

Minutes of the Board of Studies

Minutes of the Board of studies meeting of the Department of French held on 24.01.2020 at

HOLY CROSS COLLEGE (AUTONOMOUS),

NAGERCOIL - 629004

Code: FRE-BOS-2019-2020 XIII

Members:

Mrs. P.T.Anbu Hannah Dora - HOD and Chairperson

Dr. R. Sudha, - University Nominee

Professor & Head,

Dept. of French,

Madurai Kamaraj University

Dr. P. Ranjith Kumar, - Subject Expert

Assistant Professor of French

Ms. P. Asmin Janisha - Alumni

Agenda:

1. Prayer
2. Welcome by the Chairperson of the BOS
3. Reading of the minutes of the previous meeting and approval
4. Approval of the Panel of Examiners for Part-I French
5. Approval of the Syllabus and Course Outcome with reference book for Part-I French
6. Classification of the Course as Skill Development Employability/ Entrepreneurship
7. Classification of the Course as Local / Regional / National / Global relevance.
8. Question Paper Pattern for CIA (including test, assignment, Quiz, any other mode of CIA) and External Examinations for UG Programme (Internal 30:70)
9. Next meeting of the BOS

Minutes of the BOS

The meeting commenced with a silent prayer.

The HOD introduced the Board Members with warm words of welcome.

The following items in the Agenda were discussed by the Members of the Board.

Item 01/BOS 24.01/03.

Approval of the Minutes of the previous meeting held on 04.02.2019.
The minutes were read and approved by the members.

Item 02/BOS 24.01/04.

Approval of the the panel of Examiners for Part I French. The list of Panel of Examiners were approved by the BOS members.

1. Mrs. Jayanthi
Assistant Professor
Dept. of French,
Madurai Kamaraj University,
Madurai – 625 021.
2. Mr. I. Rahul
Assistant Professor
Dept. of French,
Madurai Kamaraj University,
Madurai – 625 021
3. Mrs. Sarpia
Assistant Professor
Dept. of French,
Fatima College,
Madurai – 625 008
4. Dr. Sangeetha
Assistant Professor
Dept. of French,
Lady Doak College,
Madurai
5. Mr. Chinnadurai Pandian
Assistant Professor
Dept. of French,
The American College,
Madurai – 625 002.
6. Dr. C. Thirumurugan,
Associate Professor,
Dept. of French
Pondicherry University,
Puducherry – 605 014

Item 03/BOS 24.01/05.

Revision of curriculum for Part I French

Credit & Hour distributions (2020-2023)

Semester	Course	Subject Code	Name of the Paper	Hours/ week	Credits	Total lecture hours	Total marks
I	Part I (B.A; B.Sc)	FL2111	Preliminary French Course	6	3	90	100
	Part I (B.Com, B.Sc Comp)	FL2012	Elementary French, Commerical & Computer term	6	3	90	100
II	Part I (B.A; B.Sc)	FL2121	French Language & Civilization	6	3	90	100
	Part I (B.Com, B.Sc Comp)	FL2022	Elementary French, Commerical Correspondence	6	3	90	100
III	Part I	FL2031	Initiation to French Literature - I	6	3	90	100
IV	Part I	FL2041	Initiation to French Literature - II	6	3	90	100

Item 04/BOS 24.01/06:

Approval of course outcome and the syllabus of Part I French.

Semester	Course Code	Title of the Course	Course Outcome
	FL2111	Preliminary French Course	<ol style="list-style-type: none"> To identify French monuments, festivals and well known places. [Kn, Ap] To know about some francophony countries - monuments, important places artists and specialities. [Kn, Un, Ap] To introduce themselves and ask some information.[Cr,Kn] To express the taste, desires and preferences. [Cr, Un] To know and understand the traditions, art and culture of Belgique. [Kn,Un] To describe the family.[Ap, Cr] To understand basic French Grammar. [Un,Ap] To prepare post cards. [Cr]

