

Minutes of the Ninth meeting of the Governing Body of an Autonomous, BMCC held on Thursday, 15<sup>th</sup> April 2021 at 11.30 am on Microsoft team.

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The following members were attended the meeting.

Sr. No	Name & Designation
1	Shri. Sagar Phadke, Chairman GB
2	CS M. A. Athavale, Management
3	Prof. V. V. Acharya, Management
4	Dr. Ashish M. Puranik, Vice Principal
5	Shri. Jagadish Kadam, Management
6	Dr. Ms. Shimla, UGC Nominee
7	Dr. Sanjay Kaptan, SPPU Nominee
8	Dr.Sanjay S. Jagtap, Government Nominee (Jr. Director Higher Education, Pune Region)
9	Dr. S. V. Waghmare, Teacher Representative
10	Dr. Smt. R. D. Gokhale, Teacher Representative
11	Smt. P. R. Rajguru CEO and Teacher Representative
12	Shri.A.A.Salampure, Office Superintendent
13	Dr. Smt. V. H. Deshpande, IQAC
14	Dr. J. R. Lanjekar, Vice Principal, Invitee
15	Prin.Dr.Seema U. Purohit, Secretary

Dr.Ashish Puranik introduced Shri.Sanjay Jagtap Sir, Joint Director of Higher Education, Pune Government Nominee to all the members. Honourable GB members congratulated GB member Dr.Ms.Shimla Madam for her newly published book “ A Peep into India’s Timeless Values.”

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The minutes of the last meeting of the Governing Body held on 11<sup>th</sup> June 2020 were confirmed and signed by the Chairman.

Dr. Kaptan Sir, and Miss.Shimla Madam Congratulated Principal and all the teaching and non-teaching staff members of BMCC for conducting the online examination and prompt declaration of result in the pandemic situation.

Suggestion from Ms.Shimla Madam -In future college must have to deliver online lectures. Principal, Dr.Seema U.Purohit Madam, explained details about online system adopted by BMCC under the guidance of DES. We also taken efforts to cope up with online education system. ERP system is in place, because of which work can be done online. (Admissions, registration, internal assessment, enrolling the students to examination, giving internal assessment,) All faculty members are conducting lectures through MS Teams software. All the lectures have been recorded. BMCC has created the You Tube channel of BMCC, so that these lectures can be uploaded on BMCC You Tube Channel.

The following Action Taken report of the meeting held on 11<sup>th</sup> June 2020 was read by Dr.Seema U.Purohit, Officiating Principal, and it was accepted, unanimously.

**Action Taken 11.06.2020 Governing Body Meeting.**

<b>Resol ution No.</b>	<b>Item</b>	<b>Action Taken</b>
1	Leave of absence	Approved
2	Confirmation of the meeting of previous meeting held on 18.02.2020.	Minutes were approved unanimously
3	Approval for Examination and Result process recommended by CDC and Examination Committee	The examination department conducted exams for all courses of final year students as the guidelines suggested by the SPPU and the Chairman of CDC Shri. Sagar Phadke Sir.
4	Approval of Admission Process to be followed for the Academic Year 2020-2021 as recommended by CDC and Admission Committee.	All admissions were conducted online. Installment facility was given to B.Com., M.Com. and all professional courses. Online classes began as per the timetable forwarded to the Chairman, CDC Shri. Sagar Phadke Sir.
5	Appointments for the teachers for the academic year 2020-2021.	Appointment of CHB were done as per the requirements and online lectures are taken.

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Accepting the resignation of honorable, member, Industry Expert, Mr. Sanjay Kirloskar and inducting a new Industry Expert on GB – BMCC.

**BMCC-GBR-01/15.04.2021** : Resolved, that the, resignation given by Honorable Mr.Sanjay Kirloskar, Industry Expert be and is hereby accepted. Further resolved that the Principal, BMCC be authorized to appoint good personality as an industry expert, who will contribute to our academic challenges ahead us.

4. Approval of Budget for the Academic Year 2021-2022 for BMCC Sr. College, BMCC Non-Grant Unit, BMCC Ladies Hostel, BMCC Boys Hostel units recommended by CDC and Finance Committee, BMCC:-

**BMCC-GBR-02/15.04.2021** : Resolved, that it be recommended to GB through PB that the Principal BMCC be authorized to forward the budget of BMCC Sr. College Unit, Non-Grant Unit, Ladies Hostel, Boys Hostel units to DES Finance Committee for approval.

