

Minutes of the First Meeting of Board of Studies, TeamLease Skills University

The First Meeting of the Board of Studies (B.O.S.) of TeamLease Skills University (TLSU) was held on 13th December 2014 at 10:00 a.m. in Board Room at TLSU, Tarsali-Vadadala Road, Tarsali Bypass, Tarsali, Vadodara – 390 009.

The following members were present.

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| (1) Mr. Vikrant Pande, Provost, TLSU | - Chairperson |
| (2) Prof. Thomas Vadaya, Professor(Academic) | - Member(outer) |
| (3) Mr. Murlidharan (Industry expert) | - Member(outer) |
| (4) Mr. Ravindra Mohan (Industry expert) | - Member (outer) |
| (5) Dr. Anitha Shetty, Assistant Professor, TLSU | - Member (internal) |
| (6) Ms. HiralMacwan, Academic Associate, TLSU | - Convener(internal) |

Dr. Niti Singh could not attend the meeting due to prior commitments.

Mr. Vikrant Pande, Provost chaired the meeting. The details of the meeting deliberations are presented below:

Item No.	Item Description
1	<p>Introduction of the Members of the B.O.S. Internal and outer side.</p> <p>The members of the newly constituted B.O.S. were introduced. Mr. Vikrant Pande gave a brief introduction of TLSU and its future goals.</p>
2	<p>Curriculum Content</p> <p>Structure of new/revised programs with appropriate placement of Practical/Project components in accordance with the current industry requirements</p>

	<p>Detailed syllabi of Life Skills</p> <p>The item presented to BOS was approved with following suggestions:</p> <p>The detailed syllabus of English and Communication Skills and Personality Development and Job Skills of Semester I and II was approved with detailed discussion.</p> <p>Titles of some of the topics should be changed in order to cover a broader aspect.</p> <p>Experiential learning to be focused.</p> <p>Time should be extended to give more weightage to certain chapters.</p> <p>Combination of E & CS and PD & JS should be there throughout all semesters from next semester onwards.</p> <p>Use of Audio-visual aids should be part of teaching. (Video counseling)</p> <p>Certain less important chapters (application letter, interview skills etc.) to be interchanged to PD II.</p> <p>Workshops should be organized to enhance the awareness of the faculties on Life Skills education. Dr. Vadaya showed his willingness to train the faculties.</p> <p>Students' vision for expected outcomes should be clarified at the end of the course.</p>
3	<p>Assessment scheme</p> <p>The item presented to BOS was approved with following suggestions:</p> <p>Assessment for Life skills is required to be different from other domain subjects.</p> <p>Midterm examination should be avoided; instead continuous evaluation is to be carried out.</p> <p>Rest of the assessment scheme was to be agreed upon.</p>
4	<p>Brief introduction of TOCs of semester 3 to 6.</p> <p>TOCs of semester 3, 5 and 6 were shown and discussed in brief.</p> <p>The item presented to BOS was approved.</p>
	<p>The meeting ended with vote of thanks to the Chair.</p>



(Chairperson)