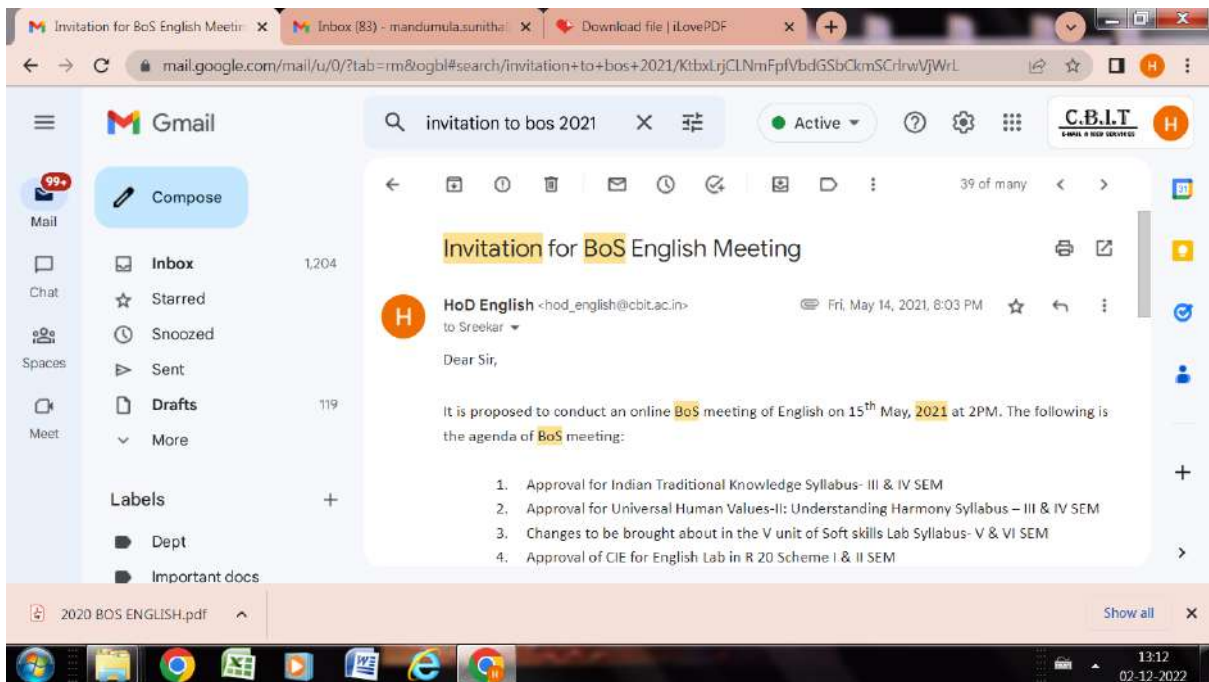
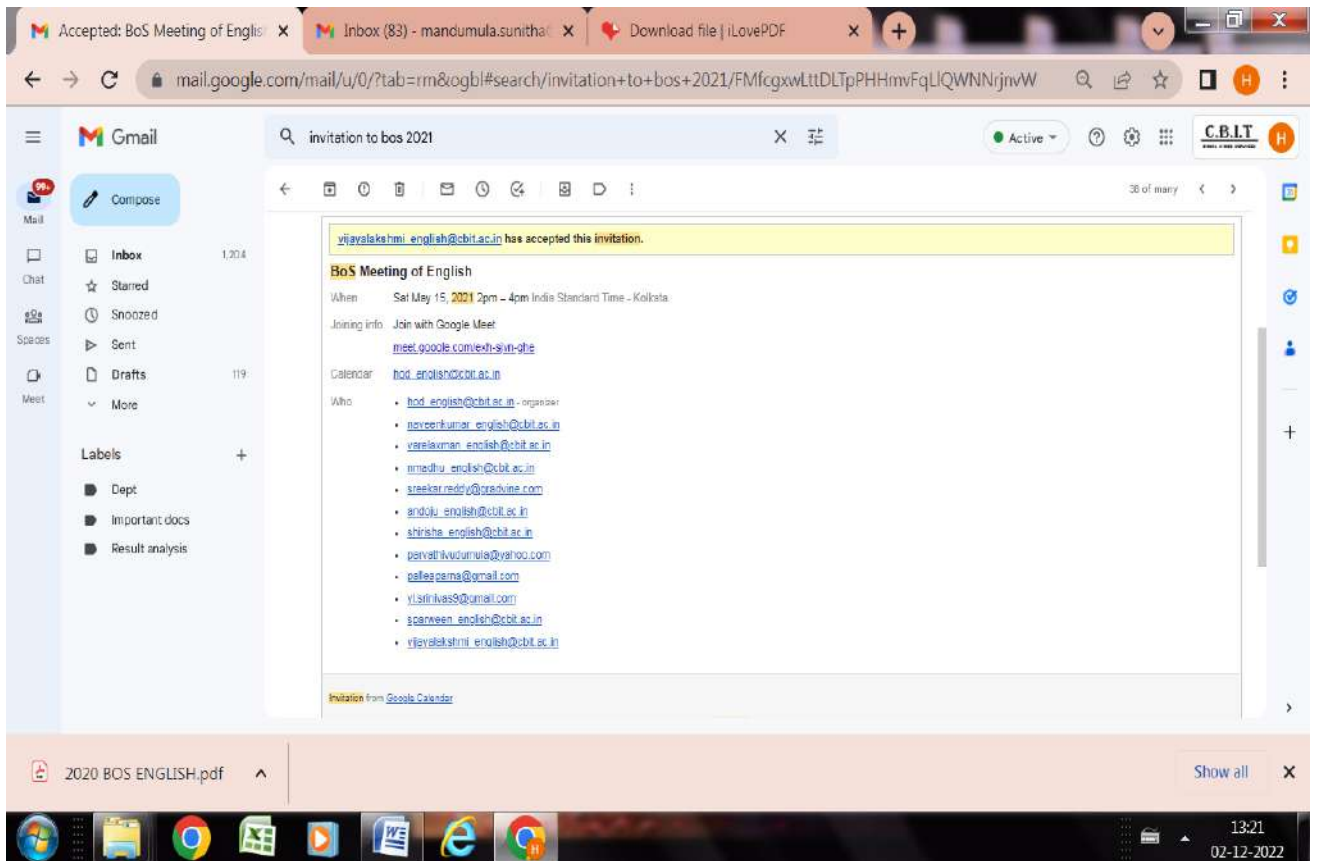


