

Electrical Engineering Department**Minutes of Meeting Board of studies***(BoS Meeting Scheduled during 20 December 2024)***Instructions for preparing BoS Proceedings***{All information is to be uploaded on the webpage under suitable heading (such as Board of Studies) and separate links to be provided for each category mentioned below}*

The Board of Studies (BoS) meeting of Electrical Engineering department was held Online on 20th Dec 2024 at 11:30 am onwards. Following external and internal members were invited in the meeting:

Sr. No.	Name	Designation and Institute	Role in BoS
1	Prof. C. S. Sharma	Asso. Prof., HoD, Electrical Engg.	Chairman
3	Dr. Trapti Jain	Professor, IIT, Indore	Subject Expert
4	Dr. S C choubey	Professor, UIT, RGPV	RGPV expert
5	Dr. Pradyumn Chaturvedi	Associate Prof., VNIT Nagpur	Alumnus expert
6	Er. H.S.Rathore	DE, Feeder Maintenance, BHEL Bhopal	Industry Expert
7	Prof. Shivendra Singh Thakur	Assistant Prof SATI	Member
8	Dr. Monika Jain	Assistant Prof SATI	Member
9	Dr. Jitendra K. Tandekar	Assistant Prof SATI	Member
10	Dr. Shilpi Tomar	Assistant Prof SATI	Member
11	Prof. Sudhir Sharma	Assistant Prof SATI	Member

Along with this two students are also there

1. Harshita Patidar – VII sem
2. Pankaj Rajput – V sem

Note: Dr. R. K. Saxena, Dr. Trapti Jain, Dr. Pradyumn Chaturvedi and Dr. Jitendra K. Tandekar were absent.

The Google link is -- link: <https://meet.google.com/zng-icgi-gfi>

https://docs.google.com/document/d/1oSXg03NqMPpBizOw4T5usvr7TpKiB7CC/edit?usp=drive_link&oid=108875660485459300817&rtpof=true&sd=true

SAMRAT ASHOK TECHNOLOGICAL INSTITUTE, VIDISHA

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Instructions for preparing BoS Proceedings

{All information is to be uploaded on the webpage under suitable heading (such as Board of Studies) and separate links to be provided for each category mentioned below}

1.

Minutes should have a summary/cover page mentioning all the significant changes made in the following Given format

Courses where revision was carried out*							
(Course/subject name)	Course Code	Year/Date of introduction	Year/Date of revision	Percentage of content added or replaced	Agenda Item No.	Page No.	Link of relevant documents/minutes
NIL							

Courses focusing on employability/entrepreneurship/ skill development*					
(Course/subject name)	Course Code	Activities/contents which have a bearing on increasing skill and employability	Agenda Item No.	Page No.	Link of relevant documents/minutes
SCADA & PLC application Energy audit & Management Simulation Lab	OE (A)	Knowledge & hand on on PLC			https://acesse.one/61jIj
	OE (B)	Calculation based on energy audit			
	Lab	Hand on MATLAB software			

New Courses added*					
(Course/subject name)	Course Code	Activities/contents which have a bearing on increasing skill and employability			Link of relevant documents/minutes

Feedback on curriculum received from stakeholders: Analysis & ATR*					Employer
Stakeholder	Student	Faculty	Alumni		
No. of responses			05		
Link of Analysis			https://docs.google.com/spreadsheets/d/1B69i-Q1aA2nBTgvQHGWlIfodrElwBe-L/edit?usp=drive_link&ouid=108875660485459300817&rtpof=true&sd=true		
ATR Link					
Link showing Excel sheet of Google Form details of stakeholders			https://docs.google.com/spreadsheets/d/1qBGYtUQefGxhHk1WC-7-s-beQGjYmhW/edit?usp=sharing&ouid=108875660485459300817&rtpof=true&sd=true		

* Separate page(s) for each of the above four points; Agenda point wise minutes to be appended with each point and a separate link to be given in the appropriate column for each point

2.

The BoS minutes along with the cover/summary page (under point number 1, above) must be uploaded on the departmental web page and link for the same must be shared with the office of the Dean Academics.

3.

Stakeholder feedback analysis must also contain an action taken report (ATR). The details/data of the stakeholder responded through GOOGLE form (such as Name, organization, mail id, phone no if available) must also be shared along with the feedback for the alumni/employer.

4.

The following must be uploaded on the departmental web page and link for the same must be shared with the office of the Dean Academics.

- (i) The Stakeholder feedback collected & analyzed to find the index out of five
- (ii) Action taken report
- (iii) Google form showing responses from alumni, employer, student, faculty etc.

5.

Minutes should have a footer with department name, page number, month of meeting.

6.

Each page should be signed by all faculty, scanned and then submitted to the Dean Academics office.

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BoS Agenda Items	
Item 1	To confirm the minutes of previous BoS meeting held in the month of June 2024
Resolution	Yes, shown and approved
Item 2	To propose change in syllabus of theory/practical's and CO's if any by respective departments for the subjects in II Semester for 2024-2025 admitted batch. No change in scheme template is recommended.
Resolution	No change
Item 3	To propose change in syllabus of theory/practical's and CO's if any by respective departments for the subjects in IV Semester for 2023-2024 admitted batch. No change in scheme template is recommended.
Resolution	No change
Item 4	To propose change in syllabus of theory/practical's and CO's if any by respective departments for the subjects in VI Semester for 2022-2023 admitted batch. No change in scheme template is recommended
Resolution	Change in open elective 1. SCADA & PLC applications 2. Energy audit & management
Item 5	To propose change in syllabus of theory/practical's and CO's if any by respective departments for the subjects in VIII Semester for 2021-2022 admitted batch. Template for VIII semester is provided by Dean office.
Resolution	No change
Item 6	To propose the modified list of courses through Swayam /NPTEL for Honours and Minors degrees as per AICTE model curriculum. Attached for your ready reference
Resolution	Yes it is modified, Annexure attached in 6 th sem scheme
Item 7	To review the CO attainments, to identify gaps and to suggest corrective measures for the improvement in the CO attainment levels for June-Dec 2024.
Resolution	One subject shown (less of time)
Item 8	To review curricula feedback from various stakeholders, its analysis and impact {Stakeholder feedback analysis must also contain an Action Taken Report (ATR) and the details/data of the stakeholders who have responded through GOOGLE form (such as Name, organization, mail id, phone no., if available) must also be shared along with the feedback of the alumni/employer}
Resolution	yes
Item 9	To review the Course Outcomes (COs) feedback of various courses, its analysis, and ATR (June-Dec 2024 semester)
Resolution	NIL
Item 10	To discuss and recommend the scheme structure & syllabi of PG Programme (M.E./M.Tech./MCA/MBA/M.Sc.) along with their Course Outcomes (COs)
Resolution	Yes, it is approved
Item 11	To recommend the scheme structure and Syllabus of Ph.D. Course Work (specific to Doctoral Research Scholars, if any)
Resolution	NIL

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Item 12	Any other matter
Resolution	NIL