and Financial Services (BFS)

(Course Approved by UGC skill based courses to institutions under NSQF)
(Letter No. F. No. 1-25/2018 (NSQF)/134 ; Dated:29/07/2019
F. No. 4-1/2020(NSQF); Dated: Sept. 2020)

Academic Year 2020-21

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 B. Voc Banking and Financial Services (BVOC_BFS)

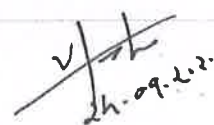
Sr. No.	Paper Code	Title of the paper	Credit	Total Hours
SEM – 1				
G	General	SEM- 1		
G1	UC01GBVB01	Business Organization and Management -I	3	
G2	UC01GBVB02	Business Communication -I	3	
G3	UC01GBVB03	Banking and Financial Law -I	3	
G4	UC01GBVB04	Computer Application -I	3	
S	Skill			
S1	UC01SBVB01	Business Correspondent -1	4	120
S2	UC01SBVB02	Business Correspondent -2	4	
S3	UC01SBVB03	Life Insurance Agent– 1	5	130
S4	UC01SBVB04	Life Insurance Agent– 2	5	
SEM-2				
G	General			
G5	UC01GBVB05	Business Organization and Management – II	3	
G6	UC01GBVB06	Business Communication -II	3	
G7	UC01GBVB07	Banking and Financial Law -II	3	
G8	UC01GBVB08	Computer Application –II	3	
S	Skill			
S5	UC02SBVB05	Accounts Executive (Recording and Reporting)-1	4	100
S6	UC02SBVB06	Accounts Executive (Recording and Reporting)-2	4	
S7	UC02SBVB07	Loan Approval Officer-1	5	150
S8	UC02SBVB08	Loan Approval Officer-2	5	

Code Detail : U=Under Graduate, C= Commerce, 01/02 = Semester, G= general paper, BV=B. Voc in BFS 01= Paper Number

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Sr. No.	Paper Code	Title of the paper	Credit
G	General	SEM- 1	
G1	UC01GBVB01	Business Organization and Management -I	3
		Unit I 1. The Business System 2. Entrepreneurial Process Unit II 1. The Process of Management 2. Managerial Planning 3. Nature and Process of Organising Unit III 1. Direction—Communication, Leadership and Motivation 2. Control : Concept and Process Unit IV 1. Marketing Management—Nature, Importance and Concept 2. Market Segmentation 3. Financial Management 4. Human Resource Management Unit V Change Management	
G2	UC01GBVB02	Business Communication -I	3
		UNIT-I Nature of Communication Process of Communication, Types of Communication (verbal & Non Verbal), Importance of Communication, Different forms of Communication, Barriers to Communication Causes, Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizational Barriers. UNIT-II Integrated Marketing Communication: Marketing Communication, Sales promotion, public relations and publicity, sponsorships, exhibitions, word of mouth promotion. UNIT-III Business Correspondence: Letter Writing, presentation, Inviting quotations, Sending quotations, Placing orders, Inviting tenders, Sales letters, claim & adjustment letters and social correspondence, Memorandum, Inter -office Memo, Notices, Agenda, Minutes, Job application letter, preparing the Resume. UNIT-IV (Communication Lab work) Role play on selected topics: Exercise1: Conversation between two students recorded on camera. To be self-critiqued Exercise2: Presentation on TV programmes watched on the previous day Exercise3: Rewriting Headlines of Newspapers (Hindi & English) on the display boards Exercise4: Using microphones (Public Speaking/Presentation Situations) Exercise5: Interview and Group Discussion sessions Exercise 6: Effective Presentation using various audio – visual aids	
G3	UC01GBVB03	Banking and Financial Law -I	3


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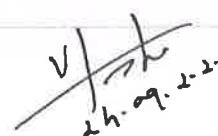
		Unit-1 Banking Regulations - Understanding the role of Reserve Bank of India and banking - Explain KYC and AML – Importance, policies, procedures, controls - Understanding Types of customer accounts – Individuals and non- Individual, Modes of operations Documents for account opening Unit-2 Banking Operations - Understanding the rules and regulations governing - Account opening process - Transactions in bank accounts – cash, transfer, clearing, ECS - Service channels – ATM, POS, Internet, Mobile, Kiosks, payment Wallets. - Payment and collection of cheques - Opening, renewal and closure of FDs Account modifications and special situations	
G4	UC01GBVB04	Computer Application -I	3
		UNIT 1: Computer Architecture and Peripherals History and Generations of Computer, Classification and Components of Computer & its Interconnections, Computer Memory (Primary and Secondary Memory), Different storage Units of Computer System. Computer Hardware & Software and its types. UNIT 2: Operating System Operating System Definition, Different types of Operating System, Different Parts and Processes of Operating System, System Tools. UNIT 3: Network Fundamentals Computer Network Definition, Architecture and Requirement of Network, Types & Functions of Network and its Applications, Network Devices, Network Media and Internet Basics.	
S	Skill		
S1	UC01SBVB01	Business Facilitator – 1	5
		Unit : 1 SOURCING NEW CUSTOMERS Spreading Awareness about banking and banking products Inform the customer regarding products, resolve queries, explain the application processes and requirements Unit 2: ASSIST WITH APPLICATION PROCESS Provide customer with forms needed and help in filling the application forms Verify information details and collect requisite documents	
S2	UC01SBVB02	Business Facilitator – 2	5
		Unit 1 : EXECUTE AND FACILITATE TRANSACTIONS Carry out regular banking transactions for customers Resolve Customer queries and complaints Unit 2 : PROVIDE ONGOING SERVICES Advise customers on other services and products Assist with recovery,	

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		credit counseling	
S3	UC01SBVB03	Loan Approval Officer – 1	5
		Unit 1 : Operations PC1. Receive list of applicants and the respective loans applied for PC2. Obtain all information/documents necessary for applying for each type of loan from sales agent/client liaison PC3. Verify whether all documents listed in the document checklist are received PC4. Check for type of loan applied for and required steps in the approval process for the same PC5. Obtain/prepare list of officers/departments that are required to sign-off on the various steps along the loan approval process PC6. Combine all collected documents into the loan file PC7. Scrutinize the file for any missing information/documents PC8. Contact client liaison or sales agent if any further documentation or clarifications are required to complete loan file PC9. Raise queries to manager/supervisor as appropriate in case any clarifications regarding the file are required PC10. Analyze applicant's financial status through documents received such as property related documents, income statements etc. PC11. Compile basic financial indicators such as accumulated repayment capacity indicator, free net cash flow indicator, indebtedness ratio etc. as required by organizational procedure PC12. Compute loan repayment schedule to determine most appropriate loan terms and conditions	
S4	UC01SBVB04	Loan Approval Officer – 2	3
		Unit 1: General/ Administrative PC13. Ensure loan file is developed in accordance with pre-defined structure PC14. Prepare summary sheet for loan file containing the key characteristics of the loan application and applicant profile including financial indicators compiled in a concise manner PC15. Label loan file with required instructions for various departments/officers and approvals necessary for processing the loan PC16. Prepare reports on status of loan files prepared PC17. Adhere to scheduled timelines for compiling documents PC18. Inform Supervisor of any technical errors/delays encountered	

SEM-2

G	General		
G5	UC01GBVB05	Business Organization and Management –II	3
		Unit 1: Foundation of Indian Business, Manufacturing and service sectors; Small and medium enterprises; Problems and government policy.	


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		India's experience of liberalisation and globalisation. Technological innovations and skill development. 'Make in India' Movement. Social responsibility and ethics Emerging opportunities in business; Franchising, Outsourcing, and E-commerce. Unit 2: Business Enterprises Forms of Business Organisation: Sole Proprietorship, Joint Hindu Family Firm, Partnership firm, Joint Stock Company, Cooperative society; Limited Liability Partnership; Choice of Form of Organisation. Government - Business Interface; Rationale and Forms of Public Enterprises. International Business. Multinational Corporations. Unit 3: Management and Organisation, The Process of Management: Planning; Decision-making; Strategy Formulation. Organizing: Basic Considerations; Departmentation – Functional, Project, Matrix and Network; Delegation and Decentralisation of Authority; Groups and Teams. Unit 4: Leadership, Motivation and Control Leadership: Concept and Styles; Trait and Situational Theory of Leadership. Motivation: Concept and Importance; Maslow Need Hierarchy Theory; Herzberg Two Factors Theory. Communication: Process and Barriers; Control: Concept and Process. Unit 5: Functional Areas of Management Marketing Management: Marketing Concept; Marketing Mix; Product Life Cycle; Pricing Policies and Practices Financial Management: Concept and Objectives; Sources of Funds – Equity Shares, Debentures, Venture Capital and Lease Finance. Securities Market, Role of SEBI. Human Resource Management: Concept and Functions; Basic Dynamics of Employer - Employee Relations	
G6	UC01GBVB06	Business Communication -II	3
		Unit – 1 Grammar : 1. Subject and Verb Agreement 2. Voice 3. Articles 4. Speech 5. Question tag 6. Framing of Questions Unit – 2 Writing Skills: 1. Letter Writing Letter of Application/Letter of Grievances/Resume Preparation 2. Comprehension 3. Essay Writing Unit – 3 Speaking Skills : 1. Greeting 2. Requesting 3. Enquiring 4. Explaining 5. Reporting 6. Permission	