#### **A. Items from CDC held in jan.2021.**

##### **A1. Approval of Internal Complaint Committee.**

**BMCC-GBR-03/15.04.2021** : Resolved that, the Internal Complaint Committee, recommended by CDC consisting of following members for the period of three years from 2020-21 to 2022-23 as per UGC Gazette notification dated 2<sup>nd</sup> May 2016/ about Vishakha guideline, 12 1998 be and is hereby approved.

- 1) Dr.Varsha H.Deshpande, Chairman,
- 2) Smt.Priti R.Rajguru, Teaching Member
- 3) Dr.Rajashree D.Gokhale, Teaching Member
- 4) Smt.Manjiri T.Pawar, Non-Teaching member
- 5) Shri.Omkar V.Kaldhonkar, Non-Teaching member
- 6) Adv.Pranita Jadhav, Social Worker.
- 7) Nitika Sharma, Research Student
- 8) Riya Bedear, (M.Com.)Students
- 9) Asmita Rasal, B.Com. student
- 10) Anushka Pawar, BBA(CA) student

##### **A2. Post creation for BMS courses.**

**BMCC-GBR-04/15.04.2021** : Resolved that it be recommend to GB (DES) that the Secretary DES be authorized to create following posts for BMS course, at non-grant section of BMCC.

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**BMS -E Commerce Operations –teaching posts required:**

Sr No	Year	Academic Year	No. of Student	Workload Weekly	Full time Posts	Qualifications
1	1st	2020-2021	42	35	02	NET/SET OR M.Phil./Ph.D., Master's degree with 55%
2	2nd	2021-2022	120	70	02	
3	3rd	2022-2023	180	105	01	

**BMS -E Commerce Operations -Non-Teaching Staff requirement.**

Sr.No.	Cadre /Post	No. of Post	Eligibility
1	Office Assistance	01	Graduate and Computer knowledge
2	Peon	01	12 <sup>th</sup> Pass and Computer knowledge

Note – The Government permission for B.Voc and BMS (Ecommerce Operation) courses are pending and hence a suitable letter be sent to Savitribai Phule Pune University and Government regarding it.

**A.3 Appointments for the teachers for the academic year 2021-2022.**

Following suggestions have been given by Shri.Sanjay Jagtap, Government Nominee:-

- I. Do not do adhoc appointment, Government will not take liability for this appointment.
- II. Forward proper proposal to Government for vacant posts. Against each vacant post two qualified CHB teachers will allowed for the college from Govt. If the appointment will be through proper channel, then Govt. will give payment of these teachers.
- III. Due to pandemic situation, this Academic year 2021-22 no need to give advertisement for teachers' appointment. Colleges can continue last year qualified teaching staff for this year.
- IV. Forward proposal to Government against vacant posts. Every vacant post will be get 2 CHB qualified candidate.

**BMCC/GBR- 05 /15.04.2021:** Resolved that it be recommended to GB DES that the Principal BMCC be authorized to inform the Secretary, DES about the appointment of the posts of the following subject teachers for the academic year 2020-2021 as per the workload. Secretary DES be authorized to forward the proposal to the, Joint Director, for vacant posts of teacher, also resolved that due to pandemic situation no need to give advertisement for filling the post of teachers. for the Academic year 2021-22, college can continue last year's teachers for teaching.

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**Details of the vacant posts in BMCC (Senior Section)**

In 2019-20, college has filled posts as **TEACHING ASSOCIATES** on **FULL TIME BASIS** and Some post filled as **CHB** for the period of 9 months on obtaining Govt. Approval / NOC through advertisement by DES office at Grant in Aid Section.

<b>Sr. No.</b>	<b>Name of the Subject</b>	<b>Number of posts</b>	<b>Type of Appointment CHB/adhoc</b>	<b>Minimum Qualifications</b>
1	Banking	01	CHB/adhoc	Master's Degree Hr. Second Class and SET or NET
2	M. Law	01	CHB/adhoc	-do-
3	Economics	01	CHB/adhoc	-do-
4	Statistics	01	CHB/adhoc	-do-
5	Commerce	02	CHB/adhoc	-do-
6	Commerce (will be vacant w.e.f. 01.06.2020)	01 (in Place of Dr. Bengale w.e.f. 01.06.2020)	CHB/adhoc	-do-
7	Librarian	01	Vacant	-do-
8	English	01	CHB/adhoc	-do-

Non-grant Courses Teachers requirement

<b>Sr.No.</b>	<b>Name of the Subject</b>	<b>Number of posts</b>	<b>Type of Appointment CHB/adhoc</b>	<b>Minimum Qualifications</b>
1	Management	03	CHB/adhoc	Masters Degree SET or NET
2	Law	01	CHB/adhoc	-do-
3	Mathematics	01	CHB/adhoc	-do-
4	Accountancy	02	CHB/adhoc	-do-
5	Computer BBA	01	CHB/adhoc	-do-
6	Computer BBA(CA)	02	CHB/adhoc	-do-

If some posts are to be filled on CHB, college will have to obtain NOC from Govt (Jt. Director, HE, Pune) through proper channel and proposal is to be sent through DES office.

