THE ASSAM
ROYAL GLOBAL UNIVERSITY
— GUWAHATI —

CRITERION 1
CURRICULAR ASPECTS

METRIC NO. 1.2

Academic Flexibility

Minutes of Board of Studies Meeting

Royal School of Design

Communication Design
Graphic Design

3rd Meeting of **The Board of Studies** (B.O.S.) of
ROYAL SCHOOL OF DESIGN, **R.S.D.** (Communication & Graphic Design)
Venue: **C- Block, 3rd Floor**
Mode: **Hybrid**

Proposed Date : **21-03-2023**   Time: **10:00 AM onwards**

A. DEPARTMENTAL BOARD (To be approved by B.O.M./ Vice-Chancellor/ Registrar – *Tenure 2 Years : starting 17th March 2023*)

Composition :

1. **Ar. Siddharta Deb** (Professor/Chairperson) : Principal
   +91 78968 32054, siddhartha.deb@rgi.edu.in

2. **Ar. Jyotirmoy Pathak** : *Academic Expert (External)*
   Asst. Prof. , NIFT Shillong
   +91 98541 45190, jyotirmoy.pathak@nift.ac.in

3. **Simranjit Singh** : *Industry Expert (External)*
   Founder & Principal Designer, Third Identity Studio
   Chandigarh - 160009
   +91 87250 02134, 3id.consultants@gmail.com

4. **Zubin Islam** (Assistant Professor) : *Nominee of Vice-Chancellor*
   +91 96191 21397, zislam@rgu.ac

5. **Ms. Moon Moon Ahmed** (Academic Section) : *Nominee of Registrar*
   +91 98640 59775, mmahmed@rgu.ac

ROYAL SCHOOL OF DESIGN
The Assam Royal Global University
Betkuchi, NH-37, Ghy-35, Assam

ROYAL GLOBAL UNIVERSITY
— GUWAHATI —

3rd Meeting of **The Board of Studies** (B.O.S.) of
ROYAL SCHOOL OF DESIGN, R.S.D.
Venue: **C- Block, 2nd Floor**
Mode: **Hybrid**

Proposed Date : 21-03-2023

Time: 10:00 AM onwards

Sl. No.	Name of the Member	Designation	Status	Mode
1	Ar. Siddhartha Deb	Principal	Chairperson	Physical/ Offline
2	Asst. Prof. Jyotirmoy Pathak	Asst. Prof., NIFT Shillong	Academic Expert	Virtual/ Online
3	Simranjit Singh	Founder & Principal Designer, Third Identity Design, Chandigarh	Industry/ Field Expert	Virtual/ Online
4	Ms. Moon Moon Ahmed	Academic Section, The Assam Royal Global University	Nominee of the Registrar	Virtual/ Online
5.	Zubin Islam	Coordinator & Asst. Professor, RSD (CD & GD)	All faculty members in the cadre of Asst./ Assoc./ Prof. may kindly be considered under the category of all Professors (Ex-officio) as mentioned in the composition of School Board.	Physical/Offline/Online

ROYAL GLOBAL UNIVERSITY
— GUWAHATI —

3rd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

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Proposed Date : 21-03-2023   Time: 10:00 AM onwards

Sl. No.	Name of the Member	Designation	Status	Signature
1	Ar. Siddhartha Deb	Principal	Chairperson	
2	Asst. Prof. Jyotirmoy Pathak	Asst. Prof., NIFT Shillong	Academic Expert	
3	Simranjit Singh	Founder & Principal Designer, Third Identity Design, Chandigarh	Industry/ Field Expert	
4	Ms. Moon Moon Ahmed	Academic Section, The Assam Royal Global University	Nominee of the Registrar	
5.	Zubin Islam	Coordinator & Asst. Professor, RSD (CD & GD)	All faculty members in the cadre of Asst./ Assoc./ Prof. may kindly be considered under the category of all Professors (Ex-officio) as mentioned in the composition of School Board.	

ROYAL SCHOOL OF DESIGN
The Assam Royal Global University
Betkuchi, NH-37, Ghy-35, Assam

3rd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Proposed Date : 21-03-2023   Time: 10:00 AM onwards

AGENDA

• Welcome and introduction of new members of the Board of Studies of Royal School of Design to the Board.

• Updating the members about the status of impart of course curriculum since the last BoS meeting held on 29.12.2022.

• Approve the new syllabi of 5th, 6th, 7th and 8th Semester of Undergraduate Programmes (Communication Design & Graphic Design) in the line of NEP 2020.

• Discuss the re-shuffling of subjects among Core, DSE, VAC, SEC and GE categories under course curriculum.

• Suggestions from External Experts about inclusion/ applicability of SWAYAM and MOOCs courses to the course curriculum of B.Des. programme.

• Feedback of the syllabus and course structure needs to be taken from faculty and students.