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		7. Thanking	
G7	UC01GBVB07	Banking and Financial Law -II	3
		Unit –1Customer Centricity Selling skills and Customer Relationship Management - Understanding customer segments, needs - Customer satisfaction, problem solving - Introduction to selling, concepts, techniques - Follow the sales process to close sales Post- sale analysis to make process improvements. Unit 2: Financial Inclusion Through BC BF model - Need for financial literacy and inclusion - Initiatives, New banks, Challenges - BCBF model for financial inclusion Scope of activities of BC BF, do's and don'ts - Introduction to Pradhan Mantri Jan Dhan Yojana, initiatives, implementation - Facilities – overdraft, debit card, insurance - Technology models & initiatives - Role of BCs/BFs in financial inclusion	
G8	UC01GBVB08	Computer Application –II	3
		UNIT 1: Computer Security Computer Security Definition, Types of Security Threats, Different Threats Prevention Techniques. Computer Firewall, System Backup and Restore. UNIT 2: Practicum - Introduction to MS-WORD Feature, File creation, Storing, Modification, Formation, Creation of Table, Splitting and Merging cells, Mail Merge etc. - Introduction to MS - EXCEL Feature, File creation, Storing, Modification, Use of Formulas and Functions etc. - Introduction to MS-PowerPoint Feature, File creation, Storing , Modification, Insertion of new Slides, Pictures, Tables etc. - Application Software Installation: - Installing Standard Software - Creating and Configuring Email Account - Configuring Web Browser - Windows BOOT Process.	
S	Skill		
S5	UC02SBVB05	Executive Payroll –I	5
		Unit -1 UNDERSTANDING PAYROLL AND SALARY Explain the components of salary, maintain employee related details pertaining to advances paid and recovered, seek and receive Income Tax declarations from employees, understand details about deductions relating to statutory deductions such as Provident Fund, ESI, Professional Tax etc. Unit – 2 PAYROLL ACCOUNTING AND ACCOUNTING	

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		SOFTWARE Passing accounting entry either electronically or in the physical records as is the case with the organization. Explain double entry system of accounting. Give effect to various components of salary account such as Basic salary account (a/c), HRA a/c, Allowances a/c, deductions, tax account etc. Unit – 3 PREPARATION OF SALARY ADVICE Record and maintain details of employees such as their salary, leave, deductions and adjustments, and with the help of these accumulated data, prepare worksheet to derive the net salary payable to employees. Unit – 4 EMPLOYEE RECORDS AND SALARY REGISTER Have access to and verify documents related to employee salary details, apply knowledge about the deductions relating to PF, ESI etc. and maintain records of the same for future audit and reference. Unit – 5 (PREPARATION OF STATUTORY ADVICE (INCOME TAX, PF, ESI) Explain statutory deductions as applicable to the organization and prepare advice statements relating to Income Tax, Professional Tax (PT) deduction, Provident Fund (PF) deduction and Employee State Insurance (ESI) deduction. Calculate the gross total of all these deductions and arrive at a single amount as is payable by the organization to the employees as monthly compensation.	
S6	UC02SBVB06	Executive – Payroll –II	3
		Unit – 1 SALARY JOURNAL Prepare the net salary payable statement in the prescribed format of the company which would detail the earnings of employees, deductions to be made from employee's salaries as this is the transactional document for recording the salary details into the books of accounts of the organization. Unit – 2 VOUCHER PREPARATION Understand and select the voucher, update the approved payment details on to the voucher and then to update the books of accounts Unit – 3 DOCUMENTATION Understand the importance of filing and record keeping. File the transactional documents, employee details and other related documents for seamless retrieval according to the accounting period	
S7	UC02SBVB07	Account Executive –I (Record)	5
		Unit – 1: Introduction to Accountancy and Recording Receipts PC-1: Classifying receipts other than from customers PC-2 :Receiving and acknowledging the receipts PC-3: Generating transactional documents PC-4: Recording the receipts into the books of accounts PC-5: Differentiate any miscellaneous receipts in cash or otherwise by the company PC-6: Match and verify the document on the basis of which the amount is receive Unit – 2 : Recording Payments	

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		PC-1 Classify payments other than to suppliers PC-2 Generation of transactional documents PC-3 Preparation of mode of payment Recording payments in the books of accounts PC-4 Differentiate any miscellaneous payment to be made by the company PC-5 Verification and validation of documents based on which payment has to be made Unit – 3 Recording for Provisions PC-1 Creation of provisions for certain expenses/doubtful debts. PC-2 Obtaining all the related documents based on which provisions are to be made. PC-3 Analyse the pattern of related receipts/payments and its effects on the normal business transactions. PC-4 Verification and validation of the documents and calculation of the amount to be provided for as provision. PC-5 Selecting appropriate voucher type to record this transaction.	
S8	UC02SBVB08	Account Executive –II (Report)	5
		Unit – 1 Preparation of Bank Reconciliation Statement PC- 1 Ascertain the period for which bank reconciliation statement is to be prepared. PC- 2 Obtain the bank statement for the concerned period. PC- 3 Identify the transactions that are either omitted or not recorded in any one of the documents. PC- 4 Preparation of the worksheet, giving effect to all the recorded adjustments that leads to the matching of the ledger balances with that of the balance as per the bank statement Unit 2 : Preparation of Depreciation Worksheet PC- 1 Ascertain the depreciation policy of the company. PC-2 Determining depreciation rates relating to the type of assets. PC- 3 Explaining the cost capitalization concept Determining block of assets. PC- 4 Preparation of a tabular statement with details of assets such as classification of assets, date of purchase (for new assets purchased), applicable rates of depreciation, book value as on the said date and depreciation amount. Unit-3 Preparing and presenting reports PC-1 Preparation and presentation of reports on Profit and Loss account, ledger balances (with details) and Balance Sheet.	

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Proposed Curriculum
for
Diploma
in
Event Management (DP_EM)

(Course Approved by UGC skill based courses to institutions under NSQF)

(Letter No. F. No. 1-25/2018 (NSQF)/134 ; Dated:29/07/2019

F. No. 4-1/2020(NSQF); Dated: Sept. 2020)

Academic Year 2020-21

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Diploma Event Management (DP_EM)

Sr. No.	Paper Code	Title of the paper	Credit	Total Credit
G	General	SEM-1		
G1	DC01GDEM01	PRINCIPLES OF EVENT MANAGEMENT	3	
G2	DC01GDEM02	EVENT PLANNING & TEAM MANAGEMENT	3	
G3	DC01GDEM03	BASIC EVENT ACCOUNTING	3	
G4	DC01GDEM04	EVENT MARKETING AND ADVERTISING	3	12
S	Skill			
S1	DC01SDEM01	Event Management		18
G	General	SEM-2		
G5	DC02GDEM05	EVENT LEADERSHIP & COMMUNICATION	3	
G6	DC02GDEM06	FOUNDATION COURSE IN ENGLISH	3	
G7	DC02GDEM07	EVENT SAFETY AND SECURITY	3	
G8	DC02GDEM08	Organization Of Events, Values & Ethics Of Event Industry	3	12
S	Skill			
S3	DC02SDEM03	On the Job Training	9	
S4	DC02SDEM04	Project and Dissertation	9	18

Code Detail : D=Diploma, C= Commerce, 01/02 = Semester, G= general paper, DG= Diploma in EM, 01= Paper Number

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Diploma Event Management (DP_EM)

SEM-1

Sr. No.	Content	Total Credit
G1	PRINCIPLES OF EVENT MANAGEMENT (DC01GDEM01)	3
	Unit I Historical Perspective, Introduction to event Management, Size & type of event, Event Team, Code of ethics Unit II Principles of event Management, concept & designing. Analysis of concept, Logistics of concept. Unit III Feasibility, Keys to success, SWOT Analysis	
G2	EVENT PLANNING & TEAM MANAGEMENT (DC01GDEM02)	3
	Unit I Aim of event, Develop a mission, Establish Objectives Preparing event proposal, Use of planning tools Unit II Protocols, Dress codes, staging, staffing Unit III Leadership, Traits and characteristics	
G3	BASIC EVENT ACCOUNTING (DC01GDEM03)	3
	Budget, break even point, cash flow analysis, Profit & loss statement, balance sheet, panic payments, financial control system	
G4	EVENT MARKETING AND ADVERTISING (DC01GDEM04)	3
	Unit I Nature of Marketing, Process of marketing Marketing mix, Sponsorship Unit II Image, Branding, Advertising Publicity and Public relations	
Skilled		
S1	Event Management -1(DC01SDEM01)	18
	Unit 1 : Welcoming the customer PC1. receive the customers with a smile or welcoming mail/ telephonic response PC2. ensure that any of the customers who walk-in are not left unattended PC3. offer refreshments to the walk-in customer PC4. make the customers comfortable and be accessible to them for any queries PC5. explain the different services and products that the company offers PC6. brief them on any promotional plans that may be on-going	5
	Unit 2 : Engaging with customer and identifying their needs PC7. understand the type of tour the customers are looking for, such as a leisure package, heritage package, pilgrimage package, cruise package, adventure package, etc.	5