I	FL2012	Elementary French, Commercial and Computer Terms	<ol style="list-style-type: none"> 1. To know and understand various aspects of cultural life of the French people. [Kn, Un] 2. To introduce themselves and ask personal information. [Cr, Kn] 3. To ask for personal information and to respond politely. [Un,Kn] 4. To describe the physical aspects and the character of oneself and others. [Kn,Un] 5. To understand basic French grammar. [Un, Ap] 6. To get acquainted with commercial and computer terms. [Un, Ap]
II	FL2121	French Language & Civilization	<ol style="list-style-type: none"> 1. To know about the type, prix, piece of the apartment. [Kn,Un] 2. To identify the colours and the materials. [Kn,Un] 3. To know to speak of French, Belgium and Suisse working time. [Kn,Un] 4. To know the living style of the French. [Kn] 5. To enrol herself on a Social Media Network. [Cr, Ap] 6. To invite and respond to an invitation. [Un, Cr, Ap] 7. To describe an itinerary, to give directions voyages in France. [Cr, Ap] 8. To create a recipe of her own. [Cr, Ap]
	FL2022	Elementary French & Commercial Correspondence	<ol style="list-style-type: none"> 1. To understand and apply grammatical knowledge. [Un, Ap] 2. To formulate business letters. [Cr] 3. To compare French and Indian civilization. [An] 4. To invite and respond to an invitation. [Un, Cr, Ap] 5. To write a friendly message. [Ap, Cr] 6. To describe the tastes and preferences. [Ap, Cr] 7. To communicate with a trader,server in the restaurant- price, means of payment, food quality etc. [Kn, Un, Cr]

The syllabus with COS was approved by the members of Board of Studies with the following suggestions:

1. The titles of the papers for the first two semesters were changed.

Courses in 2017			Courses in 2020		
Semester	Subject code	Name of the course	Semester	Subject code	Name of the course
I	FL1711	French Language & Civilization I	I	FL2111	Preliminary French Course
	FL1712	Commercial French I		FL2012	Elementary French, Commercial and Computer Terms
II	FL1721	French Language & Civilization II	II	FL2121	French Language & Civilization
	FL1722	Commercial French II		FL2022	Elementary French & Commercial Correspondence

2. The BOS members suggested the following books for Part I French. Recent edition of books were prescribed for B.A; B. Sc. & B.Com.

1. Fatiha Chai, Monique Denyer, Audrey Gloanec, *Defi A1*, Maison des langues 2018.
2. Marie-Noëlle Cocton, P Dauda – L Giachino – C Baracco, *Génération A1*, Didier 2016

3. The BOS members approved the course outcome for both the semesters for Part I French

Item 05/BOS 24.01/07

Classification of the courses as Skill Development / Employability / Entrepreneurship

Comprehensive Syllabus Revision

Courses in 2017					Courses in 2020				
Sem	Name of the course	Skill Development	Entrepreneurship	Employability	Sem	Name of the course	Skill Development	Entrepreneurship	Employability
I	French Language & Civilization I	√	-	-	I	Preliminary French Course	√	-	-
	Commercial French I	√	-	-		Elementary French, Commercial and Computer Terms	√	-	-
II	French Language & Civilization II	√	-	-	II	French Language & Civilization	√	-	-
	Commercial French II	√	-	√		Elementary French & Commercial Correspondence	√	-	√

Item 06/BOS 24.01/08

Classification of the courses as local/ regional/ national/ global relevance. The members of the Board classified the part I French courses based on local, regional, National / Global relevance.

Sem	Sub code	Name of the course	Local	Regional	National	Global
I	FL2111	Preliminary French Course	-	-	-	√
	FL2012	Elementary French, Commercial and Computer Terms	-	-	-	√
II	FL2121	French Language & Civilization	-	-	-	√
	FL2022	Elementary French & Commercial Correspondence	-	-	-	√

Item 07/BOS 24.01/09

Approval of model question paper for Part I French (Internal & External examinations)

The Members of the Board suggested revision of the Question Pattern for the internal and external assessment.

Internal : External

30 : 70

Mark distribution for continuous internal assessment (CIA)

Periodical Test – 15 Marks

Assessment – 15 Marks

Assessment Methods:

1. Dictée
2. Assignment
3. Test Cultural (écrit) (Quiz)
4. Exhibition
5. Examen oral
6. Corriger les erreurs
7. Note book maintenance
8. Open book test
9. Presentation

End Semester Examination Question Pattern

Marks : 70

Section A (20 marks)

1. Dites vrai ou faux.
2. Question à choix multiple.
3. Complétez avec le mot/ l'expression convenable (Vocabulaire)
4. Barrez/ l'intus (ou) Faire correspondre les éléments de deux colonnes.

Section B (30 marks)

Six exercices de grammaire.

