

**From The Department Of English**

Date :-09.04.2018

**CIRCULAR**

It is proposed to conduct the BoS - English meeting on 23.03.2018 at 2.00 PM in ICS Lab, K-Block, 3<sup>rd</sup> floor.

The following is the agenda:

1. Approval of AICTE Model curriculum for English, theory & lab, for B.E 1st year students all branches from the academic year 2018-19
2. Approval of the course "Gender sensitization" as open elective for B.E V and VI semesters
3. Approval of the AICTE model curriculum course "English for Research Paper Writing " for M.Tech I/II Semester (Audit Course) from 2018 -19.
4. Approval of the changes in Soft Skills and Employability Enhancement course for BE/B.Tech III&IV Semester.
5. Discussion of the proposed course in *AICTE* Model curriculum "Essence of Indian Traditional Knowledge" for B.E 1st Semester from 2018-19.
6. Removal of English language lab for Bridge Course students from 2018-19.
7. Any other item with permission of the chair.

Dr P Raj Reddy  
HOD, Dept of M&H,  
Chairman, BoS

s.no	Name of the faculty	Signature
1	Dr. A. Sandhya Reddy	
2	Mrs. A. Vijaya Lakshmi	
3	Mr. Srinivas Andoju	
4	Mr. K. Naveen Kumar	
5	Dr.Ch. Suvarna Ragini	
6	Dr. Shagufta Parween	
7	Mrs. K.C.Vandana	
8	Dr. Shirisha Deshpande	

# CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A), HYDERABAD-75

## DEPARTMENT OF MATHS & HUMANITIES

Dt: 11.04.2018

Minutes of the meeting of Board of Studies (BOS) - English, held on 23.03.2018 at 2.00 PM in the English Communication Skills Lab, K Block, 3<sup>rd</sup> Floor.

### Members Present:

Dr. V. Parvathi, Professor of English, Chairperson, BOS, JNTU-H& VC Nominee  
Prof. K. Padmini Shankar, Professor, Dept of ESL Studies EFL University .  
Dr. Aparna Pale, HOD & Professor, Dept of English GNITS, Hyderabad.  
Dr. A. Sandhya Reddy, Assoc. Professor, Dept. M&H, CBIT.  
Mrs. A. Vijayalakshmi, Asst. Professor (Sr), Dept. of M&H, CBIT.  
Mr. Sreenivas Andoju, Asst. Professor (Sr), Dept. of M&H, CBIT.  
Mr. K. Naveen Kumar Assistant Professor Dept. of M&H, CBIT  
Dr. Ch. Suvarna Ragini Assistant Professor Dept. of M&H, CBIT  
Mrs. G. Chandana Kumar Assistant Professor Dept. of M&H, CBIT  
Mrs. G. Mercy Rani Assistant Professor Dept. of M&H, CBIT

### Members Absent:

Dr. Durga Bhavani, Chairman, BOS, Professor of English, Osmania University

Dr. P. Raj Reddy, Head, Dept of M&H, CBIT and the Chairman BoS has entrusted the responsibility of conducting the meeting to Dr. A. Sandhya Reddy, Assoc. Professor of English, CBIT. She occupied the chair and conducted the proceedings.

**Item No.1: Approval of AICTE Model curriculum for English, theory & lab, for B.E 1<sup>st</sup> year students all branches from the academic year 2018-19**

**Minutes :** All the members have thoroughly discussed the topics in each unit in the theory paper and approved the designed syllabus with a few changes pertaining to the topic and unit headings. The lab syllabus was approved without any changes.

**Item No.2: Approval of the course "Gender sensitization" as open elective for B.E V and VI semesters**

**Minutes :** All the members of the Board of Studies have unanimously approved the course "Gender Sensitisation" and stated that the course cannot be combined with another course or offered during the induction program. The members suggested /recommended that the said course should be mandatory and can be offered to III year BE/ B.Tech students in the form of activities and case studies, 2/3 hours per week. It was also mentioned that the said course is being offered in JNTUH and its affiliated colleges since 2015 and that it is going to be offered by Osmania University too from 2018-19

**Item No. 3 : Approval of the AICTE model curriculum course "English for Research Paper Writing " for M.Tech I/II Semester (Audit Course) from 2018 -19.**

**Minutes :** All the members of the Board of Studies have unanimously approved of the model curriculum course "English for Research Paper Writing" for M.Tech in the second semester as an Audit Course from academic year 2018 -19. (as the faculty have expressed that they are heavily overloaded with classwork in the 1st or odd semester)

**Item No. 4 : Approval of the changes in Soft Skills and Employability Enhancement course for BE/B.Tech III&IV Semester.**

**Minutes:** All the members of the Board of Studies have unanimously approved the existing syllabus of Soft Skills and Employability Enhancement course for BE/B.Tech III&IV Semesters, with a few changes.