While filling posts on CLOCK HOUR BASIS, 2 (TWO) CHB posts have to be filled in place of EVERY 1 (ONE) vacant post. (Ratio 1:2)

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**A. 4 Note from IQAC coordinator, regarding Wifi Campus and Elevator for BBA Building.**

**BMCC/GBR-06/15.04.2021** : Resolved that, the Principal BMCC be authorized to prepare a line drawing in consultation with IT department & invite quotation from IT Department for fibre optical Ring Cabel for BMCC Campus including all buildings (Main Building, Library Building, BBA Building, BMTRC, Jr. College, Ladies Common Room, Boys Hostel, Girls Hostel, Pittee Hall).

**B. Items from Academic council meeting held in Feb.2021.**

**B 1. Approval of Institutional Academic Calendar presented by, Coordinator IQAC, for the Academic Year 2020-21.**

Institutional Academic Calendar was presented by Dr.Varsha Deshapande, Coordinator IQAC, for the Academic Year 2020-21, being a pandemic affected year. it was discussed and it was decided to prepare the academic calendar in detailing the months of academic terms , schedule for examinations and other activities

**BMCC/GBR-07/15.04.2021**: Resolved that, the Academic Calendar recommended by Academic Council will be approved after the implementations, suggested by Shri.Sagar Phadke Sir, Chairman CDC. Principal BMCC be requested to circulate the updated Academic Calendar to all the members.

**B2. Approval of Academic Governance related matters for UG and PG covered the following:**

a. Approval for the remuneration to paper setter as well as for the project guides.

**BMCC/GBR-08/15.04.2021** : Resolved, that it be recommended to GB(DES) that the Principal BMCC, in consultation with Chairman, CDC, BMCC be authorized to make the payment of remuneration for the project assessed by the concerned teachers for the Academic Year 2019-2020. The payments to concern teachers for the project are as per the following table :-

Remuneration for Project guide (Internal)	Rs.60/- per student
Remuneration for external project guide	Rs.40/- per students

Appoint Committee for additional credit courses

**BMCC-GBR-09/15.04.2021** : Resolved that the Principal BMCC is authorized to form a committee to identify and explore Swayam and MOOCs courses for additional credits to benefit the students in terms of availability of various options.

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**B3. Approval for Examination and Result process for the academic year 2020-21 recommended by Examination Committee.**

**BMCC/GBR-10/15.04.2021:-** Resolved that, the Principal BMCC be authorized to conduct internal assessment using descriptive evaluation or even open book examination as per the prevailing conditions, hereafter as per the resources available online / offline from the Academic year 2020-21.

Following suggestions have been given by Shri.Sagar Phadke Sir, Chairman CDC:-

- i) while preparing examination models/QP/MCQ paper, to be truthful to our task and assess the students in proper manner.
- ii) Methodical approach should be taken up while designing the framework of the examination paper and the evaluation system.
- iii) Design Case study based examination model for certain subjects.

**B4. Approval of Admission Process to be followed for the Academic Year 2021-2022 as recommended by Academic Council and Admission Committee.**

**BMCC/GBR-11 /15.04.2021:-** Resolved that the Principal BMCC be permitted to take the online entrance test for the admission procedure for F.Y.BBA, FY BBA(IB), FY BBA(CA) and BMS (E-Commerce Operations) courses for the Academic Year 2021-22 recommended by Academic council, be and is hereby approved. Further resolved that the Principal, BMCC be authorized to conduct an online Entrance Test for the Academic Year 2021-22 admission, immediately after the HSC examination. A ratio of 10<sup>th</sup> and 12<sup>th</sup> std 40% and entrance test 60% will be considered for admission.

**B5. Approval of Board of Studies (BoS) Recommendations**

- a. The respective Board of Studies approved the increase in credits from 3 to 4 in selected papers of specialization and for Financial Accounting in the First Year of B. Com and in Second Year for Business Economics (Macro)
- b. The increase in the number of teaching hours from 45 hours to 60 hours for BBA, BBA (IB) and BBA (CA) courses has been accepted.
- c. The revision was undertaken for one additional credit for projects and the courses. To incorporate projects minor changes in the syllabus is considered and the approval from the respective BOS be sought.

**BMCC/GBR-12/15.04.2021** : Resolved that, the revised 2017 Syllabus with additional credits in specialized papers and few selected papers of all undergraduate courses for First Year and Second Year as recommended by the Academic Council and various Boards of Studies be and are hereby approved.