(Tirés du manuel prescrit)

Section C (10 marks)

1. Traduction en anglais (5 marks)
2. Compréhension écrite (5 marks)

Section D (10 marks)

I Semester

- a) La préparation de la Carte Postale
- b) Répondez aux questions (générales)

II Semester

- a) Rédigez un paragraphe sur un sujet donné (5 marks)
- b) Répondez aux questions générales (5 marks)

B.Com, B.Sc. Computer Science

I Semester

- a) Traduisez les termes commerciaux / computer (10 marks)

B.Com ; B.Sc Computer Science

II Semester

- a) Ecrivez une lettre commerciale (10 marks)

Item 08/ BOS 24.01/11

The New courses are

Preliminary French Course FL2111
Elementary French, Commercial and Computer Terms FL2012
French Language & Civilization FL2121
Elementary French & Commercial Correspondence FL2022

Item 09/ BOS 24.01/11

Next meeting of the BOS

The members of the Board suggested having the next meeting of BOS in August 2020.

The meeting ended with a vote of thanks at 3.30 pm.

(university nominee)

R. Jithu
24/01/2020

Professor and Head
Department Of French
Madurai Kamaraj University
Madurai - 625 021.

P. Rajitha 24/1/20 (subject expert)

Dr. P. RAJITHA KUMAR, MA, M.Phil, PhD
Assistant Professor
Dept. of French
Madurai Kamaraj University
Madurai - 625021

Fathima Saher.S
24.1.20
(Alumini)

(chairperson)

P. S. Anand 24.1.20

DEPARTMENT OF FRENCH
HOLY CROSS COLLEGE
(AUTONOMOUS)
NAGERCOIL - 629 004.

Minutes of the Board of Studies

Minutes of the Board of studies meeting of the Department of French held on 04.02.2021 at

HOLY CROSS COLLEGE (AUTONOMOUS),

NAGERCOIL - 629004

Code: FRE-BOS-2020-2021 XIV

Members:

Mrs. P.T.Anbu Hannah Dora - HOD and Chairperson

Dr. R. Sudha, - University Nominee

Professor & Head,

Dept. of French,

Madurai Kamaraj University

Dr. P. Ranjith Kumar, - Subject Expert

Assistant Professor of French

Ms. Fathima Saheer - Alumni

Agenda:

1. Prayer
2. Welcome by the Chairperson of the BOS
3. Reading of the minutes of the previous meeting and approval
4. Restructuring of Curriculum for UG Programmes
5. Approval of the Syllabus and Course Outcome with reference book for Part-I French
6. Classification of the Course as Skill Development Employability/ Entrepreneurship
7. Classification of the Course as Local / Regional / National / Global relevance.
8. Question Paper Pattern for CIA (including test, assignment, Quiz, any other mode of CIA) and External Examinations for UG Programme (Internal 30:70)
9. Next meeting of the BOS
10. Vote of Thanks

Minutes of the BOS

The meeting commenced with a silent prayer.

The HOD introduced the Board Members with warm words of welcome.

The following items in the Agenda were discussed by the Members of the Board.

Item 01/BOS 04.02/03.

Approval of the Minutes of the previous meeting held on 24.01.2020.
The minutes were read and approved by the members.

Item 02/BOS 04.02/04.

Revision of curriculum for Part I French

Credit & Hour distributions (2020-2023)

Semester	Course	Subject Code	Name of the Paper	Hours/ week	Credits	Total lecture hours	Total marks
I	Part I (B.A; B.Sc)	FL2011	Preliminary French Course	6	4	90	100
	Part I (B.Com, B.Sc Comp)	FL2012	Elementary French, Commerical & Computer term	6	4	90	100
II	Part I (B.A; B.Sc)	FL2021	French Language & Civilization	6	4	90	100
	Part I (B.Com, B.Sc Comp)	FL2022	Elementary French, Commerical Correspondence	6	4	90	100
III	Part I	FL2031	Initiation to French Literature - I	6	4	90	100
IV	Part I	FL2041	Initiation to French Literature - II	6	4	90	100

Item 03/BOS 04.02/05:

Approval of course outcome and the syllabus of Part I French.

Semester	Course Code	Title of the Course	Course Outcome
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III	FL2031	Initiation to French Literature - I	<ol style="list-style-type: none"> 1. understand simple literary texts in French 2. enhance the writing skills through detailed grammar 3. Comprehend the knowledge on French civilization 4. reflect the humanistic value 5. analyse the oral story telling tradition
IV	FL2041	Initiation to French Literature - II	<ol style="list-style-type: none"> 1. understand the background of French Literature 2. imbibe the values conveyed through literary texts 3. translate passages in French 4. communicate in French 5. gain knowledge about French Civilisation 6. develop Creative Writing skills

The syllabus with COS was approved by the members of Board of Studies with the following suggestions:

