

VASAVI COLLEGE OF ENGINEERING (AUTONOMOUS)

ACCREDITED BY NAAC WITH 'A++' GRADE

Affiliated to Osmania University and Approved by AICTE.

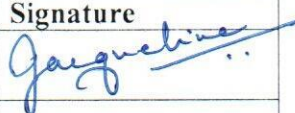

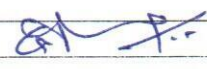

DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES

MINUTES OF BoS MEETING

Meeting held on 28.06.2023

Time: 11:00 a.m.

The H&SS BoS meeting was held on 28.6.2023 to discuss all the syllabi of B.E and M.E. courses of all Semesters.

no	Name	Designation	Signature
1.	Dr. Jacqueline Amaral	Chairman and BOS, HoD, H&SS, VCE	
2.	Prof. Vijaya	OU Nominee Subject expert Professor & Chairperson BoS, Department of English, Osmania University	 Chairperson Board of Studies (UG & PG) Department of English Osmania University HYDERABAD-500 007
3.	Dr. Joy Anuradha	Subject expert Asst. Professor, Centre for English Language Studies, HCU.	
4.	Mr. Joy Hans	Subject expert Director, Speak Out Academy, Divisional Head-Toastmasters Hyderabad	
5.	Ms. Vathsala Narsasimman	Director, Delivery, Talent Sprint	
6.	Dr. G. Meena	Asst. Professor(SS)	
7.	Dr. K. Jhansi Rani	Asst. Professor(SS)	
8.	Dr. Sheela Rani Simon	Asst. Professor	
9.	Dr. T. Sunand Emmanuel	Asst. Professor	

The HoD formally welcomed all the BoS members to the meeting.

Agenda:

1. To discuss and modify the syllabus of English Language and Communication (Theory and Lab) of B.E. 1/4 English for the academic year 2023-24.
2. To ratify the syllabus of Human Values and Professional Ethics, Skill Development Courses, and electives.
3. To discuss the quality of question papers of internal and external exams, as well as assignments and quizzes.
4. To discuss the rubrics of language skills.

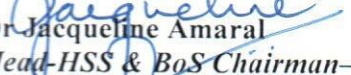
Decisions Taken:

1. The syllabus of B.E. I/4 ELC and ELCS was approved with the following suggestions:
 - i) Prof. B. Vijaya, OU nominee was satisfied with the components of all the units of the syllabus, and appreciated the inclusion of Johari window, team building skills, and structured project reports.
 - ii) Mr. Joy Hans suggested that a component on sustaining conversations in formal and informal contexts could be included in the ELCS lab.
 - iii) Prof. B. Vijaya, Dr. Joy Anuradha, and Dr. Joy Hans recommended that the department develop a textbook for theory syllabus, and a lab manual for ELCS lab, and get them published by Pearson or Orient Blackswan since all the faculty have rich expertise in teaching and research.
 - iv) The syllabus of Human Values and Professional Ethics, Skill Development Courses, and electives was ratified since modifications were made in the BoS meeting held on 04.6.23.
 - v) The quality of assignments, quizzes, internal and external question papers was well-appreciated.
 - vi) The BoS appreciated the rubrics prepared by the department for assessment of students' language skills and the progress being made.
 - vii) Prof. B. Vijaya said she would suggest the literary texts for appreciation for Unit V.



A key point that the BoS nominee and the other subject experts suggested was that the faculty of the department should teach some of the courses of the subsequent semesters (i.e 3rd to 6th) as well, since they are well-equipped and better qualified.


The meeting ended with a vote of thanks by Dr. Jacqueline Amaral.

Signatures of BoS:- 28th June 2023-24


Dr. Jacqueline Amaral
Head-HSS & BoS Chairman-VCE

Dr. Joy Anuradha
Department of Liberal Arts
University of Hyderabad

Members-HSS, VCE
Dr. G. Meena 
Dr. K. Jhansi Rani
Dr. B. Sheela Rani Simon
Dr. T. Sunand Emmanuel 


Prof. B. Vijaya
Chairperson of BOS
Dept. of English
Arts College-OU
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