• Any other matter with the permission of the Chair.

• Vote of Thanks.

3rd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Date : 21-03-2023   Time: 10:00 AM onwards

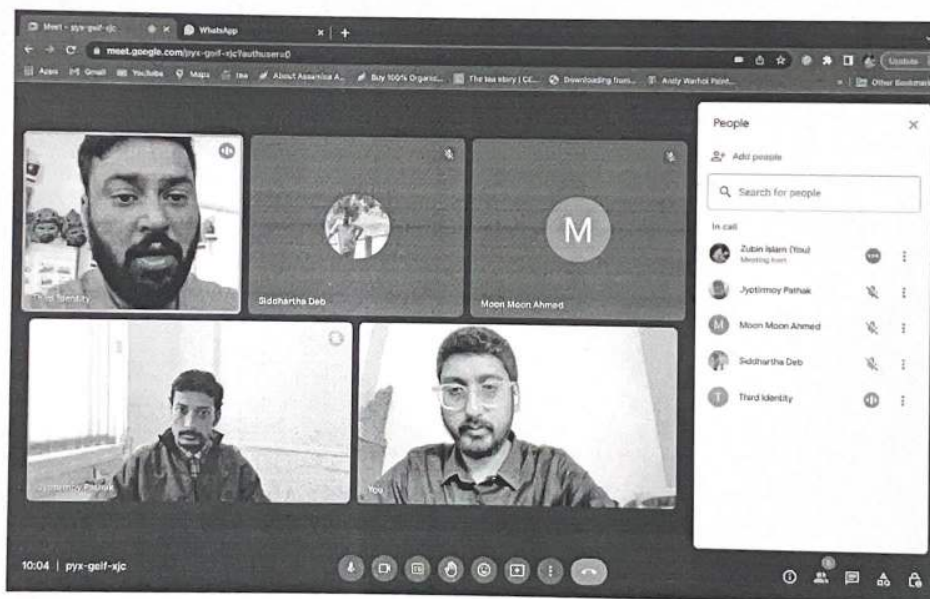**Minutes of the Meeting**

BOARD OF STUDIES – DEPARTMENTAL BOARD

1. Welcoming the experts, HOD and Registrar Nominee to the meeting.
2. A clarification was needed as a point was put forth by the Dean of Academics that the credit system 2-0-4-4 will need theory evaluation as well as evaluation in practical based systems. On bringing up the topic in the meeting with the experts, the academic expert mentioned that design as a course needs to be evaluated in a practical manner and all subjects of design in NIFT is evaluated as practical subjects with external jury members. Hence, the possibility of changing the credit breakdown to 0-0-8-4 has been noted.
3. The importance of practical knowledge was put forth and all subjects should follow evaluation criteria with practical based outcomes.
4. Industry expert suggested the syllabus is already structured keeping in mind the courses are at industry standards with importance of practical knowledge.
5. The course and syllabus has also been ratified in accordance to NEP keeping in mind that a student can leave the course after any academic year with the needed skill set to be employable.
6. A suggestion to shift the subject "Publication Design" from the 5th semester to the 4th semester or make it the first subject to start from the 5th semester.
7. All major assignments in the 6th and 7th semester in subjects like Design Management and Design Entrepreneurship should be group based assignments. As training has to happen for students to learn and work in teams and know how to collaborate with other students working with their strengths and weaknesses.
8. Assessment of group assignments need to be critical of the students working in a team with their respective role in the group.

BOARD OF STUDIES - SCHOOL BOARD

9. Changing of Nomenclature from Thesis to Project in 8th semester
10. Adding of subjects in DSE for more options to be provided for each semester.
11. SWAYAM/MOOCS courses to be offered as electives in the course where in a student can take up these courses as extra credits which will be added in their final marksheets.
12. The scheme of evaluation of all the practical subjects have to be ratified and further broken down.

ROYAL GLOBAL UNIVERSITY
──── GUWAHATI ────

3rd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Date : 21-03-2023   Time: 10:00 AM onwards

Action Taken Report

1. Subjects with practical pedagogy in course structure LTP/S-C has been changed to 0-0-8-4 with all learning hours moving to practical/studio sessions.
2. The course and syllabus has also been ratified in accordance to NEP keeping in mind that a student can leave the course after any academic year with the needed skill set to be employable.
3. A suggestion to shift the subject "Publication Design" from the 5th semester to the 4th semester or make it the first subject to start from the 5th semester has been taken into consideration and implemented.
4. All major assignments in the 6th and 7th semester in subjects like Design Management and Design Entrepreneurship is now group based assignments. As training has to happen for students to learn and work in teams and know how to collaborate with other students working with their strengths and weaknesses.
5. Inclusion of feedback of faculty and students within the syllabus and lesson plans.
6. Changing of Nomenclature from Thesis to Project in 8th semester
7. Adding of subjects in DSE for more options to be provided for each semester.
8. The scheme of evaluation of all the practical subjects have been vetted.