1. The titles of the papers for the III & IV semesters were changed.

Courses in 2018			Courses in 2021		
Semester	Course code	Title	Semester	Subject code	Name of the course
III	FL1731	La Langue et la littérature françaises	III	FL2031	Initiation to French Literature - I
IV	FL1741	La langue et la culture françaises	IV	FL2041	Initiation to French Literature - II

2. The BOS members suggested the following books for Part I French. Recent edition of books were prescribed for B.A; B. Sc. (III & IV Semesters)

1. Claire Miquel (2018). « Grammaire en dialogues B1 » *Niveau intermédiaire*, CLE international avec l'autorisation des Editions CLE international dans le cadre de la continuité : Pédagogie COVID-19.
2. Denis C Meyer (2010). Clés pour la France EN 80 Icônes culturelles, hachette France.
3. The BOS members approved the course outcomes for both the semesters for Part I French.
4. The selected text for the study of grammar is a recent edition (2018) within the frame work of pedagogical continuity of Covid-19.
5. Famous French fables have been introduced to spark the interest of the learners and to advance the language skills
6. Dialogue based grammar exercises are used to enrich the students' skills of communication.

Item 04/BOS 04.02/06.

Classification of the courses as Skill Development / Employability / Entrepreneurship

Comprehensive Syllabus Revision

Courses in 2018					Courses in 2021				
Sem	Name of the course	Skill Development	Entrepreneurship	Employability	Sem	Name of the course	Skill Development	Entrepreneurship	Employability
III	La Langue et la littérature françaises	√	-	-	III	Initiation to French Literature - I	√	-	-
IV	La langue et la culture françaises	√	-	√	IV	Initiation to French Literature - II	√	-	√

Item 05/BOS 04.02/07.

Classification of the courses as local/ regional/ national/ global relevance. The members of the Board classified the part I French courses based on local, regional, National / Global relevance.

Sem	Sub code	Name of the course	Local	Regional	National	Global
III	FL2031	Initiation to French Literature - I	-	-	√	√

IV	FL2041	Initiation to French Literature - II	-	-	√	√
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Item 06/BOS 04.02/08.

Approval of model question paper for Part I French (Internal & External examinations)

The Members of the Board suggested revision of the Question Pattern for the internal and external assessment.

Internal : External

30 : 70

Mark distribution for continuous internal assessment (CIA)

Periodical Test – 15 Marks

Assessment – 15 Marks

Assessment Methods:

1. Assignment
2. Test Cultural (Quiz)
3. Exhibition
4. Examen oral
5. Corriger les erreurs
6. Note book maintenance
7. Open book test

End Semester Examination Question Pattern
Semesters III & IV

Time: 3hrs

Total Marks: 70

Section A (10 Marks)

- I. a) A Seen text for translation

Section B (25 Marks)

- II. a. One unseen text for comprehension (10 marks)
- b. Three paragraph questions to be written out of 5 topics given from literature and civilization (3x5=15 Marks)

Section C (Grammar) 7x5=35

- III. a) Seven exercises of 5 sentences each from the prescribed text.

Item 07/ BOS 04.02/09.

End Semester Examination Question Pattern
Semesters III & IV

Time: 3hrs

Total Marks: 70

Section A (10 Marks)

- I. a) A Seen text for translation

Section B (25 Marks)

- II. a. One unseen text for comprehension (10 marks)
b. Three paragraph questions to be written out of 5 topics given from literature and civilization (3x5=15 Marks)

Section C (Grammar) 7x5=35

- III. a) Seven exercises of 5 sentences each from the prescribed text.

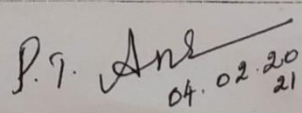
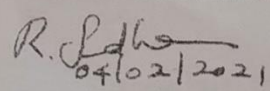
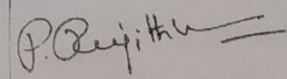
Item 07/ BOS 04.02/09.

Next meeting of the BOS

The members of the Board suggested that the next meeting of BOS could be conducted in August 2021.

Ms. Fatima Saher proposed a vote of thanks.

The meeting came to a close at 12.30 p.m.

S.N	Name of the Members	Designation	Signature
1.	Mrs. P. T. Anbu Hannah Dora	Associate Professor and Head	 04.02.2021
2.	Dr. R. Sudha	Professor and Head	 04/02/2021
3.	Dr. P. Ranjith Kumar	Assistant Professor	
4.	Ms. Fatima Saher	M. A. French	