

SC 159 (7): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, HELD IN THE HAMDARD INSTITUTE OF INTERNATIONAL STUDIES, SCHOOL OF HUMANITIES AND SOCIAL SCIENCES DATED 14/03/2022.

A meeting of the Board of Studies, Hamdard Institute of International Studies, SHSS was held on 14/03/2022, wherein, the BoS discussed and resolved the following matters:

1. Syllabus of Two Semesters (1st Year) along with the bye laws of M.A. in International Studies Programme.
2. Panel of Examiners for the M.A. in International Studies Programme.

The Minutes of the Board of Studies, Hamdard Institute of International Studies, SHSS held on 14/03/2022 is placed before the Standing Committee of the Academic Council for approval.

Secretary
Standing Committee of AC

14-03-2022

Sub: Syllabus and Bye-Laws of M.A. in International Studies.

Enclosed please find minutes of the Board of Studies held on 14-03-2022 at 11:30pm, Syllabus and Bye-Laws of the programme.

Submitted Pl.

S. Mehartaj Begum
(Prof. S. Mehartaj Begum) 14/03/22
Dean, SH&SS




Dean PB-73
14-03-2022



Registrar — The minutes of BOS as placed at
flag 'A' may be perused.
— This may be placed in the evening
SC meeting.

~~V.C.~~ Approved
for SC of AC
Dr. Afshar Ali
14-3-22
15.3.22



Registrar — 
15-3-22

AR (Acad) —

MINUTES OF THE ONLINE MEETING OF THE BOARD OF STUDIES OF HAMDARD INSTITUTE OF INTERNATIONAL STUDIES (HIIS) HELD ON 14.03.2022.

A meeting of the Board of Studies of the Hamdard Institute of International Studies in the School of Humanities and Social Sciences was held on 14th March, 2022. Following were present:

1. Prof. Syed Mehartaj Begum, Head, Department of Human Rights
2. Prof. Rekha Saxena, Department of Political Science, University of Delhi
3. Dr. Ariba Jalal, Assistant Professor, Hamdard Institute of International Studies
4. Dr. Masih Ullah Khan, Assistant Professor, Hamdard Institute of International Studies

Prof. S. Mehartaj Begum welcomed all members of the Board of Studies. She conveyed her sincere thanks to Prof. Rekha Saxena, external Member for accepting Membership and also giving consent for attending the meeting. Chairman briefed members about M.A. in International Studies Programme offered in the Hamdard Institute of International Studies. Thereafter, following agenda items were taken up:

ITEM NO. 1: CONSIDERATION AND APPROVAL OF THE SYLLABUS OF TWO SEMESTERS (1ST YEAR) ALONG WITH THE BYE-LAWS OF M.A. IN INTERNATIONAL STUDIES PROGRAMME.

Members noted that M.A. in International Studies Programme in the Hamdard Institute of International Studies, School of Humanities and Social Sciences has been introduced from the academic year 2021-22.

Syllabus and Bye-laws of the Programme were discussed and decided to approve the syllabus of the first two semesters (Semester 1 and Semester 2) of the first year along with the Bye-laws of M.A. in International Studies Programme.

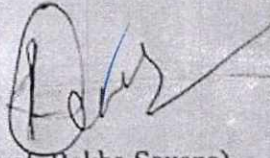
ITEM NO. 2: CONSIDERATION AND APPROVAL OF PANEL OF EXAMINERS FOR THE M.A. IN INTERNATIONAL STUDIES PROGRAMME.

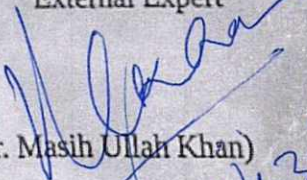
Members noted and approved the panel of Examiners for the M.A. in International Studies Programme offered in the Hamdard Institute of International Studies.

The meeting ended with a vote of thanks to the chair.

S. Mehartaj Begum
(Prof. Syed Mehartaj Begum)
Head
14/03/22

Ajalal
(Dr. Ariba Jalal) 14.03.2022.


(Prof. Rekha Saxena)
External Expert


(Dr. Masih Ullah Khan)
14-3-22

Dean P.B-73
14/03/22

**HAMDARD INSTITUTE OF INTERNATIONAL STUDIES
SCHOOL OF HUMANITIES & SOCIAL SCIENCES
JAMIA HAMDARD, NEW DELHI**

Bye-Laws of the M.A. in International Studies Programme

(Effective from the Session 2021-2022)

1. Bye-Laws

Subject to relevant rules/bye-laws/guidelines and other statutory decisions as laid down from time to time by the University and statutory bodies of the Government of India, Bye-laws governing the course are as detailed below.

2. Amendment in the Bye-Laws

If not otherwise stated, above bye-laws will stand automatically amended as per changes/amendments in the relevant acts/rules/ordinances/statutes of the University and Government of India, notified from time to time.

3. Eligibility for Admission

45% marks in the aggregate in the Bachelors Examination recognised by the statutory bodies of India. The process of selection will be as determined/laid down by the Centre/University from time to time.

