



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, Website : www.subharti.org



ELECTRICAL AND ELECTRONICS ENGINEERING

(Approved by AICTE)

OFFICE OF THE HOD (EEE)

REF:SITE/EEE/BOS/2019/01

SITE/EEE/BOS/2019/01

Dated: 28.06.2019

BOS MEETING NOTICE

The meeting of Board of Studies (BOS) of the Electrical & Electronics department will be held on 06.07.2019 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 25.01.2019
2. Agenda No.2: To report action taken on the minutes of Board of Studies held on 25.01.2019.
3. Agenda No. 3: To consider and introduce the value added course/workshop/short term course in the department.
4. Agenda No. 4: To consider and approve panel of external Examiners for theory and practical examination for the UG and PG programme.

All the members are requested to attend the meeting


Dr. Sanjiv Kumar
(CHAIRPERSON)

- CC: 1. The Principal for kind information pl
2. Department office file
3. All EEE Faculty members
4. Prof. Arvind Raja- BIT Meerut
5. Er. Rajat Garg- Premier Trading Company, Meerut

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OFFICE OF THE HOD (EEE)

Ref: SITE/EEE/BOS/2019/02

DATED: 06/07/2019

Minutes for Meeting of Board of Studies held on 06.07.2019

A meeting of Board of Studies was held on 06.07.2019 at 02.00 PM in the office of the HOD of EEE.

Following members attended the meeting

S.No	BOS Members	Credentials	Role
1	Dr. Sanjiv Kumar	Asso. Professor & HOD, EEE SITE, SVSU Meerut	Chair Person
2	Er. T. Ramachandran	Assistant Professor, SITE, SVSU Meerut	Secretary
3	Er. P.K.Kaushal	Assistant Professor, SITE, SVSU Meerut	Member
4	Er. Ravi Agarwal	Assistant Professor, SITE, SVSU Meerut	Member
5	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member
6	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member
7	Er. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member
8	Er. Bhavya Bansal	Assistant Professor, SITE, SVSU Meerut	Member
9	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert
10	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert

At the onset, the Chairperson of BOS welcomed all the members and thanked outside experts for sparing their time. The items were taken up as per agenda.

1. Agenda No. 1: To confirm the minutes of the Board of Studies meeting was held on 25.01.2019
Resolution: The minutes of meeting held on 25.01.2019 were approved.
2. Agenda No 2: To report action taken on the minutes of Board of Studies held on 25.01.2019
Resolution: The members noted the action taken report of the minutes of Board of Studies held on 25.01.2019
3. Agenda No. 3: To consider and running of value added course /workshop/short term course in the department.



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Resolution: It was recommended to commence the value added courses/workshop/short term course. The members reiterated that such courses would add value to their employability and provide additional skills.

4. Agenda No. 4: To consider and approve panel of External Examiners for theory and practical examination for the UG and PG programme.

Resolution: Approved and recommended to forward it to the controller of examination.

The meeting then came to end with thanks to the chair.

Signature of Participants:

S.No	BOS Members	Credentials	Role	Signature
1	Dr. Sanjiv Kumar	Asso. Professor & HOD, EEE SITE, SVSU Meerut	Chair Person	
2	Er. T. Ramachandran	Assistant Professor, SITE, SVSU Meerut	Secretary	
3	Er. P.K.Kaushal	Assistant Professor, SITE, SVSU Meerut	Member	
4	Er. Ravi Agarwal	Assistant Professor, SITE, SVSU Meerut	Member	
5	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member	
6	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member	
7	Er. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member	
8	Er. Bhavya Bansal	Assistant Professor, SITE, SVSU Meerut	Member	
9	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert	
10	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert	

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OFFICE OF THE HOD (EEE)

Ref: SITE/EEE/BOS/2020/03

SITE/EEE/BOS/2020/03

Dated: 01.01.2020

Action taken report up on the agenda of BOS meeting held on 06.07.2019&16.10.2019.

S.No	Agenda	Action Taken	Out come
1	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 06.07.2019 along with document send to the VC for the approval.	After the approval it went to the COE office
2	To consider and take the benefits of course running by SWAYAM portal in relevance to the department as the letter ref. No. U-713 (25)/SVSU/2019/4212 received by The Office of Registrar on dated 10.10.2019	Approved and recommended to run a SWAYAM course entitled "Fundamental Concepts of Electricity". It is 16 weeks Annual Refresher Programme in Teaching (ARPIT) and AICTE approved FDP course.	Our department faculty members and students have registered for this course.


Dr. Sanjiv Kumar
Asso.Prof &HOD

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

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