






CMS COLLEGE, KOTTAYAM(AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC TRAVEL, TOURISM AND LOGISTICS MANAGEMENT

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on 11th July 2019 at 12 PM in the IQAC conference hall.

The following members were present:

- | | | | |
|-----------------------------|---|-----------------|--|
| 1. Mr. Aravind G Nair | - | Chairman |  |
| 2. Mr. Prasanth Udayakumar | - | External Member | AB |
| 3. Mr. Harikrishnan R | - | External Member |  |
| 4. Mr. Preeju Scaria | - | External Member |  |
| 5. Ms. Remya Naresh | - | External Member | AB |
| 6. Mr. Bicku Kuriakose Raju | - | Member |  |
| 7. Ms. Nihara Marie Thomas | - | Member |  |

Mr. Aravind G Nair, Chairman of BoS opened the meeting by welcoming and introducing the external members of the Board to the internal members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Applying for equivalency with BCA and B.Sc IT courses
2. Conducting bridge courses
3. Converting summer internship to an elective course

The following are the deliberations made during the meeting:

- BOS verified that the prescribed syllabus of B.Voc Travel, Tourism and Logistics Management comply with the National Skill Qualification Framework(NSQF).
- BOS has suggested applying for equivalency of B.Voc Travel, Tourism and Logistics Management course with BTM course offered by MG University.
- The Destination Visit and Case Study in the first semester and Industry visit and Report presentation in the fourth semester of the curriculumis converted into an elective to provide opportunity for students to select the area of their choice for doing the internship.
- The students must undergo internships to improve their professional and entrepreneurial skills.
- Include field visits to supplement the theoretical knowledge about various destinations.
- Promoting industry visits as part of the course will help the students to understand the innovative practices in the industry.
- As the students from all disciplines can join theB.Voc courses, bridge courses should be designed to bridge the gap.

The meeting concluded at 1 PM with a vote of thanks by Mr. Bicku Kuriakose Raju.

Course	Details		
Code	TT1811801		
Title	DESTINATION VISITS AND CASESTUDIES		
Degree	B.Voc		
Branch(s)	Travel, Tourism and Logistics Management		
Year/Semester	1/1		
Type	Skill Component		
Credits	3	Hrs/Week	1
		Total Hours	

CO No.	Expected Course Outcomes <i>Upon completion of internship, the students will be able to:</i>	Cognitive Level
1	Exploring various travel destinations and tourism types.	U
2	To know about the tourism development from national perspective	U
3	To be acquainted with tourism scenario and sustainable tourism activities at selected Destinations	U
4	Prepare professional work reports and presentations.	C
5	Prepare professional work reports and presentations.	C
6	To attain the practical knowledge for becoming a successful tour leader.	Ap

Description
<p>Students can choose from any of the following areas for the preparation of case studies</p> <ul style="list-style-type: none"> • Responsible Tourism • Recreational Tourism • Wildlife Tourism • Cultural Tourism • Backwater Tourism • Agriculture Tourism • Wellness Tourism

Course		Details			
Code	TT1814804				
Title	INDUSTRY VISIT AND REPORTPRESENTATION				
Degree	B.Voc				
Branch(s)	Travel, Tourism and Logistics Management				
Year/Semester	2/4				
Type	Skill Component				
Credits	3	Hrs/Week	2	Total Hours	

CO No.	Expected Course Outcomes <i>Upon completion of internship, the students will be able to:</i>	Cognitive Level
1	Know about the current trends in tourism and travel trade sector.	U
2	Develop awareness about general workplace behaviour and build interpersonal and team skills.	U
3	Prepare professional work reports and presentations.	C
4	Understanding the importance of linkages within the travel industry.	U

Description
<p>Students can choose any one of the following industries for the visit</p> <ul style="list-style-type: none"> • Theme Parks • Hotels/Resorts • Logistics • Heritage sites • Handicraft/ Souvenir

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.

Aravind
Aravind

Mr. Aravind G Nair
Chairman
Board of Studies

CMS COLLEGE, KOTTAYAM (AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC TRAVEL, TOURISM AND LOGISTICS MANAGEMENT

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on **10th January 2020** at **11AM** in the IQAC conference hall.