4. Duration

4.1 The MA in International Studies is a full-time programme of two years. However, students may be permitted to clear backlog paper(s) within a span of four years.

5. Semester Structure

5.1 The M.A. in International Studies programme consists of four consecutive semesters spread over in 2 years of duration. Each semester in aggregate will account for 20 credits. Thus, four consecutive semesters make the programme of 80 credits in all.

5.2 All four semesters together unfold into 20 components - 18 taught papers, 1 research project/dissertation and 1 viva-voce.

5.3 There are four compulsory papers in each semester and each paper carries five credits.

5.4 For each of the 18 papers, Internal Assessment carries 25 marks and End-Semester Examination carries 75 marks.

5.5 A student is required to pass all the 20 compulsory papers to earn 80 credits for the award of degree.

The tabulated structure of semester system and distribution of credit have been illustrated in preceding para 8.

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Arifa Jalil
14.3.22

6. Attendance

6.1 A student is required to have 75% of attendance for appearing in the each of the semester examination. Students whose attendance in a course is short of requirement will not be eligible to appear in the End-Semester Examination.

7. Examination and Evaluation

7.1 There are two essential components for evaluation of each of the compulsory papers of M.A. International Studies:

- (a) Internal Assessment of 25 marks,
- (b) End-Semester Examination of 75 marks.

7.2 Likewise, research project/dissertation and viva voce are of 100 marks each. A student shall be adjudged for an independent assessment for his/her research project/dissertation and viva voce respectively on the basis of merit and performance.

7.3 A credit-based letter grade system is followed. Pass percentage will be 40% marks (i.e., in P in letter grade system) in each course/paper.

(a) Internal Assessment

7.4 Internal assessment is a continuous process that may include writing of terminal/sessional assignment, book review, policy documents appraisal etc. The concerned teacher of the papers may decide the mode of internal assessment.

In cases where a student does not appear in the internal assessment in a paper for some reasons beyond his/her control like illness, accident etc., the concerned teacher, on taking a judicious view of the matter, may give another chance to appear for the said assessment.

(b) End-Semester Examination

7.5 Generally, the Odd (first and third) and the Even (second and fourth) semesters' End-Semester Examinations are held in the December and May respectively.

7.6 Each End-Semester Examination is preceded by a preparatory break. The classes remain suspended during the preparatory break.

7.7 The notification for the exact Date-Sheet of the Examination and the Dates of the Winter Recess and the Summer Vacation for every academic calendar is done by the University authorities from time to time.

8. Supplementary/Improvement Examination

8.1 The supplementary/improvement examination shall be held for the papers only. A student shall be allowed to appear in the supplementary/improvement examination only once within the duration of one year from the date of the original End-Semester Examination.

8.2 A student may have choice to appear in any number of papers for the supplementary examination on the deposit of the prescribed fee for the respective paper.

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8.3 Only those students shall be eligible to appear in the supplementary/improvement examinations who have cleared all the papers in End-Semester Examination and has secured 'C' and 'P' grade in the paper in which he/she intends to appear for the improvement.

8.4 The marks obtained in the Internal Assessment in any paper in the End-Semester Examination (last semester examination) shall be counted in the supplementary/improvement examination.

8.5 For the purpose of determining the final SGPA/CGPA, the better of the two performances (regular or improvement) in the examinations shall be taken into consideration.

8.6 The marks obtained by the students in the supplementary/improvement examination will not be considered for the award of medals, prizes, and ranks, etc.

9. Re-Evaluation of Answer Sheets

9.1 A student may request for the re-evaluation of his/her answer sheets by submitting a written application, along with the necessary fee, within a period of one week of the declaration of results of the End-Semester Examination. Re-totalling of examinations marks will be allowed within 15 days from the date of declaration of results.

10. Promotion Criteria from Semester/Annual Examination

10.1 Only those students will be declared successful as Pass who have secured **eight or more** credits, that is, the minimum required passing grade of **50%** of all 4 papers in each End-Semester Examination. Only those students who have secured the minimum passing grade of 40% in each of the four/five papers' End-Semester Examination shall be eligible for promotion to the next semester.

10.2 A student who has passed minimum two papers shall be eligible for the provisional promotion to the next semester.

10.3 Such provisionally promoted students shall have to clear their pending one or two or three paper(s) along with the examinations of the semester in which he/she has been promoted.

Further, it is clarified that all the pending paper(s) of the first semester is to be cleared in the second semester; all the pending paper(s) of the second semester is to be cleared in the third semester; and all the pending paper(s) of the third semester is to be cleared in the fourth semester; and all the pending paper(s) of the fourth semester is to be cleared in the next special/supplementary examination.

No pending paper(s) of two different semesters can be combined under any circumstances. Therefore, the clearance of the backlog paper(s) of previous semester is necessary in the upcoming semester.

10.4 A student who fails in an End-Semester Examination for whatsoever reasons may have to re-appear in the examination as an ex-student for that semester. Re-admission of that student is permitted only when the semester examination is cleared by him.

10.5 However, in cases where a student has been disallowed to appear in the examination due to shortage of attendance can take re-admission in the concerned semester. But if that student further fails to meet the requirement of attendance then that re-admission stands cancelled.