	PC8. understand the needs of the customer if they are planning for a multiple place visit or a single location PC9. initiate queries and identify the needs of the customer based on their travel needs, shopping needs, package needs, etc. PC10. understand the duration of their travel, number of people planning the travel, mode of travel, budget, etc. PC11. understand an appropriate destination of their interest, travel dates, accommodation preferences, etc. PC12. identify the type of group planning the travel such as family, friends, colleagues, etc.	
	Unit 3 Engaging with customer and identifying their needs PC13. analyze the type of package that can be offered based on the customer needs and their budget PC14. suggest some best place options, best things to do in these places, best eateries and experiences to have, etc. to the customers who have not planned of any particular travel destination or type PC15. ensure to be polite and listen to them with attentiveness understanding their requirement PC16. send mails or stay in touch through phone if the walk in customers do not confirm their booking across the table and ask time for deciding PC17. ensure to be updated on the current prices of the accommodation, transportation, travel fares, etc. from the procurement team PC18. keep the customers posted on any new product arrivals	5
	Unit4 : Attending to booking queries PC19. handle the incoming calls, mail and walk-ins from travel agents and direct customers PC20. brief the customers on the rough estimate cost of the package according to their needs PC21. inform the customers on the terms and conditions of pay and other details as per company policy PC22. educate the customers on the destinations completely making it easier for them to choose PC23. suggest alternative travel plans and dates to the customers if any interesting event or entertainment is to happen at those dates in the destination	3

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Diploma Event Management (DP_EM)

SEM- 2

General	EVENT LEADERSHIP & COMMUNICATION (DC02GDEM05)	3
G5	Unit I Leadership skills , Managing team , Group development, Managing meetings Unit II Written communications, (Official, demi-official, Invoice). Verbal communications	
G6	Business Communication –II (DC02GDEM06)	3
	Unit – 1 Grammar : 1. Subject and Verb Agreement 2. Voice 3. Articles 4. Speech 5. Question tag 6. Framing of Questions Unit – 2 Writing Skills: 1. Letter Writing Letter of Application/Letter of Grievances/Resume Preparation 2. Comprehension 3. Essay Writing Unit – 3 Speaking Skills : 1. Greeting 2. Requesting 3. Enquiring 4. Explaining 5. Reporting 6. Permission 7. Thanking	
G7	EVENT SAFETY AND SECURITY (DC02GDEM07)	3
	Unit I Security, Occupational safety, Crowded management Unit II Major risks and emergency planning, Incident reporting, emergency procedures	
G8	Organization Of Events, Values & Ethics Of Event Industry (DC02GDEM08)	3
	Code of ethics, professional association Concept, theme, Fabrication, light & sound, handling vendors	
S	Skill	
S3	On the Job Training (DC02SDEM03)	9
S4	Project and Dissertation (DC02SDEM04)	9

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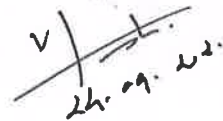
Proposed Curriculum
for
Diploma
in
Goods and Service Tax (DP_GST)

(Course Approved by UGC skill based courses to institutions under NSQF)

(Letter No. F. No. 1-25/2018 (NSQF)/134 ; Dated:29/07/2019

F. No. 4-1/2020(NSQF); Dated: Sept. 2020)

Academic Year 2020-21


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Diploma Goods and Service Tax(DP_GST)

Sr. No.	Paper Code	Title of the paper	Credit	Total Credit
SEM - 1				
G	General	SEM- 1		
G1	DC01GDGS01	Business Organization and Management -I	3	
G2	DC01GDGS02	Business Communication -I	3	
G3	DC01GDGS03	Environmental Studies -I	3	
G4	DC01GDGS04	Computer Application -I	3	12
S	Skill			
S1	DC01SDGS01	GST-1	9	
S2	DC01SDGS02	GST-2	9	18
SEM-2				
G	General			
G5	DC02GDGS05	Business Organization and Management - II	3	
G6	DC02GDGS06	Business Communication -II	3	
G7	DC02GDGS07	Environmental Studies -II	3	
G8	DC02GDGS08	Computer Application -II	3	12
S	Skill			
S3	DC02SDGS03	On the Job Training	9	
S4	DC02SDGS04	Project and Dissertation	9	18

Code Detail : D=Diploma, C= Commerce, 01/02 = Semester, G= general paper, DG= Diploma in GST, 01= Paper Number

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SEM-1

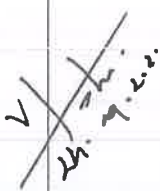
Sr. No.	Content	Total Credit
G1	Business Organization and Management –I(DC01GDGS01)	3
	Unit I 1. The Business System 2. Entrepreneurial Process Unit II 1. The Process of Management 2. Managerial Planning 3. Nature and Process of Organising Unit III 1. Direction—Communication, Leadership and Motivation 2. Control : Concept and Process Unit IV 1. Marketing Management—Nature, Importance and Concept 2. Market Segmentation 3. Financial Management 4. Human Resource Management Unit V Change Management	
G2	Business Communication -I (DC01GDGS02)	3
	UNIT-I Nature of Communication Process of Communication, Types of Communication (verbal & Non Verbal), Importance of Communication, Different forms of Communication, Barriers to Communication Causes, Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizational Barriers. UNIT-II Integrated Marketing Communication: Marketing Communication, Sales promotion, public relations and publicity, sponsorships, exhibitions, word of mouth promotion. UNIT-III Business Correspondence: Letter Writing, presentation, Inviting quotations, Sending quotations, Placing orders, Inviting tenders, Sales letters, claim & adjustment letters and social correspondence, Memorandum, Inter -office Memo, Notices, Agenda, Minutes, Job application letter, preparing the Resume. UNIT-IV (Communication Lab work) Role play on selected topics: Exercise1: Conversation between two students recorded on camera. To be self-critiqued Exercise2: Presentation on TV programmes watched on the previous day Exercise3: Rewriting Headlines of Newspapers (Hindi & English) on the display boards Exercise4: Using microphones (Public Speaking/Presentation Situations) Exercise5: Interview and Group Discussion sessions Exercise 6: Effective Presentation using various audio – visual aids	

G3	Environmental Studies -I (DC01GDGS03)	3
	Unit 1: Environment and natural systems Introduction to Environment and Environmental Studies• Definition and Components of Environment, Relationship between the different• components of Environment Man and Environment relationship• Impact of technology on Environment, Environmental Degradation• Multidisciplinary nature of the Environment studies• Its scope and importance in the present day Education System• UNIT 2: Ecology and Ecosystems: Introduction: Ecology- Objectives and Classification• Concept of an ecosystem-structure and functions of ecosystem• Components of ecosystem- Producers, Consumers, Decomposers• Bio-Geo- Chemical Cycles- Hydrologic Cycle, Carbon cycle, Energy Flow in Ecosystem,• Food Chains, Food webs ,Ecological Pyramids Major Ecosystems: Forest Ecosystem, Grassland Ecosystem, Desert Ecosystem, Aquatic• Ecosystem, Estuarine Ecosystem. Unit 3: Natural Resources Renewable and Non-renewable resources, exploitation and conservation, Water resources: Surface and Ground water sources, Indian and Global scenario.• Land as a resource, land use change and land degradation Forest resources: Definition and Classification of Forests• Ecological and Economic importance and benefits of forest, Indian scenario, Deforestation: causes and effects, case studies remedial measures Food resources: Sources of food, Global and Indian food demand scenario,• Limits of food production, Environmental effects of Agriculture Energy resources: Renewable and non renewable energy sources, use of alternate energy• sources, growing energy needs, case studies Mineral resources: Definition and Classification of minerals, mining issues Case studies.• Role of individual in conservation of natural resources• Unit 4 : Biodiversity and its Conservation Biodiversity : Definition, Levels of biological diversity : genetic, species and ecosystem• diversity Biogeographic zones of India• Hot spots of biodiversity• Ecosystem and biodiversity services: Ecological, economic, social, ethical, aesthetic and• Informational values Biodiversity patterns• India as a mega-biodiversity nation• Threats to biodiversity: Habitat loss, poaching of wildlife, man-wildlife conflicts,• biological invasions. Endangered and endemic species of India• Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity.	
	Computer Application -I (DC01GDGS04)	3
	UNIT 1: Computer Architecture and Peripherals History and Generations of Computer, Classification and Components of Computer & its Interconnections, Computer Memory (Primary and Secondary Memory), Different storage Units of Computer System. Computer Hardware & Software and its types.	