The following members were present:

- | | | | |
|-----------------------------|---|-----------------|---|
| 1. Mr. Aravind G Nair | - | Chairman |  |
| 2. Mr. Prasanth Udayakumar | - | External Member | |
| 3. Mr. Harikrishnan R | - | External Member |  |
| 4. Mr. Preeju Scaria | - | External Member |  |
| 5. Ms. Remya Naresh | - | External Member | |
| 6. Mr. Bicku Kuriakose Raju | - | Member |  |
| 7. Mr. Kunjummen T Tharian | - | Member |  |
| 8. Ms. Riya Susan Shaji | - | Member |  |

Mr. Aravind G Nair, Chairman of BoS opened the meeting by welcoming the members of the Board who were present for the meeting. Mr. Bicku Kuriakose Raju has presented the

minutes of the last meeting held on 11th July 2019. The minutes of the meeting were approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Conduct of classes in online mode.

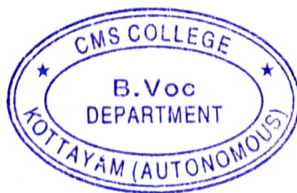
The following are the deliberations made during the meeting:

- Considering the prevailing conditions of pandemic, BOS has recommended the use of ICT tools for learning.
- Online meeting platforms like Google meet, zoom can be used for conducting classes and Google classroom can be used to submit assignments.
- Online quiz platforms can be used for evaluating the performance of the students.
- A repository of subject oriented short videos with images and graphics is suggested to enrich the learning experience.
- Tutorial component can be added to programming/problem-oriented courses.

The meeting concluded at 12 PM with a vote of thanks by Ms. Riya Susan Shaji.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.



Aravind G Nair

Mr. Aravind G Nair
Chairman
Board of Studies

CMS COLLEGE, KOTTAYAM(AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC TRAVEL, TOURISM AND LOGISTICS MANAGEMENT

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on **23rd October 2020** at **2:00 PM** in online mode(Google meet). The link to join the meeting was meet.google.com/hbh-jcvz-qrr. The following members were present:

1. Mr. Aravind G Nair - Chairman
2. Mr. Prasanth Udayakumar - External Member
3. Mr. Harikrishnan R - External Member
4. Mr. Preeju Scaria - External Member
5. Ms. Remya Naresh - External Member
6. Mr. Bicku Kuriakose Raju - Member
7. Ms. Riya Susan Shaji - Member

Mr. Aravind G Nair, Chairman of BoS opened the meeting by welcoming the members of the Board who were present for the meeting. Mr. Bicku Kuriakose Raju has presented the minutes of the last meeting held on 10th January 2020. The minutes of the meeting were

approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Promote MOOC Courses
2. Covid safety awareness programmes
3. Online internships and webinars

The following are the deliberations made during the meeting:

- Students should be encouraged to focus on self-learning and problem solving.
- Assignments and case studies should be designed in such a way to improve the problem-solving skills.
- Promote online internships, webinars and workshops to enhance their skills.
- Encourage students to attend MOOC courses.
- BOS suggested online interaction with students for stress management during the pandemic.
- Moodle platform can be used for interactive online classes.
- Light board classes can be utilized for online classes.
- BOS has recommended making necessary changes in the question pattern of examinations due to the sudden shift to online mode of teaching.
- Conduct online awareness programmes for Covid safety.

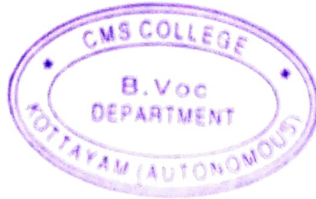
The meeting concluded at 3:00 PM with a vote of thanks by Ms. Riya Susan Shaji.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.



