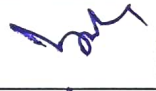
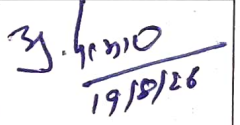
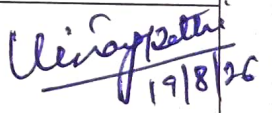
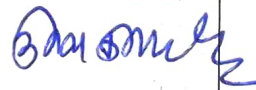
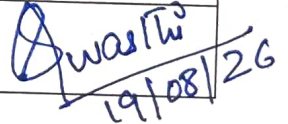


बैठक-कार्यवृत्त

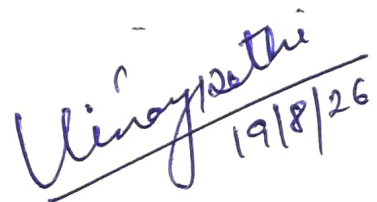
कुलसचिव कार्यालय आदेश संख्या 775/ प्रशासन(शोध)/ पाठ्यक्रम निर्माण समिति/ 2026, दिनांक 14 अगस्त 2026 के क्रम में विश्वविद्यालय में शास्त्री (बी.ए.) कक्षा में संचालित 'Ability Enhancement Course AEC-English' विषय की 'पाठ्यक्रम निर्माण समिति' की बैठक दिनांक 19 अगस्त 2026 को ऑनलाइन/ ऑफलाइन माध्यम से विश्वविद्यालय परिसर में विभागाध्यक्ष, भाषा एवं आधुनिक ज्ञान विज्ञान विभाग के कक्ष में आहूत की गई, जिसमें उपस्थिति निम्नवत रही:

क्र. सं.	नाम	दायित्व	हस्ताक्षर
1.	प्रोफेसर लक्ष्मी नारायण जोशी संकायाध्यक्ष, आधुनिक ज्ञान विज्ञान संकाय, उ.सं.वि., हरिद्वार	अध्यक्ष	
2.	डॉ. अजय परमार विभागाध्यक्ष, भाषा एवं आधुनिक ज्ञान विज्ञान विभाग, उ.सं.वि., हरिद्वार	सदस्य	 19/8/26
3.	डॉ. दीपिका भट्ट अंग्रेजी विभाग एच.वी.एम.पी.जी. कॉलेज, रायसी, हरिद्वार	विषय विशेषज्ञ	Online Present
4.	डॉ. आशिमा श्रवण सहायक आचार्य (अंग्रेजी) श्री भगवान दास आदर्श संस्कृत महाविद्यालय, हरिद्वार	विषय विशेषज्ञ	Online Present
5.	डॉ. विनय कुमार सेठी भाषा एवं आधुनिक ज्ञान विज्ञान विभाग, उ.सं.वि., हरिद्वार	सदस्य	 19/8/26
6.	डॉ. उमेश कुमार शुक्ल भाषा एवं आधुनिक ज्ञान विज्ञान विभाग, उ.सं.वि., हरिद्वार	सदस्य	
7.	डॉ. श्वेता अवस्थी भाषा एवं आधुनिक ज्ञान विज्ञान विभाग, उ.सं.वि., हरिद्वार	सदस्य- संयोजक	 19/08/26

समिति द्वारा विषय से सम्बन्धित विभिन्न पक्षों पर चर्चा तथा विचार-विमर्श के उपरान्त 'Ability Enhancement Course AEC-English' विषय के संलग्न पाठ्यक्रम तैयार किये गए, जिस पर उपस्थित समस्त सदस्यों द्वारा अनुमोदन प्रदान किया गया।






19/8/26

UTTARAKHAND SANSKRIT UNIVERSITY, HARIDWAR
SHASTRI FIRST YEAR: FIRST SEMESTER
IN ACCORDANCE WITH NEP 2020
W.E.F SESSION 2026-27
SYLLABUS AEC (ENGLISH)

AEC-1 PAPER-1	BASIC ENGLISH LANGUAGE SKILLS	CREDITS 2	MARKS 100
COURSE OUTCOME: Upon the successful completion of the course the students will be able to: • Use Basic English grammar correctly in sentences and everyday communication. • Read and understand short passages and answer questions based on them. • Write simple letters and emails using appropriate language and format. • Communicate confidently in everyday situations through conversations and self-introduction.			
SYLLABUS			
UNIT-1	Parts of speech and sentence formation Prepositions Tenses Common grammatical errors		
UNIT-2	Reading short passages and answering questions Formal and informal letters Writing emails Everyday conversations and self-introduction		

