



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: principle.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



**DEPARTMENT OF MECHANICAL ENGINEERING**

(Approved by AICTE)

**Ref: OFFICE OF THE HOD/ME/SITE/ 09/09/21/02**

**Date: 09/09/2021**

**Notice for Meeting of Board of Studies**

A meeting of Board of Studies has been scheduled on 11/09/2021 at 02:00 pm in the H-2 hall of Mechanical Engineering Department. Following are the agenda items for the same.

**Agenda No. 1:** To confirm the minutes of Board of studies meeting was held on 17/04/2021.

**Agenda No. 2:** To report action taken on the Board of Studies which were held on 17/04/2021.

**Agenda No. 3:** To motivate the faculties to use ICT tool-based student centric teaching methods.

**Agenda No. 4:** Strengthen of parents-teachers meet for students Enrichment.

**Agenda No. 5:** Promotions of student's centric activities.

**Agenda No. 6:** Extension and skill Oriented Program.

**Agenda No. 7:** Participation in Project competition and other.

**Agenda No. 8:** Research promotion Activities for quality improvement of Faculties.

**Agenda No. 9:** To organize Faculty Development Program.

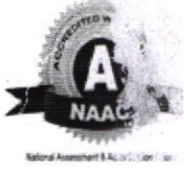
**Agenda No.10:** MOU with Industry and collaboration with universities.

**Prof. (Dr.) Ravish Kumar Srivastava**  
Professor & HOD (ME)  
SITE, SVSU, Meerut, UP



*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: principle.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



**DEPARTMENT OF MECHANICAL ENGINEERING**  
*(Approved by AICTE)*

**Ref: OFFICE OF THE HOD/ME/SITE/ 11/09/21/02**

**Date: 11/09/2021**

**Minutes of Meeting of Board of Studies**

A meeting of Board of Studies was held on 11/09/2021 at 02:00 pm in the H-2 hall of Mechanical Engineering Department. Following members attended the meeting.

S.No.	BOS Members	Designation	Role	Signature
1.	Dr. Ravish Kumar Srivastava	Professor & Head	Chairman	
2.	Er. G.S. Kesharwani	Assistant Professor	Member	
3.	Er. Manoj Kumar Attri	Assistant Professor	Member	
4.	Er. Ajaya Kumar Jena	Assistant Professor	Member	
5.	Er. K K Sharma	Assistant Professor	Member	
6.	Er. Dinesh Kumar Patel	Assistant Professor	Member	
7.	Er. Sachin Kumar	Assistant Professor	Member	
8.	Er. Harpreet Singh	Assistant Professor	Member	
9.	Dr Ajeet Kumar Rai	Associate Professor	External Member (Academics)	
10.	Er. Ankit Sharma	Assistant Professor	External Member (Academics)	
11.	Er. Veer Pal Singh	AGM	External Member (Industry)	
12.	Er. Vikas Mandal	HOD (Foundry)	External Member (Industry)	

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

**Agenda No. 1: To confirm the minutes of Board of studies meeting was held on 17/04/2021.**

**Resolution:** The minutes of meeting held on 17/04/2021 were approved.





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: principle.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



**DEPARTMENT OF MECHANICAL ENGINEERING**

(Approved by AICTE)

**Ref: OFFICE OF THE HOD/ME/SITE/ 11/09/21/02**

**Date: 11/09/2021**

**Agenda No. 2: To report action taken on the Board of Studies held on 17/04/2021**

**Resolution:** The member noted the action taken report of the minutes of board of studies held on 17/04/2021.

**Agenda No. 3: To motivate the faculties to use ICT based student centric methods.**

**Resolution:** To motivate faculties as well as students to use ICT based classes regularly in Department through Microsoft Team, all the assignments/Quizzes/class test etc. in due time to be provided to students during semester.

**Agenda No. 4: Strengthen of parents-teachers meet for students Enrichment.**

**Resolution:** It is decided that every second Saturday a parent teacher meeting with students will be conducted online through different plat forms like ZOOM/Google Meet/ etc.