Further resolved that, the number of hours from 45 to 60 hours for BBA, BBA (IB) and BBA (CA) to increase the credits from 3 to 4 as recommended by Academic Council and respective BoS be and are hereby approved. The Principal, BMCC shall resolve to implement the suggestions as noted above.

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#### **Business Studies Board –**

<b>Sr.No.</b>	<b>Course</b>	<b>Sub. Code &amp; Name</b>
1	SYBBA	2305 B - Fundamentals of Marketing
2	SYBBA	2406 B - International Marketing
3	TYBBA	2605 B Consumer Behaviour
4	SYBBA	2305 C Introduction to functions of HRM
5	SYBBA	2405 C Training and Development
6	SYBBA	2305 D- Services Management
7	SYBBA	2405 D - Current Trends in Services
8	SYBBA-IB	3302 - Fundamentals of Marketing
9	SYBBA-IB	3401 - International Marketing

#### **B6. Approval of new reforms proposed by Principal BMCC.**

- a) **Multidisciplinary or interdisciplinary approach to be brought in the existing courses**
- b) **Multidisciplinary or interdisciplinary Courses to be started for additional credits to be offered to students as a choice through the Experiential Learning Board.**

The proposal of multidisciplinary or interdisciplinary courses and courses for additional credits to be offered to students as a choice through the Experiential Learning Board was discussed. CA Shri Sagar Phadke, Chairman, CDC, BMCC suggested the following suggestions :-

- i. In point of new education policy, every institute is become multi-institution. An institutional Development plans should be formatted, related to your college. More discipline and more programs will be added.

Decide what are the areas in which we are thinking about?

Dr. Seema Purohit:- We are in Commerce- Topics from Mathematical Finances, mathematical Economy. We have some expertise in Mathematical Finances.

**BMCC/GBR-13/15.04.2021:-** Resolved that the Principal BMCC be authorized to circulate the list of 18 courses recommended by Academic Council, with more details to all GB members. Every member will give suggestions for this.

#### **B7- Approval of Report from Research Centre presented by Coordinator, Research Centre regarding evolving strategies and plan to implement various program for increasing the quality of research, recommended by Academic Council, BMCC.**

Prin. Madam explained view and plans for Research centre. She informed about

- i) Inauguration of Gateway.
- ii) Online subscriptions of the book
- iii) Procurement of licence copy of plagiarism software.
- iv) Workshop to explain what the exact process is how to collect data for Research.
- v) Instead of general Research Methodology workshop, we have focus Research orientated workshop.



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**BMCC/GBR-14/15.04.2021:-** : Resolved that the Report from Dr.P.V.Sathe, Co-ordinator, Research centre, has been approved with the budget from all the members.

**B8. Approval of BOS of Film Making and Dramatics (FMD) course**

**BMCC/GBR-15/15.04.2021:-** : Resolved that the list of following BOS members for the Film Making and Dramatics (FMD) course, recommended by the Academic Council be and is hereby sanctioned.

Sr.No.	Name	Designation
1	Dr. Chandrakant N. Rawal, Ex. Principal (up to 31.12.2020) Dr.Seema U.Purohit, officiating Principal (w.e.f.01.01.2021)	Honorable Chairman
2	Dr. Madhavi Reddy, HOD, DMCS, SPPU	SPPU Nominee
3	Mr. Vikram Gokhale, Veteran Actor & Director	Expert industry
4	Mr. Sachin Wagh, Renowned Director-Editor	Expert industry
5	Mr. Abhiram Bhadkamkar, Veteran Writer-Director	Alumni
6	Mr. Aditya Sarpotdar, Renowned Director	Alumni
7	Mr. Giresh Kemkar, Veteran Media Professional	Member
8	Mr. Prashant Gokhale, Director, JRVGTI	Member
9	Dr. Ashish Puranik, Vice-Principal, BMCC	Course Co-ordinator

**a. Approval of Syllabus of B.Voc in Film Making and Dramatics (FMD) Course recommended by BOS of Film Making and Dramatics (FMD) and Academic council, BMCC**

Preamble:- Principal BMCC submitted a proposal to UGC for B.Voc Degree in Film Making and Dramatics, under the National Skills Qualification Framework (NSQF). UGC has given permission to start B.Voc.Degree in Film Making and Dramatics (FMD) the course under (NSQF) from the Academic Year 2021-2022. The course has multiple entry and exit as follows:-

Sr.No.	Course Name	Degree
1	First Year	Diploma level
2	Second Year	Advanced Diploma level
3	Third Year	Degree level.

