



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/BOS/2019/08

Dated: 14.01.2019

BOS MEETING NOTICE

The meeting of BOS of the Electrical & Electronics department will be held on 25.01.2019 in the HOD office at 02:00 PM. The following Agendas will be consider for the discussion:

1. Agenda No. 1: To confirm the minutes of the Board of Studies meeting was held on 09.07.2018
2. Agenda No. 2: To report action taken on the minutes of Board of Studies held on 09.07.2018.
3. Agenda No. 3: To consider running of value added course in the programme.
4. Agenda No. 4: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.
5. Agenda No. 5: To examine feedback analysis for the UG and PG programme for the odd semester 2018-19.


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)

DATED: 25/01/2019

Minutes for Meeting of Board of Studies held on 25.01.2019

A meeting of Board of Studies was held on 25.01.2019 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. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member
7	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member
8	Er. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member
9	Er. Bhavya Bansal	Assistant Professor, SITE, SVSU Meerut	Member
10	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert
11	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert

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

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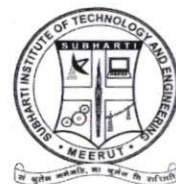
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1. Agenda No. 1: To confirm the minutes of the Board of Studies meeting was held on 09.07.2018
Resolution: The member confirmed the minutes of the Board of Studies meeting was held on 09.07.2018
2. Agenda No. 2: To report action taken on the minutes of Board of Studies held on 09.07.2018
Resolution: The members noted the action taken report of Board of Studies held on 09.07.2018
3. Agenda No. 3: To consider and running of value added course in the programme.
Resolution: It was recommended to commence the value added courses. The members reiterated that such courses would add value to their employability and provide additional skills.
4. Agenda No. 4: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme.
Resolution: Approved and recommended to forward the same to the through the proper channel COE
5. Agenda No. 5: To examine feedback analysis for the UG and PG programme for the odd semester 2018-19.
Resolution: The members noted the feedback analysis and approved the action taken on the feedback.

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. Vinay Sharma	Assistant Professor, SITE, SVSU Meerut	Member	
7	Er. Dhairya Narayan	Assistant Professor, SITE, SVSU Meerut	Member	
8	Er. Pankaj Kumar Gautam	Assistant Professor, SITE, SVSU Meerut	Member	
9	Er. Bhavya Bansal	Assistant Professor, SITE, SVSU Meerut	Member	
10	Prof. Arvind Raja	Professor & HOD (EE) Dean Student Welfare BIT Meerut	Outside Academic Expert	
11	Er. Rajat Garg	Premier Trading Company, Meerut	Outside Industry Expert	

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OFFICE OF THE HOD (EEE)


REF: SITE/EEE/BOS/2019/03

SITE/EEE/BOS/2019/03

Dated: 02.07.2019

Action taken report up on the agenda of BOS meeting held on 25.01.2019

S.No	Agenda	Action Taken	Out come
1	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.
2	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 25.01.2019 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.