	UNIT 2: Operating System Operating System Definition, Different types of Operating System, Different Parts and Processes of Operating System, System Tools. UNIT 3: Network Fundamentals Computer Network Definition, Architecture and Requirement of Network, Types & Functions of Network and its Applications, Network Devices, Network Media and Internet Basics.	
Skilled		
S1	GST-1(DC01SDGS01)	9
	Unit 1 : Identifying Taxable GST Event PC1. Recognise the applicability of SGST, CGST and IGST PC2. Define the concept of supply PC3. Differentiate between taxable and non- taxable supply PC4. Define the taxable event with respect to supply of goods PC5. Identify the place of supply so as to decide the applicability of the tax PC6. Define what is meant by the location of supplier of goods	3
	Unit 2 Marinating GST records and filling GST return and registration Under GST PC1. List down the registration process for single or separate business PC2. Note down the details to be furnished during the registration PC3. Differentiate between taxable person verses registered person PC4. Understand the benefits of registration PC5. Register an Assessee under GST Independently	3
	Unit 3 Marinating GST records and filling GST return and Calculation of Tax Liability PC6. Identify instances for eligibility of input credit PC7. Identify set-offs under GST wherever applicable PC8. Identify in detail carry over credit, capital goods credit, embedded credits etc. PC9. Differentiate between consideration and valuation	3
S2	GST – 2 (DC01SDGS02)	9
	Unit 1 : Maintaining GST Records and Filing Returns : PC10. Maintain the different types of ledgers PC11. Prepare different types of periodic returns to be filed PC12. File Returns Online	3
	Unit 2 : Maintaining GST Records and Filing Returns and Payment Under GST: PC13. List the different types of payment, due dates, modes of payment with rules and collection of tax, penalties etc. PC14. Differentiate on TDS versus TCS PC15. Calculate the amount of tax payable PC16. Make the payment online	6

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SEM- 2

General	Business Organization and Management –II (DC02GDGS05)	3
G5	Unit 1: Foundation of Indian Business, Manufacturing and service sectors; Small and medium enterprises; Problems and government policy. India's experience of liberalisation and globalisation. Technological innovations and skill development. 'Make in India' Movement. Social responsibility and ethics Emerging opportunities in business; Franchising, Outsourcing, and E-commerce. Unit 2: Business Enterprises Forms of Business Organisation: Sole Proprietorship, Joint Hindu Family Firm, Partnership firm, Joint Stock Company, Cooperative society; Limited Liability Partnership; Choice of Form of Organisation. Government - Business Interface; Rationale and Forms of Public Enterprises. International Business. Multinational Corporations. Unit 3: Management and Organisation, The Process of Management: Planning; Decision-making; Strategy Formulation. Organizing: Basic Considerations; Departmentation – Functional, Project, Matrix and Network; Delegation and Decentralisation of Authority; Groups and Teams. Unit 4: Leadership, Motivation and Control Leadership: Concept and Styles; Trait and Situational Theory of Leadership. Motivation: Concept and Importance; Maslow Need Hierarchy Theory; Herzberg Two Factors Theory. Communication: Process and Barriers; Control: Concept and Process. Unit 5: Functional Areas of Management Marketing Management: Marketing Concept; Marketing Mix; Product Life Cycle; Pricing Policies and Practices Financial Management: Concept and Objectives; Sources of Funds – Equity Shares, Debentures, Venture Capital and Lease Finance. Securities Market, Role of SEBI. Human Resource Management: Concept and Functions; Basic Dynamics of Employer - Employee Relations	3
G6	Business Communication –II (DC02GDGS06)	3
	Unit – 1 Grammar : 1. Subject and Verb Agreement 2. Voice 3. Articles 4. Speech 5. Question tag 6. Framing of Questions Unit – 2 Writing Skills: 1. Letter Writing Letter of Application/Letter of Grievances/Resume Preparation 2. Comprehension 3. Essay Writing	

	Unit – 3 Speaking Skills : 1. Greeting 2. Requesting 3. Enquiring 4. Explaining 5. Reporting 6. Permission 7. Thanking	
G7	Environmental Studies –II (DC02GDGS07) UNIT 1: Environmental pollution: Types of Environmental Pollution:• Water Pollution: Introduction – Water Quality Standards, Sources of Water Pollution:• Industrial Agricultural, Municipal; Classification of water pollutants, Effects of water pollutants, Eutrophication. b) Marine pollution: Causes, effects and control.• c) Air Pollution: Composition of air, Structure of atmosphere, Ambient Air Quality• Standards, Classification of air pollutants, Sources of common air pollutants like PM, SO ₂ , NO _x , Natural & Anthropogenic Sources, Effects of common air pollutants d) Soil Pollution: causes, effects and control.• e) Noise Pollution: Introduction, Sound and Noise, Noise measurements, Causes and• Effects f) Thermal Pollution: Causes, effects and control.• g) Nuclear hazards and human health risks.• Solid waste management: Control measures of urban and industrial waste.• Role of individual in the prevention of pollution, Pollution case studies. UNIT 2: Sustainable development and Environmental issues and Policies.: Sustainable development: Meaning, changes in resource utilization, urbanization.• Water conservation: watershed management and Rain water harvesting.• Environmental issues: Climate change, global warming, acid rain, ozone layer depletion.• Disaster management: floods, drought, earthquake, cyclones and landslides.• Wasteland reclamation.• Environment Protection Act: Air, Water, Wildlife (Prevention and Control of Pollution)• Forest Conservation Act.• Issues involved in enforcement of environmental legislation.• Environment: rights and duties. Unit 3 : Human Population and the Environment: Population growth, Explosion, demographic variation among nations.• Family welfare Program.• Environment, human health and welfare; infectious and lifestyle diseases in• contemporary world. Value Education: Environmental ethics.• HIV/AIDS• Women and Child welfare.• Role of information technology in Environment and human health Unit 4: Field visit: Field work Visit to an area to document environmental assets :river/ forest/ grassland/• hill/ mountain Visit to a local polluted site- Urban/Rural/Industrial/Agricultural.• Visit to the solid waste treatment plant and water treatment plant.• Video:	3
G8	Computer Application –II (DC02GDGS08)	3

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	UNIT 1: Computer Security Computer Security Definition, Types of Security Threats, Different Threats Prevention Techniques. Computer Firewall, System Backup and Restore. UNIT 2: Practicum a. Introduction to MS-WORD Feature, File creation, Storing, Modification, Formation, Creation of Table, Splitting and Merging cells, Mail Merge etc. b. Introduction to MS - EXCEL Feature, File creation, Storing, Modification, Use of Formulas and Functions etc. c. Introduction to MS-PowerPoint Feature, File creation, Storing , Modification, Insertion of new Slides, Pictures, Tables etc. d. Application Software Installation: I. Installing Standard Software II. Creating and Configuring Email Account III. Configuring Web Browser e. Windows BOOT Process.	
S	Skill	
S3	On the Job Training (DC02SDGS03)	9
S4	Project and Dissertation (DC02SDGS04)	9

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Proposed Curriculum On Certificate Course Financial Market (CCFM)

(Certificate Course Approved by UGC skill based courses to institutions under NSQF for the academic year 2020-21)

(Letter No. F. No. 4-1/2020(NSQF) Dated: sept.2020)

Academic year 2020-21

SECTOR:	BFSI
SUB-SECTOR:	Banking and Finance
Course Code:	CCFM
NSQF LEVEL:	4

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Proposed Certificate Course

Financial Market

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a Financial Service Consultant, in the "BFSI" Sector/Industry and aims at building the following key competencies amongst the learner

Program Name:	Certificate Course Financial Market		
Course Code:	CCFM, Version No. 1.0		
Version No.:	1.0	Version Update Date	22 – 09 – 2020
Pre-requisites to Training Training Outcomes	Minimum qualification – Class XII (Pass or Fail) or Equivalent After completing this programme, participants will be able to: • Educate prospective clients about various banking products and Financial services • Initiate application process for various types of accounts on behalf of clients • Initiate application process for various types of loans on behalf of clients • Conduct KYC verification and collect documents to support the verification • Follow up with the bank's staff on processing of applications for various accounts and loans • Resolve queries that clients may have regarding various products, status of their applications / loans, interest computations and so on • Assist clients in executing payments / transfers • Assist clients in availing other banking services as required from time to time • Update the bank's MIS with daily / weekly status reports • Initiate application process for Insurance Sector and Mutual Fund		

This course encompasses 4 out of 4 National Occupational Standards (NOS) Qualification Pack issued by "The BFSI Sector Skill Council of India".