**CREDIT POINT SYTEM:**

Every semester General Component module for 12 credits and Skill, Component modules for 18 credits.

For B.VOC. Film Making and Dramatics (FMD), 3 years 6 semesters program with total 180 credit.

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**BMCC/GBR-16/15.04.2021:-** :- Resolved that the syllabus recommended by Academic Council and Board of Studies of Film Making and Dramatics be and is hereby approved .

<b>B.VOC in Filmmaking &amp; Dramatics <u>First Year</u> – Diploma level Semester I</b>				
Code	General Component Modules	Credits	Theory	Assign.
G1001	Introduction to Filmmaking & Dramatics - I - Brief history of Film, Television & dramatics... - Evolution of Film making & Dramatics - Trends & changes, technical evolution - Basics of production process...	4	2	2
G1002	Socio-Cultural ethos - Socio-economic. & political impact on art & culture... - Evolution of a new culture... - Science of Humanity - Personality of cities, villages, regional culture - Dialects and lifestyles, nationhood, religious issues, integrity in diversity etc	4	2	2
G1003	Indian Theatre & Cinema I - Brief history of Indian theatre & Indian Cinema - Hindi and regional cinema, - New wave / parallel / third wave cinema... - Milestones of cinema & theatre... - Commercial cinema & art films... - Box-office parameters	4	2	2
	Total credits	12	6	6
Code	Skills Component Modules	Credits	T	P

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S1001	Self-Actualisation – Practical process <ul style="list-style-type: none"> <li>- Who am I? Personality traits</li> <li>- Thinking process &amp; decision making</li> <li>- Maslow’s hierarchy, refers to the realization of a person’s potential, self-fulfillment, seeking personal growth and peak experiences</li> <li>- Who am I?... purpose, needs, growth, setting goals, achievements...</li> </ul>	6	2	4
S1002	Ensemble Ethics – Activities on Group Dynamics <ul style="list-style-type: none"> <li>- Team work... Development of team spirit...</li> <li>- Personal egos and creative dynamism</li> <li>- Group dynamics</li> <li>- Defense mechanisms...</li> <li>- Professional work culture...</li> <li>- Efficiency &amp; time management...</li> <li>- Achieving goals in group activities...</li> <li>- Team building games</li> </ul>	6	2	4
S1003	Voice culture & Diction – Exercises <ul style="list-style-type: none"> <li>- Diction, Voice culture</li> <li>- Dialogues with movements, focus, projections</li> <li>- Characterisation</li> <li>- Matching the notes</li> <li>- Storytelling, Anchoring links, extempore, PTCs, skits, improvisations.</li> <li>- Importance of communication skills</li> <li>- Breathing space &amp; diction</li> <li>- Modulation</li> </ul>	6	2	4
	Total credits	18	6	12
<b>B.VOC in Filmmaking &amp; Dramatics <u>First Year</u> – Diploma level Semester II</b>				
Code	General Component Modules	Credits	T	A

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G2001	Introduction to Filmmaking & Dramatics -II <ul style="list-style-type: none"> <li>- Technical evolution...</li> <li>- Celluloid to Digital...</li> <li>- Projection &amp; distribution</li> <li>- Cinema halls, multiplex, satellite UFO distribution system etc...</li> <li>- New media, social media / digital media...</li> <li>- New trends of web series, OTT platforms</li> </ul>	4	2	2
G2002	Production process <ul style="list-style-type: none"> <li>- Cinema, television &amp; Theatre perspectives</li> <li>- Concept to presentation</li> <li>- Content research, audience research,</li> <li>- Pre-production, Post-production</li> </ul>	4	2	2
G2003	Indian Theatre & Cinema II <ul style="list-style-type: none"> <li>- Introduction to great Indian writers, directors, actors...</li> <li>- Milestones of Indian cinema, television &amp; dramatics...</li> <li>- Regional cinema &amp; regional theatre...</li> <li>- Forms of storytelling, Folk art and music, traditional art...</li> </ul>	4	2	2
		12	6	6
Code	Skills Component Modules	Credits	T	P
S2001	Framing the Content - Practical & projects <ul style="list-style-type: none"> <li>- Window on the world...</li> <li>- Basics of frame composition...</li> <li>- Languages of storytelling...</li> <li>- Subjectivity... meaning... perception...</li> <li>- Audience reactions, feedback &amp; impact...</li> <li>- Exercises on framing the content...</li> </ul>	6	2	4

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S2002	Stagecraft - Practical & projects - Space, dimensions, backdrop & props - Set designing - Stage management - Entry & exit of each scene - Construction & rigging scenery - Light sources, lighting plan - Costume design and makeup	6	2	4
S2003	Cinema Craft - Practical & projects - Reece, location hunting - Pre-production planning, - Designing a scene - Preparation of shooting - Production plan & shooting plan, floor plan - Post production activities - Sound engineering & recording	6	2	4
		18	6	12