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10.6 An ex-student shall be required to appear only in those papers(s) in which he/she has failed or was absent. Maximum two such attempts shall be permissible to an ex-student.

10.7 Any regular student who fails to appear in an Internal Assessments or/and End-Semester Examinations for some unforeseen reasons can appear for those in the next semester, whenever held.

11. Distribution of Credits

Sl. No.	Paper Code – Title	Credit
	SEMESTER ONE (COMPULSORY PAPERS) (CREDIT - 20)	
1.	MIS 101: Theories of International Relations	5
2.	MIS 102: International Organization and World Order	5
3.	MIS 103: Comparative Politics: Theory and Approaches	5
4.	MIS 104: Peace, Conflict and Diplomacy	5
	SEMESTER TWO (CREDIT - 20)	
5.	MIS 201: International Political Economy (Compulsory)	5
6.	MIS 202: History of International Politics (Compulsory)	5
7.	MIS 203: India and the World (Compulsory)	5
8.	MIS 204: Great Power Politics and War (Compulsory)	5
	SEMESTER THREE (CREDIT - 20)	
9.	MIS 301: Political System of South Asian Nations (Optional)	5
10.	MIS 302: Human Rights and International Politics	5

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	(Optional)	
11.	MIS 303: International Security (Optional)	5
12.	MIS 304: Research Methodology (Compulsory: Ability Enhancement)	5
	SEMESTER FOUR (CREDIT - 20)	
13	MIS 401: American Foreign Policy (Optional)	5
14.	MIS 402: Government and Politics of West Asia (Optional)	5
15.	MIS 403: Project Report/Dissertation (Compulsory)	5
16	MIS 404: Viva Voce (Compulsory)	5
	TOTAL CREDIT	80

12. Grading System or Award of Grades

12.1 The grading system is under 10 points scale for each course/paper on the basis of students' performance. All the evaluations shall be done in marks.

12.2 The marks obtained by a student in the Internal Assessment and the End Semester Examination for each taught paper, barring for the research project/dissertation and viva voce where an independent assessment is required, will be added together. These combined marks would be converted to a 10-Point Scale. Any fraction in any component of evaluation should be rounded off to the next whole number.

The grading system table under 10 points scale is hereunder:

Letter Grade*	Grade Point**
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0

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- *Letter Grade: It is an index of the performance of a student in a course grade.
- *Course Grade: It is denoted by letters viz, O, A+, A, B+, B, C, P and F.
- *Grade Point: It is numerical weight allotted to each letter grade on a 10-point scale.

13. Passing Grade

13.1 The lowest passing grade for awarding a degree will be 'P'. A student having obtained the 'F' grade in a course shall be declared as failed in that particular paper, research project/dissertation and viva voce.

The lowest passing grade for Internal Assessment/End-Semester Examination in each taught paper/ research project/dissertation and viva voce shall be 'P'.

14. Converting the marks into letter grades

Letter Grade	Grade Point	Range of Percentage of Marks
O (Outstanding)	10	90 and above to 100 (90-100)
A+ (Excellent)	9	80 and above and less than 90 (80<90)
A (Very Good)	8	70 and above and less than 80 (70<80)
B+ (Good)	7	65 and above and less than 70 (65<70)
B (Above Average)	6	55 and above and less than 65 (55<65)
C (Average)	5	50 and above and less than 55 (50<55)
P (Pass)	4	40 and above and less than 50 (40<50)
F (Fail)	0	00 and above and less than 40 (00<40)

A student obtaining Grade 'F' shall be considered failed and will be required to reappear in the examinations.

15. Formula for Conversion of Cumulative Grade Points Average (CGPA) into percentage of Marks

15.1 The Percentage equivalent to the CGPA shall be obtained by using the following formula:

$$\text{Equivalent percentage of CGPA} = \text{CGPA} \times 10$$

16. Classification of Results

The ranks/positions/ division will be determined on basis of CGPA as given below:

Range of CGPA	Division/Class
CGPA of 7.5 and above and up to 10	I Division with Distinction
CGPA of 6.00 and above and less than 7.50	I Division
CGPA of 5.00 and above and less than 6.00	II Division
CGPA of 4.00 and above and less than 5.00	III Division

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17. Semester-Wise Number of course/Paper(s) and Credits under Choice Based Credits System (CBCS)

Semester	Core Courses	Choice Based Courses (Elective)	Skill Enhancement Course (SEC)	Project/ Dissertation	Viva-voce	Ability Enhancement	Total no. of Papers	No. of Credits	Total Credits
I	4	1	-	-	-	-	4+1=5	4 (4x5)	20
II	4	1	-	-	-	-	4+1=5	4 (4x5)	20
III	3	1	-	-	-	1	3+1+1=5	4 (4x5)	20
IV	1	1	1	1	1	-	1+1+1+1+1=5	4 (4x5)	20
No. of papers	12	4	1	1	1	1	20	(4x20)	80
Total Credits	4x12=48	4x4=16	4x1=4	4x1=4	4x1=4	4x1=4	-	-	80

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