



**SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING**  
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Ref: SITE/CSE/BOS/2019/11

Date: 04/02/2020

**DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING**

**Meeting Notice**

A meeting of the BOS is scheduled on 11<sup>th</sup> Feb 2020 at 10:00 am in the office of the Head of Department, CSE to discuss the following agenda.

1. **Item No. 1:** To confirm the minutes of the Board of Studies meeting held on 17<sup>th</sup> Sep and 19<sup>th</sup> Oct 2019.
2. **Item No. 2:** To report action taken on the minutes of Board of Studies held on 17<sup>th</sup> Sep and 19<sup>th</sup> Oct 2019.
3. **Item No.3:** To examine feedback analysis for the UG programme for the year 2019-20 Odd Semester.
4. **Item No. 4:** To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Semester 2019-20.
5. **Item No.5:** To consider the Faculty Development Program (FDP) for enhancing the key knowledge of faculty members.
6. **Item No. 6:** To consider the webinar on emerging technologies for the faculty members.
7. **Item No.7:** To consider Quality control for SWOC analysis and find out the ways to enhance quality of teaching.

Any other items with the permission of the chairman.

Copy to: All faculty members of CSE Department, SITE



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Ref: SITE/CSE/BOS/2019/13

Date: 11.02.2020

**DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING**

**Minutes for Meeting of Board of Studies held on 11<sup>th</sup> Feb 2020 at Department of COMPUTER SCIENCE AND ENGINEERING**

A meeting of Board of Studies was held on 11<sup>th</sup> Feb 2020 at 10:00 AM in the office of the Head of Department, CSE, S.I.T.E.

Following members attended the meeting

S.No.	BOS Members	Designation	Role	Signature
1.	Dr. Shravan Garg	Professor & Head	Chairman	
2.	Er. Amit Kishor	Assistant Professor	Member	
3.	Er. Parag Rastogi	Assistant Professor	Member	
4.	Er. Anirudh Kumar Tripathi	Assistant Professor	Member	
5.	Er. Archita Bhatnagar	Assistant Professor	Member	
6.	Er. Ashima	Assistant Professor	Member	
7.	Er. Garima Jain	Assistant Professor	Member	
8.	Dr. Naveen Tyagi	Outside Academic Expert	Member	
9.	Er. Mridulkumar	Outside Industry Expert	Member	

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.

1. Item No. 1: To confirm the minutes of the Board of Studies meeting held on 17<sup>th</sup> Sep And 19<sup>th</sup> Oct 2019.

**Resolution: The member confirmed the minutes.**

(HOD-CSE)

2. Item No. 2: To report action taken on the minutes of Board of Studies held on 17<sup>th</sup> Sep and 19<sup>th</sup> Oct 2019.

**Resolution: The members noted the action taken**

3. Item No. 3: To examine feedback analysis for the UG programme for the year 2019-20 Odd Semester.

**Resolution: The members noted the feedback analysis and approved the action taken on the feedback.**

4. Item No. 4: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Semester 2019-20.

**Resolution: Approved and recommended to COE**

5. Item No.5: To consider the Faculty Development Program (FDP) for enhancing the key knowledge of faculty members.

**Resolution: Approved and recommendation sent to Principal S.I.T.E.**

6. Item No. 6: To consider the webinar on emerging technologies for the faculty members.


**Resolution: Approved and recommendation sent to Principal S.I.T.E.**

7. Item No.7: To consider Quality control for SWOC analysis and find out the ways to enhance quality of teaching.

**Resolution: Board members noted the consideration for SWOC analysis to find out the ways to enhance quality of teaching.**

*Any other items with the permission of the chairman.*

There being no other matter, the meeting was concluded with a vote of thanks to the chair.

  
Dr. Shравan Garg  
HoD, CSE  
SITE, SVSU

**DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING****ACTION TAKEN REPORT ON BOS MEETING OF FEBRUARY 2020**

Sl. No	Agenda taken	Decision	Outcome/Result
1	To consider the Faculty Development Program (FDP) for enhancing the key knowledge of faculty members.	It was Recommended by board members for conduction of Faculty Development Program and proposal was sent to Principal (S.I.T.E).	A Faculty Development Program on "Digital Marketing" has been conducted successfully.
2	To consider the webinar on emerging technologies for faculty members.	It was Recommended by board members for conduction of webinar on recent technologies and proposal was sent to Principal (S.I.T.E).	A webinar on the topic "Career After Engineering" has been successfully conducted.
3	To consider Quality control for SWOC analysis and finding out the ways to enhance quality of teaching.	The board members approve to conduct SWOC analysis for the Department of computer science & engineering.	SWOC analysis was conducted for Department of computer science and engineering.
4	To examine feedback analysis for the UG programme for the session 2020-21 Odd Semester.	The members noted the feedback analysis and approved the action taken on the feedback.	The faculty members applied all the inputs provided by the HoD for improvements in the way they deliver the classes and focused more towards outcome oriented process.
5	To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Semester 2020-21.	Approved and recommended to COE	All the examiners were informed officially after getting approval from COE regarding the same.

*Sanyal*  
for HOD CSE/IT