



SWAMI VIVEKANAND SUBHARTI UNIVERSITY  
SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

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DEPARTMENT OF MECHANICAL ENGINEERING

(Approved by AICTE)

Ref: OFFICE OF THE HOD/ME/SITE/ 27/01/25/01

Date: 27/01/2025

To,  
The Principal,  
SITE, Meerut, U.P.

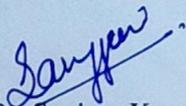
Sub:- Approval of Board of Studies in the Department of Mechanical Engineering.

Respected Sir,

As discussed in the academic council meeting, department of mechanical engineering constitute a Board of Studies for the session 2024-2025 (Even Sem.) with following members for your kind approval.

S.No.	BOS Members	Designation	Role
1.	Dr. Sanjeev Kumar	Asso. Professor & Head	Chairman
2.	Er. G.S. Kesharwani	Assistant Professor	Member
3.	Er. Sachin Kumar	Assistant Professor	Member
4.	Er. K K Sharma	Assistant Professor	Member
5.	Er. Juhi Verma	Assistant Professor	Member
6.	Dr. Tameshwer Nath Tiwari	Assistant Professor	External Member (Academics)
7.	Dr. Manoj Kumar Triveni	Assistant Professor	External Member (Academics)
8.	Mr. Ritu Raj	Senior DX Consultant (Yokogawa Ind. Ltd.)	External Member (Industry)
9.	Mr. Rajib	Production Manager (Bridgestone Tyre)	External Member (Industry)

Submitted for your kind approval.

  
Dr. Sanjeev Kumar

Asso. Professor & HOD (ME)  
SITE, SVSU, Meerut, UP



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**DEPARTMENT OF MECHANICAL ENGINEERING**

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**Ref: OFFICE OF THE HOD/ME/SITE/ 29/01/25/01**

**Date: 29/01/2025**

**Notice for Meeting of Board of Studies**

A meeting of Board of Studies has been scheduled on **01/02/2025** at 1:00 pm in the CAD-CAM Lab of Mechanical Engineering Department. Following are the agenda items for the same.

**Agenda No. 1:** To confirm the minutes of Board of studies meeting was held on 10/08/2024.

**Agenda No. 2:** To report action taken on the Board of Studies which were held on 10/08/2024.

**Agenda No. 3:** To modification and implementation of new syllabus for B. Tech 3<sup>rd</sup> year students.

**Agenda No. 4:** To consider and introduce a Value added course.

**Agenda No. 5:** To Organize Seminar /Workshop/industrial tour to enhance the knowledge of students.

**Agenda No. 6:** To organized the career guidance lecture by expert.

**Agenda No. 7:** To organize extension activity and skill oriented Program.

**Agenda No. 8:** Research promotion Activities for quality improvement of Faculties.

**Agenda No. 9:** Strengthen of parents-teachers meet for students Enrichment.

**Agenda No. 10:** To finalized the list of inter disciplinary courses.

**Dr. Sanjeev Kumar**  
Asso. Professor & HOD (ME)  
SITE, SVSU, Meerut, UP



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Date: 01/02/2025

Attendance

A meeting of Board of Studies was held on 01/02/2025 at 1:00 pm in the CAD-CAM Lab of Mechanical Engineering Department. Following members attended the meeting.

S.No.	BOS Members	Designation	Role	Signature
1.	Dr. Sanjeev Kumar	Asso. Professor & Head	Chairman	
2.	Er. G.S. Kesharwani	Assistant Professor	Member	
3.	Er. Sachin Kumar	Assistant Professor	Member	
4.	Er. K K Sharma	Assistant Professor	Member	
5.	Er. Juhi Verma	Assistant Professor	Member	
6.	Dr. Tameshwer Nath Tiwari	Assistant Professor	External Member (Academics)	
7.	Dr. Manoj Kumar Triveni	Assistant Professor	External Member (Academics)	
8.	Mr. Ritu Raj	Senior DX Consultant (Yokogawa Ind. Ltd.)	External Member (Industry)	
9.	Mr. Rajib	Production Manager (Bridgestone Tyre)	External Member (Industry)	

Dr. Sanjeev Kumar  
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**Ref: OFFICE OF THE HOD/ME/SITE/ 03/02/25/01**

**Date: 03/02/2025**

**Minutes of Meeting of Board of Studies**

**Even Semester, Academic Session 2024-25**

At the outset, the Chairperson extended a warm welcome to all Board of Studies (BOS) members and expressed sincere gratitude to the external experts for their valuable presence. The agenda items were then taken up for discussion in the prescribed order.