ROYAL GLOBAL UNIVERSITY
— GUWAHATI —

2nd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.** (Communication Design)

Venue: **C- Block, 3rd Floor**

Mode: **Hybrid**

Proposed Date : **09-06-2022**   Time: **10:00 AM onwards**

A. **DEPARTMENTAL BOARD**

Composition :

1. **Zubin Islam** (Assistant Professor) : *Convener*
   +91 96191 21397, zislam@rgu.ac

2. **Dr. Abhijit Padun** : *Academic Expert (External)*
   Asst. Prof. , CIT Kokrajhar
   +91 98541 45190, a.padun@cit.ac.in

3. **Ar. Jyotirmoy Pathak** (Assistant Professor) : *Member*
   +91 98541 45190, jpathak@rgu.ac

4. **Ms. Moon Moon Ahmed** (Academic Section) : *Nominee of Registrar*
   +91 98640 59775, mmahmed@rgu.ac

ROYAL SCHOOL OF DESIGN
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ROYAL GLOBAL UNIVERSITY
— GUWAHATI —

2nd Meeting of **The Board of Studies** (B.O.S.) of
ROYAL SCHOOL OF DESIGN, **R.S.D.**
Venue: **C- Block, 2nd Floor**
Mode: **Hybrid**

Date : 09-06-2022.   Time: 10:00 AM onwards

Sl. No.	Name of the Member	Designation	Status	Mode
1	Zubin Islam	Coordinator & Asst. Professor, RSD (CD & GD)	Convener	*Physical/ Offline*
2	Asst. Prof. Jyotirmoy Pathak	Asst. Prof.	Member	*Virtual/ Online*
3	Dr. Abhijit Padun	Asst. Prof. & HOD, CIT Kokrajhar	Academic Expert	*Virtual/ Online*
4	Ms. Moon Moon Ahmed	Academic Section, The Assam Royal Global University	Nominee of the Registrar	*Virtual/ Online*

ROYAL SCHOOL OF DESIGN
The Assam Royal Global University
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ROYAL GLOBAL UNIVERSITY
——— GUWAHATI ———

3rd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Date : 09-06-2022   Time: 10:00 AM onwards

Sl. No.	Name of the Member	Designation	Status	Signature
1	Zubin Islam	Coordinator & Asst. Professor, RSD (CD & GD)	Convener	
2	Asst. Prof. Jyotirmoy Pathak	Asst. Prof.	Member	
3	Dr. Abhijit Padun	Asst. Prof. & HOD, CIT Kokrajhar	Academic Expert	
4	Ms. Moon Moon Ahmed	Academic Section, The Assam Royal Global University	Nominee of the Registrar	Moon Moon

ROYAL SCHOOL OF DESIGN
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2nd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Date : 09-06-2022   Time: 10:00 AM onwards

AGENDA

- Welcome and introduction of Dr. Abhijit Padun to the Board of Studies of Royal School of Design to the Board.

- Briefing of the Syllabus and Course Structure.

- Addressing the changes proposed in the syllabus –

    a) 'UX' name changed to 'User Experience'
    b) 'Colour & Form Studies' to 'Colour Theory'
    c) Change of the scheme of evaluation of 'Art of Research'
    d) Change in module topics in 'Art of Research'
    e) Remove 'Elements of Graphic Design' and add 'Advanced Art History' in the 3rd Semester.
    f) Digital Tools Basic will include only Photoshop and Illustrator and Digital Tools Advanced will include InDesign and Blender basic tutorials
    g) 'Design in Digital Media Platforms' to 'Design in Digital Media'
    h) Change in LOCF structure through courses accordingly to new NEP laws.

- Any other matter with the permission of the Chair.

- Vote of Thanks.

ROYAL SCHOOL OF DESIGN
Royal Global University
37, Ghy-35, Assam

2nd Meeting of **The Board of Studies** (B.O.S.) of

ROYAL SCHOOL OF DESIGN, **R.S.D.**

Venue: **C- Block, 2nd Floor**

Mode: **Hybrid**

Date : 09-06-2022   Time: 10:00 AM onwards

Minutes of the Meeting

1. Welcoming the expert Dr. Abhijit Padun and the Registrar Nominee to the meeting.
2. The members were updated about approval of the entire course structure and detailed syllabus for B.Des. Communication Design.
3. The change suggested in the syllabus –
   a) 'Colour & Form Studies' to 'Colour Theory' – nomenclature change
   b) 'Elements of Graphic Design' to be removed and replaced with 'Art History'
   c) Nomenclature name change – 'Design in Digital Media Platforms' to 'New Media Design'
   d) The course – 'Socio Cultural Design' has been moved to semester 2 from semester 3 and lowered the credits from 3 to 2.
   e) The nomenclature of subject code has changed for 'Art of Research' – COD082C205 to COD082C215.
   f) 'UX' to be changed to 'User Experience Design'

