



SWAMI VIVEKANAND SUBHARTI UNIVERSITY
SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

Subhartipuram, NH-58 Delhi-Haridwar Bypass Road, Meerut -250 005

Ph.: 0121-2439157, Ext. 2222, 2221, Fax: 0121- 2439108

E-mail: engineering@subharti.org, principal.engg@gmail.com, Website : www.subharti.org

ELECTRICAL AND ELECTRONICS ENGINEERING

(Approved by AICTE)



OFFICE OF THE HOD (EEE)

Ref: SITE/BOS/2016/04

Dated: 26.12.2016

BOS MEETING NOTICE

The meeting of Board of Studies (BOS) of the Electrical & Electronics department will be held on 04.01.2017 in the HOD office at 02:00 PM to consider the following Agenda:

1. Agenda No. 1: To confirm the minutes of the Board of Studies meeting was held on 18.07.2016.
2. Agenda No 2: To report action taken on the minutes of Board of Studies held on 18.07.2016
3. Agenda No. 3: To consider students performance of the students in the previous semester and years.
4. Agenda No.4: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.


Er. Durgesh Kumar

(CHAIRPERSON)

- CC: 1. The Principal for kind information pl
2. Department office file
3. All EEE Faculty members



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OFFICE OF THE HOD (EEE)

Ref: SITE/BOS/2017/01

DATED: 04/01/2017

Minutes for Meeting of Board of Studies held on 04.01.2017

A meeting of Board of Studies was held on 04.01.2017 at 02.00 PM in the office of the HOD of EEE. Following members attended the meeting

S.No	BOS Members	Credentials	Role
1	Er. Durgesh Kumar	Assistant Professor & HOD	Chair Person
2	Er. Rizwan Saifee	Assistant Professor, SITE, SVSU Meerut	Member
3	Ms. Tanisha Gaur	Assistant Professor, SITE, SVSU Meerut	Member
4	Er. Pramod Kumar Kaushal	Assistant Professor, SITE, SVSU Meerut	Member
5	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member
6	Er. Dhairya Naryan	Assistant Professor, SITE, SVSU Meerut	Member
7	Er. Gajendra Singh	Assistant Professor, SITE, SVSU Meerut	Member
8	Er. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member

At the onset, the Chairperson of BOS welcomed all the members and the items were taken up as per agenda.

- Agenda No. 1: To confirm the minutes of the Board of Studies meeting was held on 18.07.2016
Resolution: The minutes of meeting held on 18.07.2016 were approved.
- Agenda No 2: To report action taken on the minutes of Board of Studies held on 18.07.2016
Resolution: The members noted the action taken report of the minutes of Board of Studies held on 18.07.2016
- Agenda No. 3: To consider students performance of the students in the previous semester and years.
Resolution: It was discussed and analysis the performance of the student.
- Agenda No.4: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.
Resolution: Approved and recommended to forward it to the controller of examination.



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Signature of Participants:

S.No	BOS Members	Credentials	Role	Signature
1	Er. Durgesh Kumar	Assistant Professor & HOD, EEE SITE, SVSU Meerut	Chair Person	
2	Er. Rizwan Saifee	Assistant Professor, SITE, SVSU Meerut	Member	
3	Ms. Tanisha Gaur	Assistant Professor, SITE, SVSU Meerut	Member	
4	Er. Pramod Kumar Kaushal	Assistant Professor, SITE, SVSU Meerut	Member	
5	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member	
6	Er. Dhairya Naryan	Assistant Professor, SITE, SVSU Meerut	Member	
7	Er. Gajendra Singh	Assistant Professor, SITE, SVSU Meerut	Member	
8	Er. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member	

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REF: SITE/BOS/2017/05

Dated: 09.07.2017

Action taken report up on the agenda of BOS meeting held on 04.01.2017

S.No	Agenda	Action Taken	Out come
1	To consider performance of the students in the previous year	Performance of the students in the previous year has been analysis	Students who have poor performance have been identified and concern class coordinators and subject teaches have been told to take care of the performance of the students.
2	To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme	Minutes of meeting of BOS held on 04.01.2017 along with document send to the VC for the approval.	After the approval it went to the COE office

Er. Pramod Kumar Kaushal

Asst.Prof &HOD
 Department of Electrical & Electronics
 Subharti Institute of Tech& Engg
 Swami Vivekanad Subharti University, Meerut.

Mang Kaur