Mr. Aravind G Nair
Chairman
Board of Studies



CMS COLLEGE, KOTTAYAM(AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC TRAVEL, TOURISM AND LOGISTICS MANAGEMENT

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on 5th March 2021 at 3 PM in online mode(Google meet). The link to join the meeting was meet.google.com/rkp-ihfb-jpf. The following members were present:

1. Mr. Aravind G Nair - Chairman
2. Mr. Prasanth Udayakumar - External Member
3. Mr. Harikrishnan R - External Member
4. Mr. Preeju Scaria - External Member
5. Ms. Remya Naresh - External Member
6. Mr. Bicku Kuriakose Raju - Member
7. Ms. Riya Susan shaji - Member

Mr. Aravind G Nair, Chairman of BoS opened the meeting by welcoming the members of the Board who were present for the meeting. Mr. Bicku Kuriakose Raju has presented the minutes of the last meeting held on 23rd October 2020. The minutes of the meeting were

approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Converting the UGC sponsored programs to self-financing mode
2. Placement orientation programs

The following are the deliberations made during the meeting:

- BOS has recommended to run the Bachelor of Vocation Programme in Travel, Tourism and Logistics Management in self-financing mode, as the UGC funding has been ceased due to the pandemic.
- BOS has suggested continuing the syllabus of B.Voc Travel, Tourism and Logistics Management approved by the University under the 2018 regulations.
- Organize placement orientation programmes in online mode to prepare students for campus placements.
- BOS has recommended to instruct the placement office to identify appropriate organizations for campus placement.

The meeting concluded at 4:00 PM with a vote of thanks by Ms. Riya Susan Shaji.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.



A handwritten signature in blue ink, appearing to read 'Aravind G Nair'.



Mr. Aravind G Nair
Chairman
Board of Studies

CMS COLLEGE, KOTTAYAM(AUTONOMOUS)

DEPARTMENT OF VOCATION B.VOC INFORMATION TECHNOLOGY

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on 9th November 2021 at 1:00 PM in the IQAC conference hall. The following members were present:

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|----------------------------|---|-----------------|---|
| 1. Mr. Aravind G Nair | - | Chairman |  |
| 2. Mr. Prasanth Udayakumar | - | External Member | |
| 3. Mr. Harikrishnan R | - | External Member | |
| 4. Mr. Preeju Scaria | - | External Member | |
| 5. Ms. Remya Naresh | - | External Member | |
| 6. Mr. Amarish S | - | Member |  |
| 7. Mr. Sudeep Cheriyan | - | Member |  |

The external members of the BOS joined the meeting online through Google meet. The link to join the meeting was meet.google.com/ige-hezq-ryo. Mr. Aravind G Nair, Chairman of BoS opened the meeting by welcoming all the members of the Board who were present for the meeting.

Mr. Sudeep Cheriyan has presented the minutes of the last meeting held on 5th March 2021. The minutes of the meeting were approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Remedial classes and peer teaching
2. Soft skill training programmes

The following are the deliberations made during the meeting:

- Remedial offline classes can be planned to address the deficiencies with the online mode of learning.
- Peer teaching can be implemented to improve the performance of slow learners. Peer teaching can enhance learning by enabling learners to take responsibility for reviewing, organizing and consolidating existing knowledge and material.
- Soft skill training programmes for final year students should be started at the earliest to prepare them for the upcoming campus recruitments. Such programmes focus on developing skills such as communication, teamwork, problem solving and emotional intelligence.
- Online interaction with parents can be conducted, as positive parent-teacher relationships significantly impact students' success.
- Necessary measures should be taken to ensure maximum placement opportunities by fostering relationships with local placement providers, finding new placement opportunities and by building and maintaining relationships with students to discover skills and preferences.

The meeting concluded at 2:00 PM with a vote of thanks by Mr. Amarish S.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.



Mr. Aravind G Nair
Chairman
Board of Studies



CMS COLLEGE, KOTTAYAM (AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC INFORMATION TECHNOLOGY

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on **20th February 2022** at **12:00 PM** in the IQAC seminar hall. The following members were present:

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|----------------------------|---|-----------------|-------------|
| 1. Mr. Amarish S | - | Chairman | <i>A.S</i> |
| 2. Mr. Prasanth Udayakumar | - | External Member | |
| 3. Mr. Harikrishnan R | - | External Member | |
| 4. Mr. Preeju Scaria | - | External Member | |
| 5. Ms. Remya Naresh | - | External Member | |
| 6. Mr. Sudeep Cheriyan | - | Member | <i>Sup</i> |
| 7. Mr. Albert Thomas | - | Member | <i>Alth</i> |

