

## YMCA UNIVERSITY OF SCIENCE & TECHNOLOGY, FARIDABAD

Minutes of 9<sup>th</sup> meeting of Board of Faculty (BOF) held on 20.2.2018 at 3.00 PM in the Conference Hall of the Mechanical Engg.Deptt.

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### Present:

- Dr.Tilak Raj : In Chair
- Dr.M.L.Aggarwal : Member
- Dr.P.R.Sharma ; Member
- Dr.Vikram Singh ; Member
- Dr.Kannan Chandersekran : Member
- Dr.Komal Kumar : Member
- Dr.Munish Vashistha : Member
- Dr.Rajesh Ahuja : Member
- Dr.Atul Mishra ; Member
- Dr. Poonam Singhal : Member
- Dr.Ashutosh Dixit : Member
- Dr.Sanjeev Kumar : Member
- Ms Sandhya Dixit : Member
- Dr.S.K.Sharma,Registrar : Member/Secretary

The following members could not attend the meeting:-

- D.C.C.Tripathi, Director, UIET, Kurukshetra
- Dr.S.K.Aggarwal, YMCAUST, Faridabad
- Dr.Neelam Mehla, YMCAUST, Faridabad
- Dr.Pradeep Dimri, YMCAUST, Faidabad
- Dr.V.K.Sharma, YMCAUST, Faridabad
- Dr.Neelam Duhan, YCAUST, Faridabad

At the outset Dr.Tilak Raj, Chairman-BOF welcomed all the members for attending the 9<sup>th</sup> meeting of the Board of Faculty. The Chairman extended special thanks to Dr.Kannan Chandersekran, Chief General Manager, Indian Oil Corporation for sparing time out of his busy schedule to attend the meeting. After that the agenda notes were taken up and the Board decided/recommended as under :-

### **Item No.BOF/09/01: To confirm the minutes of 8<sup>th</sup> meeting of Board of Faculty held on 14.7.2017**

The members considered and confirmed the minutes of its 8<sup>th</sup> meeting held on 14.7.2017.

### **Item No.BOF/09/02:To consider the Action Taken Report (ATR) on the minutes**

of

**BOF meeting held on 14.7.2017**

The members noted the action taken report on various decisions on the minutes of its 8<sup>th</sup> meeting held on 14.7.2017.

**Item No.BOF/09/03:To consider and approve the Minutes of Board of Studies(UG &PG) of Mechanical Engg. Deptt. held on 8.2.2018**

(A) While considering the Minutes BOS(UG), the members suggested the following :-

(1) Item No.BOS/12/03 (Scheme & Syllabi of B.Tech programmes) – The members were of the opinion that the scheme & syllabi should not be called “curriculum”.

(2) Item No.BOS/12/07 (project submission and evaluation guidelines) – The Board approved the decision of BOS(UG) on the above issue. But at the same time Chairpersons of other departments also shown their interest to formulate their project submission and evaluation guidelines for their departments also. It was decided that they can get these guidelines for their reference and formulate the same for their department by keeping homogeneity at university level.

(3) Item No.BOS/12/08 (list of examiner for UG programmes) – it was decided that the all the faculty members having Ph.D Degree with 5 years experience from Govt./Govt. Aided or prestigious Institutions will also act as external examiner for theory paper setting. The Board approved the list of examiners for UG programmes of the University and affiliated colleges with this modification. It was further decided that in case during the practical exam any examiner did not turned up, a teacher with minimum M.Tech qualification and 5 years experience in the relevant subject from affiliated or prestigious institutions, may be called/invited by the Director/Principal of affiliated college for conduct of practical exam with the permission of the Controller of Examination. The members were of the opinion that the eligibility of the examiner for theory and practical may also be checked from the Exam Ordinances of the University.

(4) Item No.BOS/12/10 (constitution of team at department level for modification of

PSOs) – it was decided to formulate a committee to review the PSO by involving students and expert from academic and industries.

The Board approved the Minutes of 12<sup>th</sup> meeting of Board of Studies (UG) held on 8.2.2018 at 11.00 AM with the above suggestions.

(B) While considering the Minutes BOS(PG), the members suggested the following :-

(1) Item No.BOS(PG)/1/02: (Scheme & Syllabi of B.Tech programmes) – The members were of the opinion that the scheme & syllabi should not be called “curriculum”.

(2) Item No.BOS(PG)/1/103 (constitution of team at department level for modification of PEOs) – it was suggested that students and expert from academic and industries should also be involved while constituting team for modification of PEOs .

(3) Item No.BOS(PG)/1/04 (project submission and evaluation guidelines) – The Board approved the project submission and evaluation guidelines. It was decided that other departments can get these guidelines for their reference and formulate the same for their department by keeping homogeneity at university level.

(4) Item No.BOS(PG)/1/05 (list of examiner for PG programmes) – it was decided that the all the faculty members having Ph.D Degree with 5 years experience from Govt./Govt. Aided or prestigious Institutions will also act as external examiner for theory paper setting. The Board approved the list of examiners for PG programmes of the University and affiliated colleges with this modification. It was further decided that in case during the practical exam any examiner did not turned up, a teacher with minimum Ph.D qualification and 5 years experience in the relevant subject from affiliated or prestigious institutions, may be called/invited by the Director/Principal of affiliated college for conduct of practical exam with the permission of the Controller of Examination. The members were of the opinion that the eligibility of the examiner for theory and practical may be checked from the Exam Ordinances of the University.