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Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Key Learning Outcomes	Corresponding NOS Code	Equipment Required
1	Introduction to Banking Sector	10	20	- Learn about basics of Banking - Understand the History and evolution of Banking in India - Banking Structure in India - Differentiate types of banking - Learn about recent trends in banking	CCFM101	White board, Marker, Overhead projector, Laptop, Internet access
2	Banking Products and Customers	10	40	- Differentiate types of Customers - Recognize Bank-Customer relationships - Learn about Deposit Products - Apply the Principles of Lending - Learn about Lending Products - Comprehend Codes of operation	CCFM101	White board, Marker, overhead projector, laptop, internet access, bank account opening forms, Sample KYC forms and documents
3	Basics of Stock Markets	10	20	- Open client Accounts - Apply KYC norms in account opening process - Primary and Secondary Market - IPO, Stock Exchanges	CCFM102	White board, Marker, overhead projector, laptop, internet access, bank account opening forms, Sample KYC forms and documents
4	Transactional Tools	10	20	- Describe Payment mechanisms - Describe the working of Internet, Mobile banking - Perform Interest calculation - Learn about E wallets - Learn the usage of Negotiable instruments	CCFM102	White board, Marker, overhead projector, laptop, internet access, payment deposit slips, neft forms
5	Basics of Insurance	20	40	- Learn about basics of Insurance - Understand the History and evolution of Insurance Sector - Differentiate types of Insurance - Life Insurance Product and General Insurance Products - Learn about recent trends in Insurance	CCFM103	White board, Marker, overhead projector, laptop, internet access
6	Regulatory aspects	20	40	- Describe the Role and functions of RBI - Learn Banking regulation act - Learn RBI Act - Role and Functions of SEBI - Role and Functions of IRDA	CCFM104	White board, Marker, overhead projector, laptop, internet access

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Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Key Learning Outcomes	Corresponding NOS Code	Equipment Required
7	Communication Skill	20	40	- Learn Basics of Communication - Apply various forms of communication - Make communication effective - Perform client Negotiations - Use appropriate Telephone etiquette and Meeting etiquette - Sell various banking and Financial products	CCFM105	White board, Marker, overhead projector, laptop, internet access, Chart paper for activities
8	Mutual Fund	20	40	- Learn about basics of Mutual Fund - Understand the History and evolution of Mutual Fund - Classification of Mutual Fund - Learn about recent trends in Mutual Fund	CCFM106	White board, Marker, overhead projector, laptop, internet access, Chart paper for activities
9	Computer Application	20	40	- Use of Computer in Banking and Financial Products - Basic Computer - Internet	CCFM107	White board, Marker, overhead projector, laptop, internet access,
	Total	140	300			
	Total = 440 Hours	440 hours				
	Total Credit require for the Course	30 Credit		1Credit=15 hours 30 Credits = 450 Hours		
	Duration of the Course	6 Month = 180 Days		1 Day =3 Hours		

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Annexure1: Assessment Criteria

Assessment Criteria for Certificate Course Banking and Financial Services

Job Role	Financial Service Consultant
Course Code	CCBFS / 001, Version No. 1.0
Sector Skill Council	BFSI Sector Skill Council of India

Sr. No.	Guidelines for Assessment
1	The assessment for the theory part will be based on knowledge bank of questions created by the Centre
2	Individual assessment Centre will create unique question papers for theory part for each candidate at each examination/training centre.
3	Individual assessment Centre will create unique evaluations for skill practical for every student at each examination/training centre based on these criteria
4	To pass the Qualification Pack, every trainee should score the minimum percentage assign to that job role, aggregate of theory and practical.
5	In each paper there will be 60 questions each though it's online or offline.
6	The assessor will be required to translate the questions from English to local language. And the VIVA also be conducted in English or local language as per their comfort.
7	VIVA will be conducted with Online as well as Offline exams.
8	Pass percentage for the course will be 50.

ASSESSMENT OUTCOME (NOS CODE AND DESCRIPTION)	Assessment criteria (pc)	Total Marks	Out Of	MARKS ALLOCATION	
				Theory	Skills Practical
CCFM101 Introduction to Banking Sector and Banking Products and Customers	Spreading Awareness about banking and banking products Inform the customer regarding products, resolve queries, explain the application processes and requirements	100	100	30	70
CCFM102 KYC and Application and Transactional Tools	Provide customer with forms needed and help in filling the application forms Verify information details and collect requisite documents	100	100	30	70
CCFM103 Basics of Insurance	Carry out regular Insurance transactions for customers	100	100	30	70
CCFM104 Regulatory aspects	Advise customers on other services and products Assist with credit counselling, financial services etc.	100	100	30	70
CCFM105 Communication Skill	Carry out regular financial transactions for customers Resolve Customer queries and complaints	100	100	30	70
CCFM106 Mutual Fund	Advise customers on other services and products Assist with Investment and related product	100	100	30	70
CCFM107 Computer Application	Carry out Computer knowledge and apply in the practical way	100	100	30	70
TOTAL		700		250	450

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Annexure2: Trainer Prerequisites for Job role: "Financial Service Consultant" mapped to Qualification Pack: "BSC / Q 0301"

Sr. No.	Area	Details
1	Job Description	To deliver accredited training service, mapping to the curriculum detailed above, in accordance with the Qualification Pack "BSC / Q 0301".
2	Personal Attributes	Aptitude for conducting training, and pre/ post work to ensure competent, employable candidates at the end of the training. Strong communication skills, interpersonal skills, ability to work as part of a team; a passion for quality and for developing others; well-organised and focused, eager to learn and keep oneself updated with the latest in the mentioned field.
3	Minimum Educational Qualifications	Post Graduate or equivalent
4	Domain Certification	Certified for Job Role: "Financial Service Consultant" mapped to QP: "BSC / Q 0301". Minimum accepted score as per respective SSC guidelines.
5	Platform Certification	Recommended that the Trainer is certified for the Job Role: "Trainer", mapped to the Qualification Pack: "SSC/1402". Minimum accepted score as per respective SSC guidelines.

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Basic Guideline

For Skill Based Programme

Managed by Jivan Jyot Trust, Amroli
J.Z. Shah Arts & H.P. Desai Commerce College, Amroli

1. Introduction

All India Council for Technical Education (AICTE) Ministry of HRD, Government of India has introduced Entrepreneurship oriented Skill development courses of B.Voc/D.Voc/Skill Diploma. These courses will be run by AICTE approved institutes by using available infrastructure and facilities. In these courses the institute will conduct general education content and sector specific skills will be imparted by Skill Knowledge Providers/ Training Providers/ Industries.

Key Features:

Objectives

- To provide judicious mix of skills relating to a profession and appropriate content of General Education.
- To ensure that the students have adequate knowledge and skills, so that they are work ready at each exit point of the programme.
- To provide flexibility to the students by means of pre-defined entry and multiple exit points.
- To integrate NSQF within the Diploma, undergraduate level of higher education to enhance employability of the students and meet industry requirements. Such student apart from meeting the needs of local and national industry are also expected to be equipped to become part of the global workforce.
- To provide vertical mobility to students admitted in such vocational courses.
- The certification levels will lead to Diploma/Advanced Diploma/B. Voc. Degree in Banking Finance Services and Insurance (BFSI) and will be offered by respective affiliating University/Board of Technical Education.
- Students may be awarded Level Certificate/Diploma/Advance Diploma /Degree as out-lined in the Table below:

Award	Duration after class XII	Corresponding NSQF level
Level 4 Certificate	6 Month	4
Diploma	1 Year	5
Advance Diploma	2 Years	6
B.Voc Degree	3 Years	7

2. Course Objectives

After successfully completing the vocational course, the student would have acquired relevant appropriate and adequate technical knowledge together with the professional

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skills and competencies in the field of Banking Finance Services and Insurance (BFSI) so that he/she is properly equipped to take up gainful employment in this Vocation. Thus he/she should have acquired: -

A. Understanding of

- (a) The relevant basic concepts and principles in banking and insurance so that he/she is able to understand the subject.
- (b) The basic concepts in Business Operation & Administration.
- (c) The concepts, principles of working of basic Marketing & Accounting.
- (d) The knowledge of Retail & Finance and the Risk Management practices.
- (e) The concepts and principles used in Depository Operations & Entrepreneurship.

B. Adequate Professional Skills and Competencies in

- (a) Installation of Costing System.
- (b) Concept of Annuity & Policies.
- (c) Scope & Importance of Marketing.

C. A Healthy and Professional Attitude so that He/She has

- (a) An analytical approach while working on a job.
- (b) An open mind while locating/rectifying faults.
- (c) Respect for working with his/her own hands.
- (d) Respect for honesty, punctuality and truthfulness

D. NSQF compliant skills in Qualification developed by sector skill council in Banking, Financial Services & Insurance sector

3. Course Structure

The course will consist of combination of practice, theory and hands on skills in the Banking, Financial Services & Insurance sector.

