

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)

Dated: 10.01.2021

Ref:SITE/EEE/BOS/2021/10

BOS MEETING NOTICE

The meeting of Board of Studies (BOS) of the Electrical & Electronics department will be held on 14.01.2021 in the HOD office at 02:00 PM to consider the following Agenda:

1. Agenda Item No. 1: To confirm the minutes of the Board of Studies meeting was held on 22.10.2020.
2. Agenda Item No. 2: To report action taken on the minutes of Board of Studies held on 22.10.2020.
3. Agenda Item No. 3: Promotion of student's centric activities.
4. Agenda Item No. 4: Conform the interdepartmental and interdisciplinary course
5. Agenda Item No. 5: Participation in project competitions and other
6. Agenda Item No. 6: Research promotion activities
7. Agenda Item No. 07: To consider the panel for external examiner

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



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OFFICE OF THE HOD (EEE)

DATED: 14/01/2021

Ref:SITE/EEE/BOS/2021/11

Minutes for Meeting of Board of Studies held on 14.01.2021

A meeting of Board of Studies was held on 14.01.2021 at 2.00 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. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member
7	Er. Dhairyra Narayan	Assistant Professor, SITE, SVSU Meerut	Member

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

1. **Agenda Item No. 1:** To confirm the minutes meeting held on 22.10.2020.were approved

Resolution: The minutes of the Board of Studies meeting was held on 22.10.2020.

2. **Agenda Item No. 2:** To report action taken on the minutes of Board of Studies held on 22.10.2020.

Resolution: the members noted the action taken on the minutes of Board of Studies held on 22.10.2020.

3. **Agenda Item No. 3:** Promotion of student's centric activities.

Resolution: According to the level of the students coach them so that the students can improve their performance in exams. The students in each class may be divided in to different group and each group will be consists of good performing, medium performing and poor performing



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students. It will help them to share their knowledge and will lead to improve the performance of poor students as well.

4. **Agenda Item No.4:** Conform the interdepartmental and interdisciplinary course

The following inter departmental and interdisciplinary courses will be offered in even semester 2020-2021

1. Mathematics-II (BAS-203)
2. Engineering Graphics & Design(BME-251)
3. Professional English (BHU-201)
4. English Lab (BHU-251)
5. Chemistry (BAS-202)
6. Mathematics-III (BAS-401)
7. Biology (BAS-404)
8. Constitution of India (BMC-401)
9. Human Relations at Work (BHU-623)

5. **Agenda Item No. 5:** Participation in project competitions and other.

Resolution: For every semester at least one small project based on the subject they have studied in the current semester may be developed by the each student group. This will improve their practical knowledge of the theoretical concept.

6. **Agenda Item No. 6:** Research promotion activities.

Resolution: In each semester student should go for attending conference/publish papers. We should make it compulsory

7. **Agenda Item No. 07:** To consider the panel for external examiner

Resolution: According to the subject availability the external examiner panel will be prepared and will be sending to COE office for approval.

The member confirmed the minutes.

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



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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. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member	
7	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member	

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Dated: 02.08.2021

Ref:SITE/EEE/BOS/2021/06

Action taken report up on the agenda of BOS meeting held on 14.01.2021.

S.No	Agenda	Action Taken	Out come
1	To confirm the minutes meeting held on 22.10.2020.	To confirm the minutes meeting held on 22.10.2020.were approved	Implemented
2	To report action taken on the minutes of Board of Studies held on 22.10.2020.	The members noted the action taken on the minutes of Board of Studies held on 22.10.2020.	Implemented
3	Promotion of student's centric activities	According to the level of the students coach them so that the students can improve their performance in exams. The students in each class may be divided in to different group and each group will be consists of good performing, medium performing and poor performing students. It will help them to share their knowledge and will lead to improve the performance of poor students as well.	Implemented
4	Conform the interdepartmental and interdisciplinary course	The following inter departmental and interdisciplinary courses will be offered in even semester 2020-2021 1. Mathematics-II (BAS-203) 2. Engineering Graphics & Design(BME-251) 3. Professional English (BHU-201)	Offered

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		<p>4. English Lab (BHU-251)</p> <p>5. Chemistry (BAS-202)</p> <p>6. Mathematics-III (BAS-401)</p> <p>7. Biology (BAS-404)</p> <p>8. Constitution of India (BMC-401)</p> <p>9. Human Relations at Work (BHU-623)</p>	
5	Participation in project competitions and other	For every semester at least one small project based on the subject they have studied in the current semester may be developed by the each student group. This will improve their practical knowledge of the theoretical concept.	Implemented
6	Research promotion activities	In each semester student should go for attending conference/publish papers. We should make it compulsory	Implemented
7	To consider the panel for external examiner	According to the subject availability the external examiner panel will be prepared and will be sending to COE office for approval.	According to the subject availability the external examiner panel will be prepared and will be sending to COE office for approval.


Er. Pramod Kr kaushal
HOD-EEE

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