

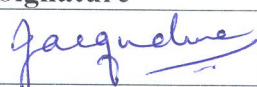





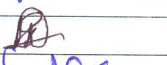


VASAVI COLLEGE OF ENGINEERING (A)
DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES

MINUTES OF BOS MEETING

Meeting held on 23.5.18

The H&SS BoS meeting was held on 23.5.18 to discuss the new syllabus in English, Finishing School (FS), and Human Values and Professional Ethics (HVPE) framed by the H&SS department.

Members present:

S.no	Name	Designation	Signature
1	Dr. Jacqueline Amaral, Chairperson and HoD, H&SS, VCE	Chairman and HoD-H&SS	
2	Prof. C. Muralikrishna, OU Nominee for BoS for VCE	Professor, Department of English, Osmania University	
3	Mr. Subramanian Adaikalam, Expert from Corporate, BoS Member	Senior Talent Manager, Sumtotal Co.	
4	Ms.G. Meena, Member	Asst. Professor(SS)	
5	Ms.K. Jhansi Rani, Member	Asst. Professor(SS)	
6	Ms.Sheela Rani Simon, Member	Asst. Professor	
7	Mr. T. Sunand Emmanuel, Member	Asst. Professor	
8	Dr. Ruby Lois, Member	Asst. Professor	
9	Dr.Sucharan Reddy, Member	Asst. Professor	

The following points were discussed in the BoS Meeting:

1. Discussion of syllabus of B.E. 1/4 English I and English II-- Theory and Lab
2. Discussion of syllabus of Human Values and Professional Ethics (HVPE)
3. Discussion of syllabus of Finishing School (FS)
4. Discussion of syllabus for elective for Effective Technical Communication.
5. Panel of auditors
6. Panel of setters
7. Panel of evaluators
8. Upcoming workshop to be held in July 2018
9. FDPs (Faculty Development Programmes)
10. Guest lectures

1. Discussion of syllabus of B.E. 1/4 English I and English II-- Theory and Lab

The HoD informed that English would be taught in both the semesters. The experts appreciated the initiatives taken by the department in framing the syllabus. Since AICTE recommendations were only suggestive and not mandatory, it was good that the management of the college has ensured that English would be included in both the semesters. A few modifications were suggested and were incorporated. The credits given for English courses across the curriculum met the required criteria and were within the stipulated credits suggested by AICTE.

Suggestions for language lab softwares to be procured:

Prof. C. Muralikrishna also advised to contact Mr. Kiran who will give a demo for the new language software in the phonetics lab. It was also suggested to visit CELT at OU and contact other vendors for language softwares for phonetics and IC lab. The experts also suggested to include model speeches of eminent people which could be used to facilitate language learning in all the three labs, viz., reading lab, IC lab, and phonetics lab. As part of Power Point Presentations (PPTs), Mr. Subramanian suggested that faculty could collect a pool of branch specific topics for students to research on and give presentations.

Mr. Subramanian was of the opinion that students should have ear training lab sessions to improve listening skills as they play a crucial role in personal as well as professional lives.

2. Discussion of syllabus of Human Values and Professional Ethics (HVPE)

Both the experts agreed that the HVPE syllabus designed by the department and the topics for study were pertinent and would benefit the students steering them in the right direction. The syllabus was approved.

3. Discussion of syllabus of Finishing School (FS)

The experts also appreciated the detailed plan of the FS syllabus designed and approved of it.

The HoD discussed the parameters under Blooms taxonomy for auditing, paper setting and paper evaluating.

4. Discussion of syllabus for elective for Effective Technical Communication.

5. Panel of auditors

A panel of 6 auditors each was given by Prof. C. Muralikrishna, Professor and Mr. Mr. Subramanian Adaikalam. Model question papers set by the faculty will be sent for auditing.

6. Panel of setters

A panel of 6 paper setters was given by Prof. C. Muralikrishna, Professor and Mr. Mr. Subramanian Adaikalam.

7. Panel of evaluators

A panel of 6 paper evaluators was given by Prof. C. Muralikrishna, Professor and Mr. Mr. Subramanian Adaikalam.

8. Upcoming workshop to be held in July 2018

The HoD informed that the department proposes to conduct a workshop in July 2018. Inputs were sought from the experts. The experts said it was an appropriate initiative taken up the department. The theme suggested by the HoD for the workshop was relevant to the need of the hour and will benefit the faculty in improving assessment, evaluation, and testing students' academic performance and further fine-tune their pedagogical practices and help them develop the skill of framing question

papers adhering to Blooms taxonomy. The experts also agreed to be the resource persons to give valuable inputs.


9. FDPs (Faculty Development Programmes)

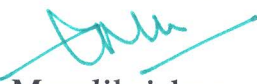
The department decided on conducting 1 workshop, 1 guest lecture, and 1 FDP every semester for which a list of names was suggested by the experts.

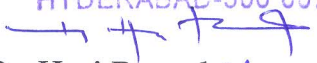
10. Guest lectures

Both the experts said they would suggest a list of experts who will come for guest lectures to the college.

The meeting concluded at 3 p.m. ended on a promising note. They agreed to have academic discourse in the future also.


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