**Agenda No. 1: To confirm the minutes of Board of studies meeting was held on 10/08/2024.**

**Resolution:** The minutes of meeting held on 10/08/2024 were approved.

**Agenda No. 2: To report action taken on the Board of Studies held on 10/08/2024.**

**Resolution:** The members noted the action taken report of the minutes of board of studies held on 10/08/2024.

**Agenda No. 3: To modification and implementation of new syllabus for B. Tech 3<sup>rd</sup> year students.**

**Resolution:** It was unanimously resolved to modify and implement the new syllabus for B.Tech. 3rd year students from the upcoming academic session 2025-26, incorporating industry-relevant content, outcome-based education, and NEP-2020 guidelines to enhance technical competency and employability.

**Agenda No. 4: To consider and introduce a Value added course.**

**Resolution:** Proposal and Introduction of a Value-Added Course aimed at enhancing students' skills and supporting their career development.

**Agenda No. 5: To Organize Seminar /Workshop/industrial tour to enhance the knowledge of students.**

**Resolution:** A dedicated coordinator will be appointed to manage and organize these activities, ensuring they are well-aligned with the academic goals and executed within the planned schedule.

**Agenda No. 6: To organized the career guidance lecture by expert.**

**Resolution:** A career guidance lecture by an industry expert will be organized to provide students with professional insights and career advice.



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**Date: 03/02/2025**

**Agenda No. 7: To organize extension activity and skill oriented Program.**

**Resolution:** To implement an extension and skill-oriented program, the department will appoint a coordinator to oversee the activity as outlined in the agenda, aligning with the current scenario

**Agenda No. 8: Research promotion Activities for quality improvement of Faculties.**

**Resolution:** Faculty members are encouraged to publish research papers in their respective fields of interest and actively participate in national and international seminars, conferences, and patent-related activities from time to time.

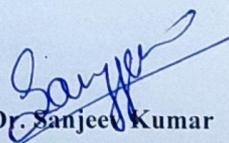
**Agenda No. 9: Strengthen of parents-teachers meeting for students Enrichment.**

**Resolution:** It is decided that every second Saturday a parent teacher meeting with students will be conducted online through different plat forms like ZOOM/Google Meet/ etc.

**Agenda No. 10: To finalized the list of inter disciplinary courses.**

**Resolution:** It Based on the students feedback and availability of faculty member, the inter disciplinary courses has been finalized.

Meeting ends with vote of thanks.

  
**Dr. Sanjeev Kumar**  
Asso. Professor & HOD (ME)  
SITE, SVSU, Meerut, UP

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**Dated: 01/02/2025**

**ACTION TAKEN REPORT ON BOS MEETING HELD ON 10/08/2024**

Sr No	Agenda taken	Decision	Outcome/Result
1.	Confirm the minutes of Board of studies meeting was held on 10/08/2024.	The BOS members confirmed the minutes of meeting.	Noted
2.	Examine feedback analysis for the B. Tech (ME) program for the session 2023-24 (Even Sem.)	The member 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.
3.	Promotions of student's centric activities, value-added course and carrier counseling	The BOS members accepted the proposal.	Organize the value added course on "Introduction to CAD/CAM", "Origin-Pro & Image-J Software",
4.	Extension or outreach program.	The BOS members accepted the proposal.	A plantation drive is organized in Afjalpur Pawati gram on dated 16/09/2024.
5.	Students skill enhancement Oriented Program	The BOS members accepted the proposal.	A guest lecture is organized on the topic of "Valorization of Agro-Industrial Wastes as Sustainable Composites for Tribological Applications" on dated 28/08/2024
6.	Promotions of student's carrier guidance program.	The BOS members accepted the proposal.	hands-on experience activity on the CNC Turner Lathe on September 12, 2024
7.	To finalized the list of inter disciplinary courses.	It Based on the students feedback and availability of faculty member, the inter disciplinary courses has been finalized.	Runnings inter disciplinary courses in the department with help of other department.

*Sanjeev Kumar*  
**Dr. Sanjeev Kumar**

Asso. Professor & HOD (ME)  
 SITE, SVSU, Meerut, UP