**B.VOC in Filmmaking & Dramatics Second Year – Advanced Diploma Semester III**

Code	General Component Modules	Credits	T	A
G3001	Concept design, Genres - Content research - Concept development - One liner and story - synopsis - Development of characters and scenes - Various genres and treatment, storytelling - Dialogues and dialects	4	1	3
G3002	Shot, Scene, Sequence - Language of filmmaking - Structure & grammar of filmmaking - What is Shot, Scene & Sequence? - Impact of Shot, Scene & Sequence - To & fro storytelling, flashbacks	4	1	3

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	- Developing interest, surprises, suspense and drama			
G3003	Content & Audience Research - Content research & content designing - Market research / survey - Library work - research & references - Audience research - Tools for feedback - Responses at box office & festivals	4	1	3
		12	3	9
Code	Skills Component Modules	Credits	T	P
S3001	Camera & Lighting craft - Practical - Operation & functions - Camera movements - Various lenses - Camera position - Basic lighting - Depth of field - Exposure	6	2	4
S3002	Editing & sound craft - Operations & functions, - Operations at Field & Studio, - Aesthetics of editing - Cuts, Jump cuts, action match - Sound perspectives - Songs, background score - Creating international track - Sound mixing & balancing - Special effects - Luma-Chroma keying	6	2	4

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	<ul style="list-style-type: none"> <li>- Graphics &amp; titles</li> <li>- Colour correction, DI, optical processes</li> </ul>			
S3003	Screenwriting craft <ul style="list-style-type: none"> <li>- Developing a concept</li> <li>- Project designing</li> <li>- One liner, story, script</li> <li>- Various genres, daily concepts,</li> <li>- Brain storming techniques,</li> <li>- Screenplay writing,</li> <li>- Writing dialogues</li> <li>- Writing to the visuals, voiceovers and narration</li> </ul>	6	2	4
		18	6	12
<b>B.VOC in Filmmaking &amp; Dramatics <u>Second Year</u> – Advanced Diploma (Semester IV)</b>				
Code	General Component Modules	Credits	T	A
G4001	Sets & Props <ul style="list-style-type: none"> <li>- Art direction</li> <li>- Set designing</li> <li>- Treatment through sets &amp; props</li> <li>- Neutral / suggestive sets, realistic and modern</li> <li>- Outdoor &amp; Indoor</li> <li>- Background, foreground and objects</li> <li>- Colour coding and designing</li> </ul>	4	2	2
G4002	Media Laws & Ethics <ul style="list-style-type: none"> <li>- Copy right, patents</li> <li>- Defamation</li> <li>- Contempt of court</li> <li>- Libel and Slander</li> <li>- Privileges of Parliament</li> <li>- Social media &amp; cybercrime</li> </ul>	4	2	2

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G4003	Finance, Marketing & Distribution <ul style="list-style-type: none"> <li>- Planning budget</li> <li>- Investors, sponsors, partners</li> <li>- Financial management</li> <li>- Legal agreements and terms &amp; conditions</li> <li>- Marketing plan, onscreen, off screen, various sponsorships, partners and revenue generation</li> <li>- Plan of distribution, prints, advertisements</li> <li>- Outdoor displays, promotions, ground events</li> </ul>	4	2	2
		12	6	6
Code	Skills Component Modules	Credits	T	P
S4001	10 shots exercise – Project <ul style="list-style-type: none"> <li>- Various viewpoints</li> <li>- Crossing camera line</li> <li>- Camera angles &amp; viewpoints</li> <li>- Chroma keying</li> <li>- Various lights, basic 3-point lighting</li> <li>- Special lights, effects</li> <li>- Lights, Shadows &amp; Silhouettes</li> </ul>	6	0	6
S4002	5 dialogues exercise – Project <ul style="list-style-type: none"> <li>- Performance</li> <li>- Working with the script</li> <li>- Acting styles</li> <li>- The rehearsal processes</li> <li>- The performance</li> </ul>	6	0	6
S4003	Shot-Scene-Sequence – Project <ul style="list-style-type: none"> <li>- Basic structure of a film / drama</li> <li>- Story Telling, ST Traditions</li> <li>- Telling a Story</li> <li>- Shot division</li> <li>- Planning script</li> </ul>	6	0	6