**Agenda No. 5: Promotions of student's centric activities & value-added course.**

**Resolution:** Faculties are ensured that students will be imparted with practical knowledge through video tutorials and give some home-works. Planning a value added course for the 2<sup>nd</sup> and 3<sup>rd</sup> year ME students on "Solid Works".

**Agenda No. 6: Extension and skill Oriented Program**

**Resolution:** Every faculty is conveyed that a webinar by expert faculty will be arranged, and students should actively participate in order to have sound technical skill. Webinar will be conducted through Microsoft team. **It is also proposed by BOS members to conduct online workshops/seminar/FDP etc.**

**Agenda No. 7: Participation in Project competition and other.**

**Resolution:** It is resulted that students should be informed about the various Project Competition in different colleges and should participate in various online project competitions like Hackathons/ Technical events/ technical Quizzes.

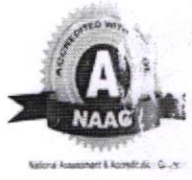
**Agenda No. 8: Research promotion Activities for quality improvement of Faculties.**

**Resolution:** Faculty members are emphasized to publish research papers in different field of their interest and attend international/national seminar/ Conferences/ Patents as time to time. It is also proposed one **international Conference/Workshop/ Short term course etc. will be conducted by the Department during current session.**



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: principle.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



**DEPARTMENT OF MECHANICAL ENGINEERING**  
(Approved by AICTE)

**Ref: OFFICE OF THE HOD/ME/SITE/ 11/09/21/02**

**Date: 11/09/2021**

**Agenda No. 9: To organize Faculty Development Program.**

**Resolution:** Faculties are inspired to take FDP on How to maintain the record of students in mentee file.

**Agenda No.10: MOU with Industry and collaboration with universities.**

**Resolution:** It is proposed to do MoUs with industries and collaboration with other premier universities for strengthening placement and academics.

**Meeting ends with vote thanks.**

**Prof. (Dr.) Ravish Kumar Srivastava**  
Professor & HOD (ME)  
SITE, SVSU, Meerut, UP



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: principle.site@gmail.com, principal.engg@gmail.com, Website : www.subharti.org

**DEPARTMENT OF MECHANICAL ENGINEERING**

(Approved by AICTE)



Ref: OFFICE OF THE HOD/ME/ SITE /05/02/22/03

Dated: 05/02/2022

**ACTION TAKEN REPORT ON BOS MEETING HELD ON 11/09/2021**

Sr No	Agenda taken	Decision	Outcome/Result
1.	To confirm the minutes of Board of studies meeting was held on 20/01/2018.	The BOS members confirmed the minutes of meeting.	Noted
2.	To examine feedback analysis for the B. Tech (ME) program for the session 2017-18 (Even Sem.)	The member noted the feedback analysis and approved the action taken on the feedback.	The faculty members applied all the inputs provided by the HoD for improvements in the way they deliver the classes and focused more towards outcome oriented process.
3.	To consider and approve Board of Examiners for theory and practical examination for 2 <sup>nd</sup> Year, 3 <sup>rd</sup> Year And 4 <sup>th</sup> Year classes for B.Tech Mechanical Engineering program.	The List of External examiner prepared by the department and sent to COE for approval.	All the examiners were informed officially after getting approval from COE regarding the same.
4.	To organize a outreach activity	The BOS members accepted the proposal.	A visiting tour was organized at Ghat villege to provide knowledge on application of solar energy through solar panel on dated 12/11/2021.
5.	To consider running of value added course	It was recommended to commence.	Conducted the value added courses named as "SOLID WORKS 2020" on 03/09/2021 for improve the domain knowledge of students.
6.	To organize a faculty development program for improve the domain knowledge of faculty members.	The BOS members accepted the proposal.	1. An FDP program was organize on dated 17/09/2021 on CAD CAM. 2. An FDP on maintaining the mentor mentee record on dated 22/10/2021.

**Prof.(Dr.)Ravish Kumar Srivastava**  
Professor & HOD (ME)  
SITE, SVSU, Meerut, UP