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Mode: **Hybrid**

Date : 09-06-2022   Time: 10:00 AM onwards

Action Taken Report

1. The name 'Colour & Form studies' has been changed to 'Colour Theory'
2. Subject and course – 'Elements of Graphic Design' has been removed and replaced with 'Advanced Art History'
3. The course name – 'Design in Digital Media Platforms' has been changed to 'New Media Design'
4. The course – 'Socio Cultural Design' has been moved to semester 3 from semester 2 and increased the credits from 2 to 3.
5. The course – 'Illustration Techniques and exploration' has been moved to semester 2 from semester 3 and lowered the credits from 3 to 2.
6. The nomenclature for 'Art of Research' has been changed from COD082C205 to COD082C215
7. 'UX' changed to 'User Experience'

Observation on the Minute of the Board of Studies of the Royal School of Design held on 9th June 2022.

A. Is this Minute of the 3rd Board of Studies meeting? It is not mentioned anywhere in the Minute. However, I assumed it to be the 3rd meeting based on content in point No. 3, where it is mentioned that *The following actions which were taken after the 2nd BoS, with respect to corrections-*

B. In the Word document provided through the mail, it is mentioned in the Facing page

<div align="center">

Syllabus and Course Structure
Bachelor in Design (Communication Design)

</div>

On the next page (Page 2), it is mentioned

Bachelor in Product Design
Course Structure

Also on the succeeding page (Page 3), it is mentioned

Bachelor in Product Design
Course Structure

Should it be a Bachelor of Communication Design? If so, it is to be corrected. Confusion arises because the course structure includes a course Introduction to Workshop which is normally a Product Design core course.

In case of any corrections are required on these 2 Pages, changing Bachelor of Product Design to Bachelor of Communication Design should be done.

Under point 3 a. of the BoS minute, it is mentioned that the name 'Colour and Form Studies' has been changed to 'Colour Theory'

-and in the word document provided through the email - at Level: Semester 1, a course: COD082C113 with Title of the Paper: **'Colour Theory'** is found and its contents are found to be appropriate. One conflict in the content is that in the 2nd-course objective it is mentioned that *'The emphasis is not on the psychological impact of colour, but learning the basic theory, through practical assignments',* but in the course outline, under unit 4, it is mentioned *'colour Psychology'*. This is self-contradictory. Colour theory is all about the formation of colour and consist of Pigment theory and light theory but designer must know the psychological impact

of using colour and hence 2nd course objective need modification. Otherwise, the changes have been appropriately implemented.

Under point 3 b. of the BoS minute, it is mentioned that the Subject and course *'Elements of Graphic Design'* has been removed and replaced with *Advanced Art History*.

-and in the word document provided through the email, there is no course named *Advanced Art History* at either Level: Semester 1 or 2, mentioned in the course structure or in the detailed syllabus in the document. Hence, this could not be verified.

Under point 3 c. of the BoS minute, it is mentioned that the Subject and course *'Design in Digital Media Platforms'* has been changed to *'New Media Design'*.

-and in the word document provided through the email, there is no course named *'New Media Design'* at either Level: Semester 1 or 2, mentioned in the course structure or in the detailed course in the document. Hence, this could not be verified.

Under point 3 d. of the BoS minute, it is mentioned that the course *'Socio Cultural Design'* has been moved to semester 3 from semester 2 and increased the credits from 2 to 3.

-and in the word document provided through the email, the course structure and syllabus beyond 2nd semester is not available. Hence, this could not be verified.

Under point 3 e. of the BoS minute, it is mentioned that the course *'Illustration Techniques and Exploration'* have been moved to 2nd semester from 3rd semester and lowered the credits from 3 to 2.

-and in the word document provided through the email – at Level: Semester 2, a course: COD082V215 with the title of the Paper: *'Illustration Techniques & Exploration'* is found and its contents are found to be appropriate. *However, there are no reference materials mentioned in the Reference. This is essential and should be ensured.*

Under point 3 f. of the BoS minute, it is mentioned that the nomenclature (or course Code) of *'Art of Research'* has been changed from COD082C205 to COD082C215

-and in the word document provided through the email, the course structure and syllabus beyond the 2nd semester is not available, and neither this course is mentioned in the document provided. Hence, this could not be verified.

Under point 4 of the BoS minute, it is mentioned that *'Further discussions and ratifications of syllabus was done with respect to the NEP laws and inclusion of industry experience, multiple exit system and holistic course structure'*, but there is no details on this in the minute. Hence, this could not be verified.

Additional observation

1. For the Course: COD082C101, Introduction to Design, *there are no reference materials mentioned in the Reference. This is essential and should be ensured.*