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		18	0	18
<b>B.VOC in Filmmaking &amp; Dramatics <u>Third Year</u> – Degree Level Semester V</b>				
Code	General Component Modules	Credits	T	A
G5001	Directorial treatment - Elements of directorial treatment - Role of sound & music - Creation of mood & impact - Movements, mice & scenes - Preparation - Characterisation process - Motivation & behaviour - Creating specific charters - Stage movement basics	4	2	2
G5002	Story board - Blue print of a film or drama - Aspects of storyboard - Preparation for storyboard - Visualisation of script - Treatment planning - Storyboard & Screenplay	4	2	2
G5003	Line producing - Planning daily activities of shoot - Execution of daily productions - Coordinating inputs of all departments - Technical knowledge - Creative treatment with directorial team - Post production plan - Marketing & Distribution plan	4	2	2
		12	6	6
Code	Skills Component Modules	Credits	T	P

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S5001	7 in 1 view-points – Project - Point of views - Development of treatment to the script - Shot division - Subjective & objective view-points of every element - Shot treatment and impact	6	0	6
S5002	Sound & Music production - Project - Role of sound & music - Various Genres & background score impact - A presentation without any word / dialogue - Pantomime - Taal, Lay & synchronisation - Matching the notes	6	0	6
S5003	Diploma Production (8 – 10 mins) - Project - Production of a short film / documentary OR - Production of a play / skits / musical presentation / Animal Pantomime	6	0	6
		18	0	18
<b>B.VOC in Filmmaking &amp; Dramatics <u>Third Year</u>- Degree Level (Semester VI)</b>				
Code	General Component Modules	Credits	T	A
G6001	Script, Screenplays craft - Craft a Log line, one liner - Write a Treatment. - Develop Your Characters. - Plot and Outline. - Write a First Draft. - Step Back and Take a Break, refinements - Rewrite.	4	2	2

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G6002	Graphics & F/X - Titles & computer graphics - Stop motion, interval recording - Credit lines, opening & closing treatment - Content treatment by transitions - Special effects, digital & optical - Compositing layers - Mastering	4	2	2
G6003	Story telling - Art of Story Telling - ST Traditions in films or theatre - Telling a Story on screen - Telling a story on stage - Animal Pantomime - Improvisation & tableau	4	2	2
		12	6	6
Code	Skills Component Modules	Credits	T	P
S6001F	Degree Film production - Final Project - Production of a short film / documentary / human interest story	18 OR	6	12
S6001D	Degree Drama production - final project - Production of a play / skits / musical presentation / Animal Pantomime	18		
	Credit points per year	60	--	--
	<b>Total Credit Points</b>	<b>180</b>		

**b. Commencement of course of B.Voc. Film making and Dramatics (FMD) from the Academic year 2021-22 recommended by Academic council, BMCC.**

**Preamble:** The Board of Studies discussed the structure of the course. The syllabus for the first two semesters was also discussed. It was also discussed that syllabus may be modified if required by following the due process. It was discussed that media aptitude test & counselling session be conducted for the screening & selection for the admissions. The degree will be awarded by BMCC and SPPU.

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**BMCC/GBR-17/15.04.2021:-** Resolved that it be recommended to GB DES that the Principal BMCC be authorized to start B.Voc. Film Making and Dramatics (FMD) degree course recommended by Academic Council and BOS of Film Making and Dramatis from the Academic year 2021-2022, following the due procedure of getting University and Government permissions.

**C. Appointment of Teaching and non-teaching staff for B.Voc. Film making, and Dramatics (FMD) Course recommended by, Academic Council, BMCC.**

**Preamble:** It was decided that the required number of qualified faculty be appointed for the programme. In addition, one or more Technical Staff to be appointed for technical / practical work as required in due course of B.Voc. The selection process to be conducted by BMCC independently.

**BMCC/GBR-18/15.04.2021:** Resolved that it be recommended to GB (DES) that posts of Teaching & Non-Teaching Staff for the Film Making and Dramatics (FMD) course be created as per the following table. It is further resolved that Principal BMCC be authorized to process the recruitment using DES standard procedures and norms.

**Teaching & Non-Teaching Staff.**

Sr.No.	Cadre /Post	No. of Post	Eligibility
1	HOD	01	Masters degree with 55% marks and Minimum 25-30 years professional experience in the related field.
2	Visiting Faculty	08	Masters degree with 55% marks and Minimum 15-20 years professional experience in the related field.
3	Regular Faculty	01	Masters degree with 55% marks and Minimum 15 years professional experience in the related field.