SUGGESTED READING:

- Clear, James. *Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones*. Avery, 2018.
- Cuddy, Amy. *Presence: Bringing Your Boldest Self to Your Biggest Challenges*. Little, Brown and Company, 2015.
- Dhawan, Erica. *Digital Body Language: How to Build Trust and Connection, No Matter the Distance*. St. Martin's Press, 2021.
- Graff, Gerald, and Cathy Birkenstein. *"They Say / I Say": The Moves That Matter in Academic Writing*. 5th ed., W. W. Norton & Company, 2021.
- Lencioni, Patrick. *The Five Dysfunctions of a Team: A Leadership Fable*. Jossey-Bass, 2002.
- Murphy, Raymond. *English Grammar in Use*. 5th ed., Cambridge University Press, 2019.
- Navarro, Joe. *What Every BODY is Saying: An Ex-FBI Agent's Guide to Speed-Reading People*. HarperCollins, 2008.
- Patterson, Kerry, et al. *Crucial Conversations: Tools for Talking When Stakes Are High*. 3rd ed., McGraw-Hill Education, 2021.
- Straus, Jane, Lester Kaufman, and Tom Stern. *The Blue Book of Grammar and Punctuation*. 12th ed., Jossey-Bass, 2021.
- Yate, Martin. *Knock 'em Dead Job Interview: How to Turn Job Interviews Into Job Offers*. Adams Media, 2017.

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UTTARAKHAND SANSKRIT UNIVERSITY, HARIDWAR
SHASTRI FIRST YEAR: SECOND SEMESTER
IN ACCORDANCE WITH NEP 2020
W.E.F SESSION 2026-27
SYLLABUS AEC (ENGLISH)

AEC-2	READING AND WRITING SKILLS IN ENGLISH	CREDITS 2	MARKS 100
COURSE OUTCOME: Upon the successful completion of the course the students will be able to: • Read and understand simple prose and identify the main ideas. • Learn and use new vocabulary including synonyms, antonyms, homonyms, and acronyms. • Write clear paragraphs and summaries based on given topics or passages. • Prepare simple reports and notices using the correct format and language.			
SYLLABUS			
UNIT-1	Reading and understanding simple prose Finding the main idea Learning new words from context (synonyms, antonyms, homonyms) Acronyms		
UNIT-2	Paragraph writing Summarizing short passages Report writing Notice writing		

SUGGESTED READING:

- Bailey, Stephen. (2018). *Academic Writing: A Handbook for International Students* (5th ed.). Routledge.
- Hamp-Lyons, Liz, & Heasley, Ben. (2006). *Study Writing: A Course in Written English for Academic Purposes* (2nd ed.). Cambridge University Press.
- Seely, John. (2013). *The Oxford Guide to Effective Writing and Speaking* (3rd ed.). Oxford University Press.
- Sinha, Nishit K. (2018). *Verbal Ability and Reading Comprehension for the CAT* (4th ed.). Pearson Education.
- Trimmer, Joseph F. (2012). *Writing with a Purpose* (14th ed.). Cengage Learning / Oxford University Press.
- Fry, Ron. (2018). *Improve Your Reading* (7th ed.). McGraw-Hill Education / Career Press.
- Green, Sarah. (2012). *Reading Skills: Foundation Books*. Cambridge University Press / Foundation Books.