The external members of the BOS joined the meeting online through Google meet. The link to join the meeting was meet.google.com/pcx-poay-afr. Mr. Amarish S, Chairman of BoS opened the meeting by welcoming all the members of the Board who were present for the meeting. Mr. Sudeep Cheriyan has presented the minutes of the last meeting held on 9th

November 2021. The minutes of the meeting were approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Faculty induction programmes
2. Field visits and internships
3. Entrepreneurship development programmes

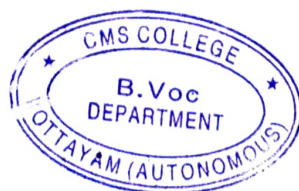
The following are the deliberations made during the meeting:

- Mock interviews and group discussions can be conducted to equip the students for campus placements.
- BOS has recommended resuming industry visits, field visits and internships to build the gaps in knowledge due to the online mode of learning.
- Faculty induction programmes can be conducted for the newly joined faculty to understand their roles and responsibilities, familiarize themselves with the institutional framework and to explore the pedagogical process.
- Entrepreneurship development programmes can be planned to develop the entrepreneurial abilities and the skills that are required to run a business successfully.
- Mentorship and guidance from industry experts can help the students to acquire the skills to play the role of an entrepreneur effectively.

The meeting concluded at 1:00 PM with a vote of thanks by Mr. Albert Thomas.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.


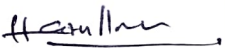







A.S.
Mr. Amarish S
Chairman
Board of Studies

CMS COLLEGE, KOTTAYAM(AUTONOMOUS)
DEPARTMENT OF VOCATION
B.VOC TRAVEL, TOURISM AND LOGISTICS MANAGEMENT

MINUTES OF BOARD OF STUDIES MEETING

The meeting of the Board of Studies of Bachelor of Vocation Programme in Travel, Tourism and Logistics Management of the Department of Vocation was held on 16th March 2023 at 3:00 PM in the Rev. Joseph Fenn hall. The following members were present:

- | | | | |
|----------------------------|---|-----------------|---|
| 1. Mr. Albert Thomas | - | Chairman |  |
| 2. Mr. Prasanth Udayakumar | - | External Member | ABS |
| 3. Mr. Harikrishnan R | - | External Member |  |
| 4. Mr. Preeju Scaria | - | External Member |  |
| 5. Ms. Remya Naresh | - | External Member | ABS |
| 6. Mr. Sudeep Cheriyan | - | Member |  |
| 7. Ms. Ninu Anna Mathew | - | Member |  |
| 8. Ms. Manisha Abraham | - | Member |  |
| 9. Ms. Chinnu Mary Joseph | - | Member |  |

Mr. Albert Thomas, Chairman of BoS opened the meeting by welcoming all the members of the Board who were present for the meeting. Ms. Chinnu Mary Joseph has presented the minutes of the last meeting held on 20th February 2022.

The minutes of the meeting were approved by the BoS members. The Chairman placed the agenda for the deliberations and discussions of the members.

Agenda:

1. Preliminary discussion and suggestions for syllabus revision.
2. Evaluation of Value-Added Programs based on UGC Norms.
3. Academic plans for the year 2023-24.

The following are the deliberations made during the meeting:

- The subject 'Air cargo Management' in 4th semester could be moved to 5th semester and the subject 'Hospitality management' in 5th semester could be moved to 4th semester.
- The subject 'Logistics & supply chain Management' in 4th semester could be moved to 3rd semester and the subject 'MICE tourism' in 2nd semester could be moved to 4th semester.
- The subject 'Transportation Management' in 3rd semester could be moved to 2nd semester.
- The evaluation of value-added programs complies with UGC norms.
- An internship on web development could be given to the first-year students during the second semester.
- Industrial visits can be included in the academic plan for the next academic year.
- Seminars and workshops can be conducted to enhance competency-based thinking.

The meeting concluded at 3:30 PM with a vote of thanks by Mr. Sudeep Cherian.

Resolution

After discussions, the Board of Studies has resolved the above recommendations and forwarded the same to the Academic Council.

Mr. Albert Thomas
Chairman
Board of Studies