**Item No. 5: Discussion of the proposed course in AICTE Model curriculum "Essence of Indian Traditional Knowledge" for B.E 1<sup>st</sup> Semester from 2018-19.**

**Minutes :** All the members of the Board of Studies have unanimously approved the AICTE model curriculum course "Essence of Indian Traditional Knowledge" for B.E 1<sup>st</sup> Semester from 2018-19. They suggested that a detailed syllabus be designed relevant to the students of today.

**Item No.6 : Removal of English language lab for Bridge Course students from 2018-19.**

**Minutes :** The members of the BOS directed the department to retain the English Language Lab for Bridge Course students. Upon comparing the syllabus of the Bridge Course with the English syllabus taught in the Polytechnic college it was concluded that some essential components in Phonetics and Communication skills taught in the English language Lab are necessary as the students are weak in English. The members recommended that Bridge coursework load should be included in the total work load and the staff taking the bridge course classes should be given appropriate remuneration as the classes are taken after regular college hours.

**Under any other item with the permission of the Chair:**

**Item No. 7: Separate department of English (Represented in previous BoS too in 2013, 2016)**

**Minutes:** The Board of Studies meeting has debated and discussed at length the need of having a separate department for the faculty of English in CBIT. The members stated that the management should initiate forming a separate department of English since the faculty of English are involved in many academic activities that need independent functioning. The faculty offer courses for BE/BTech 1st years, 2nd years, MBA, MCA, and MTech students too. They organize training programs for the teaching and non-teaching staff in English and communication skills. The members were of the opinion that autonomy would not only lend dignity and self esteem but further strengthen the department and boost the morale of the faculty to achieve greater things. It was also noted that many Engineering colleges have a separate department for English. Therefore the members strongly recommended a separate department for English.

The meeting ended with vote of thanks to the Chair.

Dr P Raj Reddy  
HOD, Dept of M&H,  
Chairman, BoS

Cc :-  
The Principal, CBIT  
AEC I/C, for information.  
The Dean, C-DAC, for information.  
All the Members of the B.O.S

## **Members of the Board Of Studies**

**Name**

**Signature.**

Dr. V. Parvathi,  
Professor of English, JNTU-H & Chairperson, BoS,  
VC Nominee

Prof. K. Padmini Shankar,  
Professor, Dept of ESL Studies,  
EFL University.

Dr. AparnaPalle,  
HOD & Professor, Dept of English  
GNITS, Hyderabad.

Dr.A. Sandhya Reddy,  
Assoc. Professor, Dept. M&H, CBIT

Mrs. A. Vijayalakshmi,  
Asst. Professor(Sr), Dept. of M&H,CBIT.

Mr. SreenivasAndoju,  
Asst. Professor(Sr), Dept. of M&H, CBIT.

Mr. K. Naveen Kumar  
Assistant Professor Dept. of M&H, CBIT

Dr. Ch. Suvarna Ragini  
Assistant Professor Dept. of M&H,CBIT

## Department of Mathematics & Humanities

BoS Meeting on 23-03-2018 (AICTE Model Curriculum) - Subject - English

### Members Present:

**Chairman :** Dr Raji Reddy  
Associate Professor and Head  
Department of Mathematics & Humanities  
Chaitanya Bharathi Institute of Technology,  
Gandipet, Hyderabad. s/d  
**PRESENT**

**University Nominee:** Dr.Durga Bhavani  
Professor & Chairperson, BoS  
Osmania University  
Hyderabad. **ABSENT**

### Subject Experts:

1. Dr.V Parvathi **PRESENT**  
Head, Dept of English  
JNTUCEH, Hyderabad.

2. Dr Padmini Shankar **PRESENT**  
Professor, EFL University

3. Dr Aparna Palle **PRESENT**  
Assoc professor, GNITS, Hyderabad

4. Meritorious Alumnus: **no representation**

### Members:

- s/d
1. Dr.A.Sandhya Reddy, Assoc. Professor, Dept. M&H, CBIT.
  2. Mrs. A. Vijayalakshmi, Asst. Professor(Sr), Dept. of M&H, CBIT.
  3. Mr. SreenivasAndoju, Asst. Professor(Sr), Dept. of M&H, CBIT.
  4. Mr. K. Naveen Kumar Assistant Professor Dept. of M&H, CBIT
  5. Dr. Ch. Suvarna Ragini Assistant Professor Dept. of M&H, CBIT