Curriculum

The curriculum in each of the years of the programme would be a suitable mix of general education and skill components.

Skill Components:

- The focus of skill components shall be to equip students with appropriate knowledge, practice and attitude, to become work ready. The skill components will be relevant to the industry as per its requirements.
- The curriculum will necessarily embed within itself, National Occupational Standards (NOSs) of specific job roles within the industry. This would enable the students to meet the learning outcomes specified in the NOSs.

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- The overall design of the skill development component along with the job roles selected will be such that it leads to a comprehensive specialization in few domains.
- The curriculum will focus on work-readiness skills in each of the year of training.
- Adequate attention will be given in curriculum design to practical work, on the job training, development of student portfolios and project work.

General Education Component:

- The general education component adhere to the normal senior secondary and university standards. It will emphasize and offer courses which provide holistic development. However, it will not exceed 40% of the total curriculum.
- Adequate emphasis is given to language and communication skills.

The curriculum is designed in a manner that at the end of each year after class Xth students can meet below mentioned level descriptors of NSQF:

Level	Process required	Professional Knowledge	Professional skill	Core skill	Responsibility
Level 3	Person may carry put a job which may require limited range of activities routine and predictable	Basic facts, process and principle applied in trade of employment	Recall and demonstrate practical skill, routine and repetitive in narrow range of application	Communication written and oral with minimum required clarity, skill of basic arithmetic and algebraic principles, personal banking, basic understanding of social and natural environment	Under close supervision some responsibility for own work within defined limit
Level 4	Work in familiar, predictable, routine, situation of clear choice	Factual knowledge of field of knowledge or study	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts	Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment	Responsibility for own work and learning

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Level 5	Job that requires well developed skill, with clear choice of procedures in familiar context	Knowledge of facts, principles, processes and general concepts, in a field of work or study	A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools materials and information	Desired mathematical skill, understanding of social, political and some skill of collecting and organizing information, communication.	Responsibility for own work and learning and some responsibility for other's works and learning
Level 6	Demands wide range of specialized technical skill, clarity of knowledge and practice in broad range of activity involving standard/ non-standard practices	Factual and theoretical knowledge in broad contexts within a field of work or study	A range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Reasonably good in mathematical calculation, understanding of social, political and reasonably good in data collecting organizing information, and logical communication	Responsibility for own work and learn and full responsibility for other's works and learning
Level 7	Requires a command of wide ranging specialized theoretical and practical skill, involving variable routine and non-routine context	Wide ranging, factual and theoretical knowledge in broad contexts within a field of work or study	Wide range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Good logical and mathematical skill understanding of social political and natural environment good in collecting and organizing information, communication and presentation skill	Full responsibility for output of group and development

Managed by Jivan Jyot Trust, Amroli - Surat

J. Z. SHAH ARTS & H. P. DESAI COMMERCE COLLEGE, AMROLI - SURAT



Estd. Year : 1991

Grant in Aid College Affiliated to Veer Narmad South Gujarat University, Surat

B. A. [Principal - Gujarati & Economics] - B. Com. [Eng. & Guj. Medium]

M. A. [Gujarati, English, Economics] - M. Com. [Accountancy - English & Gujarati Medium]

Re-Accredited 'B++' (CGPA 2.94) by National Assessment And Accreditation Council Feb.-2014 Bengaluru

An ISO QMS - 9001 : 2015, EMS - 14001 : 2015 & OHSAS - 18001 : 2007 (IMS) Certified Institute

Out Ref. No. : 247/2020-21

Date : 24/09 / 2020

પ્રતિ,
આદરણીય ડીનશ્રી,
આર્ટ્સ ફેકલ્ટી,
વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી,
યુનિવર્સિટી કેમ્પસ, ઉધના મગદલ્લા રોડ,
સુરત-૩૯૫૦૦૭.

એકેડેમિક કાર્ડિનલ તા.

-૨૦

બાબત.....

વિષય: યુ.જી.સી. દ્વારા માન્યતા પ્રાપ્ત (NSQF) નીચે દર્શાવેલ અભ્યાસક્રમોની મંજૂરી બાબત...

સુજ્ઞ મહાશય,

સવિનય સહ જણાવવાનું કે, યુ.જી.સી. દ્વારા અમારી કોલેજને નીચે દર્શાવેલ અભ્યાસક્રમોની માન્યતા મળેલ છે. જે સંદર્ભે અભ્યાસક્રમ બનાવીને આપશ્રીની મંજૂરી માટે મોકલી રહ્યા છીએ.

1. Certificate Course in CAD Jewellery Design Basic and Advance
2. Certificate Course in Polish Diamond Valuation.
3. Certificate Course in Rough Diamond Valuation.

સહકારની અપેક્ષા સહ.

લિ.

આપનો વિશ્વાસુ,

આચાર્યશ્રી.



Managed By Jivan Jyot Trust
J.Z. Shah Arts and H.P. Desai Commerce College, Amroli - Surat

**Proposed Curriculum
On
Certificate Course
CAD Jewellery Design Basic and
Advance (CCCADJD)**

(Certificate Course Approved by UGC skill based courses to institutions under NSQF for the academic year 2020-21)

(Letter No. F. No. 4-1/2020(NSQF) Dated: sept.2020)

Academic year 2020-21

SECTOR:	Gems and Jewellery
SUB-SECTOR:	CAD Jewellery Design
Course Code:	CCCADJD
NSQF LEVEL:	4

Proposed Certificate Course

CAD Jewellery Design Basic and Advance (CCCADJD)

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a CAD Jewellery Designer, in the “Gems and Jewellery” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name:	Certificate Course CAD Jewellery Design Basic and Advance (CCCADJD)		
Course Code:	CCCADJD, Version No. 1.0		
Version No.:	1.0	Version Update Date	22 – 09 – 2020
Pre-requisites to Training	Minimum qualification – Class XII (Pass or Fail) or Equivalent		
Training Outcomes	After completing this programme, participants will be able to: • Student become a professional in jewellery cad designing and they will learn every technique of creativity & theme designing. • In this course, student do their own business as a freelancer • Student can do a job as a jewellery cad designer • Student can get part-time earning source as well as they can do business from their house only.		

Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Corresponding NOS Code	Equipment Required
1	- Software Operating System - Use of Tools	10	20	CCPDV101	White board, Marker, Overhead projector, Laptop, Internet access
2	- Hot Keys - Basic Shape Of Design	10	40	CCPDV101	White board, Marker, overhead projector, laptop, internet access,
3	- Different types of Rendering Like Metal, Gems Stone, etc. - Local and international setting knowledge like Channel, Prong, Pave etc. (only basic)	10	20	CCPDV102	White board, Marker, overhead projector, laptop, internet access,
4	- Different types of Design like nose pin to necklace. - Portfolio Joint for 3D.	10	20	CCPDV102	White board, Marker, overhead projector, laptop, internet access,
5	- Exhibition visit. - Competition Participation	20	40	CCPDV103	White board, Marker, overhead projector, laptop, internet access,
6	Supportive Tools Knowledge Like Hook, Kadi, Loop etc.....	20	40	CCPDV104	White board, Marker, overhead projector, laptop, internet access
7	Communication Skill	20	40	CCPDV105	White board, Marker, overhead projector, laptop, internet access, Chart Paper for activities
8	Gold Thickness Knowledge.	20	40	CCPDV 106	White board, Marker, overhead projector, laptop, internet access,
9	Computer Application	20	40	CCPDV 107	White board, Marker, overhead projector, laptop, internet access,
Total		140	300		
Total = 440 Hours		440 hours			
Total Credit require for the Course		30 Credit		1 Credit=15 hours 30 Credits = 450 Hours	
Duration of the Course		6 Month = 180 Days		1 Day =3 Hours	

Annexure1: Assessment Criteria

Assessment Criteria for Certificate Course CAD Jewellery Design Basic and Advance (CCCADJD)

Job Role	CAD Jewellery Designer
Course Code	CCCADJD/ 001, Version No. 1.0
Sector Skill Council	Gems and Jewellery

Guidelines for Assessment

- 1) The assessment for the theory part will be based on knowledge bank of questions created by the Centre
- 2) Individual assessment Centre will create unique question papers for theory part for each candidate at each
- 3) examination/training centre.
- 4) Individual assessment Centre will create unique evaluations for skill practical for every student at each
- 5) examination/training centre based on these criteria
- 6) To pass the Qualification Pack, every trainee should score the minimum percentage assign to that job role,
- 7) aggregate of theory and practical.
- 8) In each paper there will be 60 questions each though it's online or offline.
- 9) The assessor will be required to translate the questions from English to local language. And the VIVA also be
- 10) conducted in English or local language as per their comfort.
- 11) VIVA will be conducted with Online as well as Offline exams.
- 12) Pass percentage for the course will be 50.