**Non-Teaching Staff**

Sr.No.	Cadre /Post	No. of Post	Eligibility
1	Technical Assistant	01	Graduate with Higher Second Class and Minimum 10 years' experience in related filed.
2	Technical attendants	02	12 <sup>th</sup> passed and Minimum 2-3 years' experience of shooting / editing
3	Admin in charge	01	Graduate and Computer knowledge
4	Office boy	01	12 <sup>th</sup> Pass and Computer knowledge

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**d. Admission procedure of B.Voc. . Film making and Dramatics (FMD) from the Academic year 2021-21 recommended by Academic council, BMCC.**

**Preamble:** The intake capacity of the course is 80 students. Admission to the programme can be taken after 12th standard. It was discussed and decided that admissions to be done as per the existing method in BMCC. Accordingly, a media aptitude test should be conducted and admissions to be given on merit basis and by following government norms of Social Reservation.

**BMCC/GBR-19/15.04.2021:-** Resolved that, it be recommended to GB (DES), that the Principal BMCC be authorised to sanction the admission procedure for the Film making and Dramatics recommended by the Academic Council and BOS of film making and dramatics, on the basis of Media Aptitude Test and Interviews be conducted through an Entrance test for the Academic Year 2021-2022, with media aptitude test fee of Rs.1000/- to meet the expenses towards the media test.

**e. Multiple exit pattern of B.Voc. Film making and Dramatics (FMD) from the Academic year 2021-21 recommended by BOS Film making and Dramatics (FMD) and Academic Council, BMCC.**

**Preamble :** The Multiple Entry and exit is to be allowed to students in case the student cannot complete the course at a stretch or wants to re-join after a time gap. The following pattern was suggested so that any learning that is done by a student is to be acknowledged by industry.

- Exit on completion of one year -Diploma to be awarded by BMCC
- Exit after completion of two years- Advanced diploma to be awarded by BMCC
- Full three-year course- Degree from SPPU

**BMCC/GBR-20/15.04.2021:-** Resolved that, the multiple exit pattern as per the pattern suggested and introduced by Academic Council and BOS of (FMD) ,and award diploma /advanced diploma if the student drops out after first year /second year as per following table be and is hereby approved.

Sr.No	Description	Degree / diploma
1	Exit on completion of one year	Diploma to be awarded by BMCC
2	Exit after completion of two years	Advanced diploma to be awarded by BMCC
3	Full three-year course	Degree from SPPU

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**f. Examination Pattern of B.Voc. Film making and Dramatics (FMD), recommended by BOS of Film making and Dramatics (FMD) and Academic Council, BMCC.**

**Preamble:** Examination / Evaluation: It was discussed and decided that the examination and evaluation pattern as is existing in BMCC for other programmes be adopted for this programme. Accordingly, 40/60 pattern was approved. Internal examination comprising of continuous evaluation will be of 40 marks and semester end examination will be of 60 marks.

**BMCC/GBR-21/15.04.2021:-** Resolved that, the examination pattern for B.Voc in Film Making and Dramatic (FMD) course recommended by Academic Council and BoS of (FMD) be and is hereby approved, Further resolved ,that the Controller of Examination of BMCC be authorised to implement the Evaluation pattern for Film making and dramatics course consisting of 40 marks Internal & 60 marks External pattern, as recommended by BOS.

**C. Item from Principal**

**C 1. Embedding Apprenticeship / Internship in the curriculum**

- Introduction skill-based Apprenticeship/ Internship in the existing degree programmes
- Starting Apprenticeship / Internship based programmes (Certificate / Diploma / Degree)
- In association with identified Skill Sector Councils (SSC), Board of Apprenticeship and Training, Govt. of India under autonomy at BMCC by coordinator Autonomy.
- MoU with BOAT(Board of Apprenticeship and Training)

**BMCC/GBR-22/15.04.2021:-** Resolved that the Principal BMCC , in consultation with Chairman, CDC be authorized to apply for new division for BBA and B.Com.course. Principal BMCC be also authorized to circulate a copy of the MOU with all the GB members for their opinions or ideas for this new course.

Chairman Shri.Sagar Phadke Sir has given following suggestions:-


- 1) At present we will not apply Apprenticeship based course to existing B.Com, BBA courses.
- 2) We propose to start new division new course which is based on apprenticeship based.
- 3) Where we would like to join our hands with other skill council sector, not only with retail sector, but other sectors also.
- 4) We can design the course in such a way, that the students can have an option to go for three terms of apprenticeship based or one term of apprenticeship based with diploma

Item from Chairman, GB:-

Shri.Sagar Phadke Sir, Chairman GB has been informed to all members regarding Faculty Development Program on “Ancient Indian Academic Tradition” which will be organized offline only after the pandemic situation is over.

Meeting concluded with vote of thanks.

(Shri.Sagar Phadke)  
Chairman GB

  
(Dr.Seema U. Purohit)  
Officiating Principal,