Copy of Minutes are enclosed as **Annexure-09.03.01 and 09.03.02.**

**Item No.BOF/09/04:To consider and approve the Minutes of Board of Studies(UG & PG) of Computer Engg. Deptt. held on 24.1.2018**

Dr.Komal Kumar Bhatia, Chairman-CE, briefed about the decisions taken by the Board of Studies (UG & PG) in its meetings held on 24.1.2018. After detailed discussions, the members suggested the following:-

- (I) Action Taken report should be attached with the minutes in future
- (ii) It was decided that the guidelines finalized while approving the list of examiners for Mech Engg Deptt will be followed.
- (iii) To make changes under Item No.BOS/11/07 as “name and content of the lab”.
- (iv) The members stressed on checking the registration year of the Ph.D candidates and the total duration before Ph.D submission.

The Board approved the minutes of BOS (UG and PG) meetings held on 24.1.218 with the above suggestions. Copy of Minutes are enclosed as **Annexure-09.04.01 and 09.04.02.**

**Item No.BOF/09/05:To consider and approve the Minutes of Board of Studies (UG & PG) of Information Technology Deptt. held on 25.1.2018**

Dr. Atul Mishra Chairman-IT, briefed about the decisions taken by the Board of Studies (UG & PG) in its meetings held on 25.1.2018. After detailed discussions, the approved the minutes of BOS(UG & PG) in IT with the following suggestions:-

- (i) Action Taken report should be attached with the minutes in future
- (ii) It was decided that the guidelines finalized while approving the list of examiners for Mech Engg Deptt will be followed.
- (iii) MOOC courses are to be added for the affiliated colleges also.
- (iv) For the time being the courses of B.Sc ad BCA are to be included in Faculty of Engg & Tech with the approval of the higher bodies.

Copy of Minutes are enclosed as **Annexure-09.05.01 and 09.05.02.**

**Item No.BOF/09/06:To consider and approve the Minutes of Board of Studies of Electrical Engg. Deptt.**

It was informed by Dr.Rajesh Ahuja, Chairman-Electrical Engg Deptt that the constitution of BOS(UG) and (PG) is under consideration and after the constitution, the meetings of Board of Studies will be held.

**Item No.BOF/09/07:To consider and approve the Minutes of Board of Studies of Electronics Engg. Deptt. held on 2.2.2018**

Dr.Munish Vashisth, Chairman-Electronics Engg. Deptt briefed about the decisions taken in the meeting of Board of Studies.

The members considered and approved the Minutes of BOS with the following suggestions:-

- (i) There should be separate board of Studies for UG and PG. The Chairman was advised to have members from affiliated colleges, industry and from the alumni (MOB) on both the Board of Studies.
- (ii) It was decided that the guidelines finalized while approving the list of examiners for Mech Engg Deptt will be followed.
- (iii) Item No.6 : The members asked the Chairman to submit the full details and dates of registration and viva as per Ph.D Ordinances of the candidate as the total time allotted after pre-submission is 6 months and maximum 2 months extension period.
- (iv) Item No.7: It was suggested to include Course Objectives, Course Outcomes, Unit Nos. and web links in the Ph.D syllabi.

Copy of Minutes is enclosed as **Annexure-09.07.01.**

**Item No.BOF/9/08 : To consider and approve minutes of Board of Studies of Civil Engg and Fashion Apparel Engg meetings held on 10.10.2017 and 7.2.2018.**

Dr.M.L.Aggarwal, Chairman-BOS briefed about the decisions taken in the meeting of Board of Studies.

The members considered and approved the Minutes of BOS held on 10.10.2017 and 7.2.2018 with the following suggestions:-

- (i) The scheme and syllabi of MDU Rohtak may be followed where the scheme and syllabi of the University is not available.
- (ii) Course Outcomes (COs) should be added in the syllabi.

Copy of Minutes is enclosed as **Annexure-09.08.01 and 09.08.02**

**Item No.BOF/09/09: To discuss the adoption of curricula of different programmes as per AICTE model scheme.**

The matter was discussed in details in the meeting and the following points were decided:-

- (i) First of all workshops in all the departments should be conducted regarding implementation of AICTE model scheme in the university by incorporating the workshop courses and industrial training in all the B.Tech programmes.
- (ii) Most of the members suggested that AICTE Model Scheme should be adopted for the 3<sup>rd</sup> semester students from the session 2018-19 of various B.Tech programmes alongwith the first year of new B.Tech batches. But some members had reservation regarding this suggestion because these students have not under gone 3 weeks induction programme and their total credits will be more than 160. They suggested that this should be adopted for the first year students only.
- (iii) This matter was referred to the Academic Council for further discussion/decision.

**Item No.BOF/09/10 : Any other item with the permission of the Chair.**

It was suggested that industrial training currently being done in the 7<sup>th</sup> semester of some branches should be shifted to 8<sup>th</sup> semester alongwith other branches.

The meeting ended with a vote of thanks to the Chair.

**(Dr.Tilak Raj)  
Chairman-BOF**