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Proposed Curriculum
On
Certificate Course
Polish Diamond Valuation
(CCPDV)

(Certificate Course Approved by UGC skill based courses to institutions under NSQF for the academic year 2020-21)

(Letter No. F. No. 4-1/2020(NSQF) Dated: sept.2020)

Academic year 2020-21

SECTOR:	Gems and Jewellery
SUB-SECTOR:	Polish Diamond Valuation
Course Code:	CCPDV
NSQF LEVEL:	4

Proposed Certificate Course

Polish Diamond Valuation(CCPDV)

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a Polish Diamond Valuation, in the “Gems and Jewellery” Sector/Industry and aims at building the following key competencies amongst the learner

Program Name:	Certificate Course Polish Diamond Valuation		
Course Code:	CCPDV, Version No. 1.0		
Version No.:	1.0	Version Update Date	22 – 09 – 2020
Pre-requisites to Training	Minimum qualification – Class XII (Pass or Fail) or Equivalent		
Training Outcomes	After completing this programme, participants will be able to: • Student become proficient in polished diamond grading. • Student learn rejection & selection methods of diamond & identification of diamond. • Student can do job as a grader, as a assorter in sieve size diamond.		

Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Corresponding NOS Code	Equipment Required
1	- How to see Diamond 4C's Knowledge	10	20	CCPDV101	White board, Marker, Overhead projector, Laptop, Internet access
2	- Physical and Optical Property of Diamond - Internal and External Defects	10	40	CCPDV101	White board, Marker, overhead projector, laptop, internet access,
3	- White Diamond Assortment -12 number. - L.B/L.C Clarity Grading -7.number	10	20	CCPDV102	White board, Marker, overhead projector, laptop, internet access,
4	- L.B/L.C Color Grading -6.number - Rejection and Selection Method	10	20	CCPDV102	White board, Marker, overhead projector, laptop, internet access,
5	- Knowledge of C.B.N. - Knowledge of Sieve Size	20	40	CCPDV103	White board, Marker, overhead projector, laptop, internet access
6	- International Color and Clarity. - Identification of Real and Simulation Including Moissanite	20	40	CCPDV104	White board, Marker, overhead projector, laptop, internet access
7	Communication Skill	20	40	CCPDV105	White board, Marker, overhead projector, laptop, internet access, Chart Paper for activities
8	Repairing Knowledge	20	40	CCPDV 106	White board, Marker, overhead projector, laptop, internet access, Chart paper for activities
9	Computer Application	20	40	CCPDV 107	White board, Marker, overhead projector, laptop, internet access,
	Total	140	300		
	Total = 440 Hours	440 hours			
	Total Credit require for the Course	30 Credit		1Credit=15 hours	
				30 Credits = 450 Hours	
	Duration of the Course	6 Month = 180 Days		1 Day =3 Hours	

Annexure1: Assessment Criteria

Assessment Criteria for Certificate Course Polish Diamond Valuation

Job Role	Polished Diamond Valuer
Course Code	CCPDV/ 001, Version No. 1.0
Sector Skill Council	Gems and Jewellery

Guidelines for Assessment

- 1) The assessment for the theory part will be based on knowledge bank of questions created by the Centre
- 2) Individual assessment Centre will create unique question papers for theory part for each candidate at each
- 3) examination/training centre.
- 4) Individual assessment Centre will create unique evaluations for skill practical for every student at each
- 5) examination/training centre based on these criteria
- 6) To pass the Qualification Pack, every trainee should score the minimum percentage assign to that job role,
- 7) aggregate of theory and practical.
- 8) In each paper there will be 60 questions each though it's online or offline.
- 9) The assessor will be required to translate the questions from English to local language. And the VIVA also be
- 10) conducted in English or local language as per their comfort.
- 11) VIVA will be conducted with Online as well as Offline exams.
- 12) Pass percentage for the course will be 50.

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Proposed Curriculum On Certificate Course Rough Diamond Valuation(CCRDV)

(Certificate Course Approved by UGC skill based courses to institutions under NSQF for the academic year 2020-21)

(Letter No. F. No. 4-1/2020(NSQF) Dated: sept.2020)

Academic year 2020-21

SECTOR:	Gems and Jewellery
SUB-SECTOR:	Rough Diamond Valuation
Course Code:	CCRDV
NSQF LEVEL:	4

Proposed Certificate Course

Rough Diamond Valuation(CCRDV)

CURRICULUM / SYLLABUS

This program is aimed at training candidates for the job of a Rough Diamond Valuation, in the "Gems and Jewellery" Sector/Industry and aims at building the following key competencies amongst the learner

Program Name:	Certificate Course Rough Diamond Valuation		
Course Code:	CCRDV, Version No. 1.0		
Version No.:	1.0	Version Update Date	22 – 09 – 2020
Pre-requisites to Training	Minimum qualification – Class XII (Pass or Fail) or Equivalent		
Training Outcomes	After completing this programme, participants will be able to: • Student become a professional in sieve sized rough diamond trading. they learn all methods of planning - marking and different valuation method of rough diamond. • We teach the student all method of rough diamond planning & marking with latest technology, practical valuation and practical market experience. • The student also learns about buying and selling knowledge of local and international both market with tender knowledge. • Student can easily do business in it like trading and dealing in rough diamond, Start diamond manufacturing unit, Resale business in local and international both market. • Student be able to do import - Export of rough diamond.		

Sr. No.	Module	Theory Duration (hh:mm)	Practical Duration (hh:mm)	Corresponding NOS Code	Equipment Required
1	- International Defects Knowledge - Different Types of Rough and its Identification	10	20	CCRDV101	White board, Marker, Overhead projector, Laptop, Internet access
2	- Sarin Operating - Alignment with Extra Piece Marking	10	40	CCRDV101	White board, Marker, overhead projector, laptop, internet access,
3	- Estimation of Weight of Polished Diamond from Rough - Rough Diamond Planning and Marking (L.S., B.S.)	10	20	CCRDV102	White board, Marker, overhead projector, laptop, internet access,
4	- Rough Assortment - Recut Planning and Marking	10	20	CCRDV102	White board, Marker, overhead projector, laptop, internet access,
5	- Rough Diamond Valuation Method - Polished Diamond Valuation Method	20	40	CCRDV103	White board, Marker, overhead projector, laptop, internet access
6	- Diamond Process Knowledge from Mines to Market (Theoretical) - Rapaport Knowledge	20	40	CCRDV104	White board, Marker, overhead projector, laptop, internet access
7	Communication Skill	20	40	CCRDV105	White board, Marker, overhead projector, laptop, internet access, Chart Paper for activities
8	Import-Export Rules Regulation / Tension Grading	20	40	CCRDV 106	White board, Marker, overhead projector, laptop, internet access, Cart paper for activities
9	Computer Application	20	40	CCRDV 107	White board, Marker, overhead projector, laptop, internet access,
	Total	140	300		
	Total = 440 Hours	440 hours			
	Total Credit require for the Course	30 Credit		1Credit=15 hours 30 Credits = 450 Hours	
	Duration of the Course	6 Month = 180 Days		1 Day =3 Hours	

Annexure1: Assessment Criteria

Assessment Criteria for Certificate Course Rough Diamond Valuation

Job Role	Rough Diamond Valuer
Course Code	CCRDV/ 001, Version No. 1.0
Sector Skill Council	Gems and Jewellery

Sr.

No.

Guidelines for Assessment

- 1) The assessment for the theory part will be based on knowledge bank of questions created by the Centre
- 2) Individual assessment Centre will create unique question papers for theory part for each candidate at each
- 3) examination/training centre.
- 4) Individual assessment Centre will create unique evaluations for skill practical for every student at each
- 5) examination/training centre based on these criteria
- 6) To pass the Qualification-Pack, every trainee should score the minimum percentage assign-to that job role,
- 7) aggregate of theory and practical.
- 8) In each paper there will be 60 questions each though it's online or offline.
- 9) The assessor will be required to translate the questions from English to local language. And the VIVA also be
- 10) conducted in English or local language as per their comfort.
- 11) VIVA will be conducted with Online as well as Offline exams.
- 12) Pass percentage for the course will be 50.

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Basic Guideline

For Skill Based Programme

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1. Introduction

All India Council for Technical Education (AICTE) Ministry of HRD, Government of India has introduced Entrepreneurship oriented Skill development courses of B.Voc/D.Voc/Skill Diploma. These courses will be run by AICTE approved institutes by using available infrastructure and facilities. In these courses the institute will conduct general education content and sector specific skills will be imparted by Skill Knowledge Providers/ Training Providers/ Industries.

