



SWAMI VIVEKANAND SUBHARTI UNIVERSITY  
**SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING**

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

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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)**

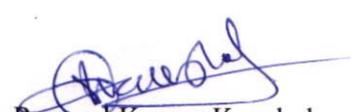
REF:SITE/BOS/2017/03

Dated: 14.07.2017

**BOS MEETING NOTICE**

The meeting of Board of Studies (BOS) of the Electrical & Electronics department will be held on 19.07.2017 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 04.01.2017.
2. Agenda No 2: To report action taken on the minutes of Board of Studies held on 04.01.2017
3. Agenda No. 3: To consider the intake reduction in B.Tech (EEE) from 60 to 30 seats.
4. Agenda No. 4: To consider students performance of the students in the previous year.
5. Agenda No.5: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.

  
Er. Pramod Kumar Kaushal

(CHAIRPERSON)

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





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Ref: SITE/BOS/2017/04

**DATED: 19/07/2017**

**Minutes for Meeting of Board of Studies held on 19.07.2017**

A meeting of Board of Studies was held on 19.07.2017 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. Pramod Kumar Kaushal	Assistant Professor & HOD	Chair Person
2	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member
3	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member
4	Er. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member
5	Er. Ravi Agarwal	Assistant Professor, SITE, SVSU Meerut	Member
6	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert
7	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert

At the onset, the Chairperson of BOS welcomed all the members and 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 04.01.2017  
Resolution: The minutes of meeting held on 04.01.2017 were approved.
2. Agenda No. 2: To report action taken on the minutes of Board of Studies held on 04.01.2017  
Resolution: The members noted the action taken report of the minutes of Board of Studies held on 04.01.2017
3. Agenda No. 3: To consider the intake reduction in B.Tech (EEE) from 60 to 30 seats.  
Resolution: it was discussed and recommends reducing the intake from 60 to 30 seats and the same is forwarded to the academic council of the University for the Approval
4. Agenda No. 4: To consider students performance of the students in the previous year.  
Resolution: It was discussed and analysis the performance of the student.
5. Agenda No.5: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.



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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	Er. Pramod Kumar Kaushal	Assistant Professor & HOD, EEE SITE, SVSU Meerut	Chair Person	
2	Er. Ajay Kumar	Assistant Professor, SITE, SVSU Meerut	Member	
3	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member	
4	Er. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member	
5	Er. Ravi Agarwal	Assistant Professor, SITE, SVSU Meerut	Member	
6	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert	
7	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert	

- CC: 1. The Principal for kind information  
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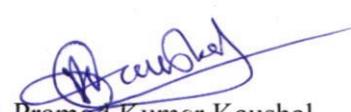
**OFFICE OF THE HOD (EEE)**

REF: SITE/BOS/2018/10

Dated: 10.01.2018

Action taken report up on the agenda of BOS meeting held on 19.07.2017

S.No	Agenda	Action Taken	Out come
1	To consider the intake reduction in B.Tech (EEE) from 60 to 30 seats.	It was discussed and recommends reducing the intake from 60 to 30 seats and the same is forwarded to the academic council of the University for the Approval	Admission done for the intake of 30 seats.
2	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.
3	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 19.07.2017 along with document send to the VC for the approval.	After the approval it went to the COE office

  
Er. Pramod Kumar Kaushal

Ass<sup>t</sup>.Prof &HOD  
Department of Electrical & Electronics  
Subharti Institute of Tech& Engg  
Swami Vivekanad Subharti University, Meerut.

