



SWAMI VIVEKANAND SUBHARTI UNIVERSITY
SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

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ELECTRICAL AND ELECTRONICS ENGINEERING

(Approved by AICTE)



OFFICE OF THE HOD (EEE)

Ref: SITE/EEE/BOS/2020/01

SITE/EEE/2020/01/01

Dated: 06.01.2020

BOS MEETING NOTICE

The meeting of Board of Studies (BOS) of the Electrical & Electronics department will be held on 10.01.2020 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 06.07.2019&16.10.2019
2. Agenda No.2: To report action taken on the minutes of Board of Studies held on 06.07.2019&16.10.2019.
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

1/1

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OFFICE OF THE HOD (EEE)

Ref: SITE/EEE/BOS/2020/02

DATED: 10/01/2020

Minutes for Meeting of Board of Studies held on 10.01.2020

A meeting of Board of Studies was held on 10.01.2020 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	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert
9	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 06.07.2019&16.10.2019.

Resolution: The minutes of meeting held on 06.07.2019&16.10.2019 were approved.

2. Agenda No 2: To report action taken on the minutes of Board of Studies held on 06.07.2019&16.10.2019.

Resolution: The members noted the action taken report of the minutes of Board of Studies held on 06.07.2019&16.10.2019.

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	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert	
9	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert	

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2/2



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OFFICE OF THE HOD (EEE)

Ref:SITE/EEE/BOS/2020/06

SITE/EEE/BOS/2020/01
Dated: 01.10.2020

Action taken report up on the agenda of BOS meeting held on 10.01.20.

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 10.01.20 along with document send to the VC for the approval.	After the approval it went to the COE office


Dr. Sanjiv Kumar
Asso.Prof &HOD

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