Key Features:

Objectives

- To provide judicious mix of skills relating to a profession and appropriate content of General Education.
- To ensure that the students have adequate knowledge and skills, so that they are work ready at each exit point of the programme.
- To provide flexibility to the students by means of pre-defined entry and multiple exit points.
- To integrate NSQF within the Diploma, undergraduate level of higher education to enhance employability of the students and meet industry requirements. Such student apart from meeting the needs of local and national industry are also expected to be equipped to become part of the global workforce.
- To provide vertical mobility to students admitted in such vocational courses.
- The certification levels will lead to Diploma/Advanced Diploma/B. Voc. Degree in Banking Finance Services and Insurance (BFSI) and will be offered by respective affiliating University/Board of Technical Education.
- Students may be awarded Level Certificate/Diploma/Advance Diploma /Degree as out-lined in the Table below:

Award	Duration after class XII	Corresponding NSQF level
Level 4 Certificate	6 Month	4
Diploma	1 Year	5
Advance Diploma	2 Years	6
B.Voc Degree	3 Years	7

2. Course Objectives

After successfully completing the vocational course, the student would have acquired relevant appropriate and adequate technical knowledge together with the professional

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skills and competencies in the field of Banking Finance Services and Insurance (BFSI) so that he/she is properly equipped to take up gainful employment in this Vocation. Thus he/she should have acquired: -

A. Understanding of

- (a) The relevant basic concepts and principles in banking and insurance so that he/she is able to understand the subject.
- (b) The basic concepts in Business Operation & Administration.
- (c) The concepts, principles of working of basic Marketing & Accounting.
- (d) The knowledge of Retail & Finance and the Risk Management practices.
- (e) The concepts and principles used in Depository Operations & Entrepreneurship.

B. Adequate Professional Skills and Competencies in

- (a) Installation of Costing System.
- (b) Concept of Annuity & Policies.
- (c) Scope & Importance of Marketing.

C. A Healthy and Professional Attitude so that He/She has

- (a) An analytical approach while working on a job.
- (b) An open mind while locating/rectifying faults.
- (c) Respect for working with his/her own hands.
- (d) Respect for honesty, punctuality and truthfulness

D. NSQF compliant skills in Qualification developed by sector skill council in Banking, Financial Services & Insurance sector

3. Course Structure

The course will consist of combination of practice, theory and hands on skills in the Banking, Financial Services & Insurance sector.

Curriculum

The curriculum in each of the years of the programme would be a suitable mix of general education and skill components.

Skill Components:

- The focus of skill components shall be to equip students with appropriate knowledge, practice and attitude, to become work ready. The skill components will be relevant to the industry as per its requirements.
- The curriculum will necessarily embed within itself, National Occupational Standards (NOSs) of specific job roles within the industry. This would enable the students to meet the learning outcomes specified in the NOSs.

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- The overall design of the skill development component along with the job roles selected will be such that it leads to a comprehensive specialization in few domains.
- The curriculum will focus on work-readiness skills in each of the year of training.
- Adequate attention will be given in curriculum design to practical work, on the job training, development of student portfolios and project work.

General Education Component:

- The general education component adhere to the normal senior secondary and university standards. It will emphasize and offer courses which provide holistic development. However, it will not exceed 40% of the total curriculum.
- Adequate emphasis is given to language and communication skills.

The curriculum is designed in a manner that at the end of each year after class Xth students can meet below mentioned level descriptors of NSQF:

Level	Process required	Professional Knowledge	Professional skill	Core skill	Responsibility
Level 3	Person may carry put a job which may require limited range of activities routine and predictable	Basic facts, process and principle applied in trade of employment	Recall and demonstrate practical skill, routine and repetitive in narrow range of application	Communication written and oral with minimum required clarity, skill of basic arithmetic and algebraic principles, personal banking, basic understanding of social and natural environment-	Under close supervision some responsibility for own work within defined limit
Level 4	Work in familiar, predictable, routine, situation of clear choice	Factual knowledge of field of knowledge or study	Recall and demonstrate practical skill, routine and repetitive in narrow range of application, using appropriate rule and tool, using quality concepts	Language to communicate written or oral, with required clarity, skill to basic arithmetic and algebraic principles, basic understanding of social political and natural environment	Responsibility for own work and learning

Managed by Jivan Jyot Trust, Amroli
J.Z. Shah Arts & H.P. Desai Commerce College, Amroli

Level 5	Job that requires well developed skill, with clear choice of procedures in familiar context	Knowledge of facts, principles, processes and general concepts, in a field of work or study	A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools materials and information	Desired mathematical skill, understanding of social, political and some skill of collecting and organizing information, communication.	Responsibility for own work and learning and some responsibility for other's works and learning
Level 6	Demands wide range of specialized technical skill, clarity of knowledge and practice in broad range of activity involving standard/ non-standard practices	Factual and theoretical knowledge in broad contexts within a field of work or study	A range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Reasonably good in mathematical calculation, understanding of social, political and reasonably good in data collecting organizing information, and logical communication	Responsibility for own work and learning and full responsibility for other's works and learning
Level 7	Requires a command of wide ranging specialized theoretical and practical skill, involving variable routine and non-routine context	Wide ranging, factual and theoretical knowledge in broad contexts within a field of work or study	Wide range of cognitive and practical skills required to generate solutions to specific problems in a field of work or study	Good logical and mathematical skill understanding of social political and natural environment good in collecting and organizing information, communication and presentation skill	Full responsibility for output of group and development



अभिल भारतीय विद्यार्थी परिषद वीर नर्मद दक्षिण गुजरात युनिवर्सिटी सुरत

र/६, अगिचारी मढोल्लो, इस्तमपुरा, सुरत-३६५००२ - संपर्क नं.: 6006285318 / 9316366865

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Website : abvp.org

TL.06/12/2020

प्रति श्री,
कुलपति श्री,
वी.एन.एस.यु.,
सुरत.

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9-12-20

P.G

अभिल भारतीय विद्यार्थी परिषद
वीर नर्मद दक्षिण गुजरात युनिवर्सिटी
सुरत

विषय: शाह डे. એમ. લો કોલેજ, વલસાડ અને સિધ્ધાર્થ લો કોલેજ, કામરેજ માં LL.M
નો અભ્યાસક્રમ ફરીથી શરૂ કરવા બાબત

નમસ્કાર,

વી. ન. દ. યુ. યુનિ. સુરત
આવક નં. 13629
તારીખ 9-12-2020

જયભારત સાથે જણાવવાનું કે, હાલમાં જ યુનિવર્સિટી દ્વારા શાહ ડે. એમ. લો કોલેજ, વલસાડ માં વર્ષોથી ચાલતો LL.M નો અભ્યાસક્રમ બંધ કરી દેવામાં આવેલ છે. આ અગાઉ બે વર્ષ પહેલા યુનિવર્સિટી દ્વારા સિધ્ધાર્થ લો કોલેજ, કામરેજ માં વર્ષોથી ચાલતો LL.M નો અભ્યાસક્રમ બંધ કરી દેવામાં આવેલ હતો. આમ, યુનિવર્સિટી દ્વારા બંન્ને કોલેજો મળી LL.M ના અભ્યાસક્રમમાં પ્રવેશ મેળવવાં માંગતા વિદ્યાર્થીઓની કુલ ૮૦ થી વધુ સીટો ઓછી કરવામાં આવેલ છે. અખિલ ભારતીય વિદ્યાર્થી પરિષદે દરેક વિદ્યાર્થીને તેની ઇચ્છા મુજબના કોર્સમાં જરૂરથી એડમીશન મળે અને કોઈ પણ વિદ્યાર્થી સીટો ના અભાવ ને કારણે એડમીશનથી વંચીત ન રહી જાય તે માટે અવાર-નવાર સીટ વધારવાની માંગોને લઈને આવેદનો આપેલ છે. તેમ છતાં યુનિવર્સિટી એક પછી એક LL.M ની કોલેજો બંધ કરી રહી છે. જો આમ જ ચાલતુ રહ્યું અને LL.M ની કોલેજો બંધ થતી રહી તો ભવિષ્યમાં પ્રોફેસરોના અભાવે LL.B ની કોલેજો પણ બંધ કરવાનો વારો ચોક્કસથી આવે તેમ છે. જેથી શાહ ડે. એમ. લો કોલેજ, વલસાડ અને સિધ્ધાર્થ લો કોલેજ, કામરેજ માં ચાલતા LL.M નો અભ્યાસ બંધ કરવાના નિર્ણયનો અખિલ ભારતીય વિદ્યાર્થી પરિષદ સખત વિરોધ કરે છે. આ સાથે જ જણાવવામાં આવે છે કે બંન્ને કોલેજોમાં LL.M નો અભ્યાસક્રમ ફરીથી તાત્કાલીક શરૂ કરવામાં આવે.

ઉપરોક્ત વિષયના ઉકેલ માટે યુનિવર્સિટીને ૭ દિવસનો સમય આપવામાં આવે છે. જો ૭ દિવસમાં આ વિષયનો ઉકેલ નહીં આવશે તો વિદ્યાર્થી પરિષદ દ્વારા ઉગ્ર આંદોલન કરવામાં આવશે અને જેની સંપૂર્ણ જવાબદારી યુનિવર્સિટીની રહેશે.

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