UTTARAKHAND SANSKRIT UNIVERSITY, HARIDWAR
SHASTRI SECOND YEAR: THIRD SEMESTER
IN ACCORDANCE WITH NEP 2020
W.E.F SESSION 2026-27
SYLLABUS AEC (ENGLISH)

AEC-3	INDIAN LITERATURE: SELECTED SHORT STORIES	CREDITS 2	MARKS 100
COURSE OUTCOME: After completing the course, students will be able to: 1. Understand the major themes, characters, and ideas presented in the prescribed short stories. 2. Analyze human relationships, social issues, values, and conflicts depicted in the stories. 3. Appreciate different styles, narrative techniques, and literary features of Indian short fiction. 4. Develop critical thinking, empathy, and effective communication through reading and discussion of the texts.			
SYLLABUS			
UNIT-1	R.K. Narayan: An Astrologer's Day Mulk Raj Anand: The Lost Child Rabindra Nath Tagore: The Postmaster		
UNIT-2	Sudha Murthy: Three Thousand Stitches. Ruskin Bond: Romi and the Wild Fire The Thief's Story		

SUGGESTED READING:

- Anand, M. R. (1934). *The lost child and other stories*. J. A. Allen.
 Bond, R. (2013). *Romi and the wildfire*. Rupa Publications.
 Bond, R. (2000). *The night train at Deoli and other stories*. Penguin Books.
 Murty, S. (2017). *Three thousand stitches: Ordinary people, extraordinary lives*. Penguin Random House India.
 Narayan, R. K. (1947). *An astrologer's day and other stories*. Eyre & Spottiswoode.
 Tagore, R. (2000). *The postmaster: Selected stories*. Penguin Books.
 Abrams, M. H., & Harpham, G. G. (2015). *A glossary of literary terms* (11th ed.). Cengage Learning.
 Iyengar, K. R. S. (1985). *Indian writing in English*. Sterling Publishers.
 Naik, M. K. (1982). *A history of Indian English literature*. Sahitya Akademi.
 Narayan, R. K. (1984). *Malgudi days*. Penguin Books.
 Tagore, R. (2005). *Selected short stories*. Penguin Books.
 Bond, R. (1993). *The blue umbrella*. Rupa Publications.

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UTTARAKHAND SANSKRIT UNIVERSITY, HARIDWAR
SHASTRI SECOND YEAR: FOURTH SEMESTER
IN ACCORDANCE WITH NEP 2020
W.E.F SESSION 2026-27
SYLLABUS AEC (ENGLISH)

AEC-4	COMMUNICATION SKILLS	CREDITS 2	MARKS 100
COURSE OUTCOME: After completing this course, students will be able to: 1. Communicate effectively using verbal, non-verbal, telephone, and online communication skills. 2. Communicate confidently by overcoming communication barriers and following proper social media etiquette. 3. Develop workplace skills such as teamwork, leadership, time management, and problem-solving. 4. Apply effective communication skills in basic interviews and professional situations.			
SYLLABUS			
UNIT-1	Communication (verbal and non-verbal) Telephone and online communication Communication barriers Social media etiquette Communicating with confidence Presentation skills		
UNIT-2	Workplace communication Teamwork and leadership Time management Problem-solving Basic interview practice Group discussion		

SUGGESTED READING:

- Allen, David. *Getting Things Done: The Art of Stress-Free Productivity*. Revised ed., Penguin Books, 2015.
- Clear, James. *Atomic Habits: An Easy & Proven Way to Build Good Habits & Break Bad Ones*. Avery, 2018.
- Cuddy, Amy. *Presence: Bringing Your Boldest Self to Your Biggest Challenges*. Little, Brown and Company, 2015.
- Dalton, Steve. *The 2-Hour Job Search: Using Technology to Get the Right Job Faster*. 2nd ed., Ten Speed Press, 2020.



- Dhawan, Erica. *Digital Body Language: How to Build Trust and Connection, No Matter the Distance*. St. Martin's Press, 2021.
- Lencioni, Patrick. *The Five Dysfunctions of a Team: A Leadership Fable*. Jossey-Bass, 2002.
- Navarro, Joe. *What Every BODY is Saying: An Ex-FBI Agent's Guide to Speed-Reading People*. HarperCollins, 2008.
- Patterson, Kerry, et al. *Crucial Conversations: Tools for Talking When Stakes Are High*. 3rd ed., McGraw-Hill Education, 2021.
- Sinek, Simon. *Leaders Eat Last: Why Some Teams Pull Together and Others Don't*. Portfolio/Penguin, 2014.
- Stone, Douglas, and Sheila Heen. *Thanks for the Feedback: The Science and Art of Receiving Feedback Well*. Viking, 2014.
- Yate, Martin. *Knock 'em Dead Job Interview: How to Turn Job Interviews Into Job Offers*. Adams Media, 2017.

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