BOS Invitation 2021



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to Dr

Dear Madam,

It is proposed to conduct an online **BoS** meeting of English on 15th May, 2021 at 2PM. The following is the agenda of **BoS** meeting:

1. Approval for Indian Traditional Knowledge Syllabus- III & IV SEM
2. Approval for Universal Human Values-II: Understanding Harmony Syllabus – III & IV SEM
3. Changes to be brought about in the V unit of Soft skills Lab Syllabus- V & VI SEM
4. Approval of CIE for English Lab in R 20 Scheme I & II SEM
5. Any other item with the permission of the chair.

I would be grateful for your presence and your inputs in this regard. The link to join will be sent to you all.

2020 BOS ENGLISH.pdf

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13:16
02-12-2022

**CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY, (AUTONOMOUS)GANDIPET,
HYDERABAD-75
DEPARTMENT OF ENGLISH**

Date: 17.05.2021

Minutes of the meeting of Board of Studies (BOS) - English, held at 2.00 PM on Saturday, 15 May 2021 via online mode through google meet.

Members, BoS:-

1. Dr YL Srinivas, Professor & Chairperson, Dept of English, Osmania University
2. Dr V. Parvathi, HOD, Humanities and Social Sciences, JNTUCEH, GNITS
3. Dr P. Aparna, Professor & Head, Dept of Humanities & Mathematics
4. Mr Sreekar Sannapareddy, Co-Founder & CEO Gradvine Advisors Pvt. Ltd, Hyderabad
5. Mrs A. Vijayalakshmi, Assistant Professor(Sr), Dept. of English, CBIT
6. Mr Sreenivas Andoju, Assistant Professor(Sr), Dept. of English, CBIT
7. Mr K. Naveen Kumar Assistant Professor Dept. of English, CBIT
8. Dr Shagufta Parween, Assistant Professor Dept. of English, CBIT
9. Dr Shirisha Deshpande, Assistant Professor Dept. of English, CBIT
10. Mr V. Laxman, Assistant Professor Dept. of English, CBIT
11. Dr. N. Madhu, Assistant Professor Dept. of English, CBIT

Members Absent: Mr Sreenivas Andoju, Assistant Professor(Sr), Dept. of English, CBIT

Mrs A. Vijayalakshmi, Assistant Professor(Sr), BoS English, occupied the chair and conducted the proceedings.

Item No.1: Approval of the syllabus for the course Indian Traditional Knowledge -BE/B.Tech III & IV Semesters -All branches)

Minutes: The syllabus for Indian Traditional Knowledge was thoroughly discussed and deliberated upon in the BoS meeting. It was unanimously resolved that since the course is mandatory and the syllabus has been prescribed by the AICTE no major changes would be brought about in the syllabus. The syllabus was approved by the BoS members after removal of "Introduction to Mayamatam" from the AICTE prescribed syllabus as it was considered to be too difficult for the students. It was also decided that the department requires adequate resources to handle it. The BoS members recommended that the department should outsource or invite people from outside who are experts in the field to handle the course. The Code for the syllabus 20EGM02 was approved by the BoS.

Item No. 2: Approval of the syllabus for the course Universal Human Values-II: Understanding Harmony - BE/B.Tech III & IV Semesters -All branches)

Minutes: The BoS members resolved to keep intact the syllabus for the compulsory credit course, Universal Human Values-II: Understanding Harmony as it has been provided by AICTE. Professor & Chairperson, OU, drew attention to the conspicuous absence of ancient Indian texts as the Jataka stories or Kathasaritasagara, which are embedded with values. Professor & Chairperson, OU, also recommended to include two texts in the References:

- 1) AMARTYA SEN, The Argumentative Indian.
- 2) SHASHI THAROOR, The Hindu Way of Life.

Dr. V. Parvathi informed that AICTE regularly conducts programs on Universal Human Values and Indian Traditional Knowledge and materials used during the orientation programme can be used for the course. It was also mentioned that any faculty handling the subject should have a minimum exposure to at least one 8-day FDP on the subject. Dr P. Aparna also emphasised on the training and suggested that a workshop could be arranged to guide and motivate people as to how to take the classes. The BoS members also stressed upon that it is to be highlighted that the course is to be taught by faculty from every teaching department. Based upon the suggestions of the BoS, the Course Outcomes was slightly modified. the syllabus was then unanimously approved by the BoS.

Item No. 3: Changes to be brought about in the unit V of Soft skills Lab Syllabus- V & VI SEM

Minutes: It was informed that the course would now be taught in the V and VI Semester instead of the III and IV semester so that it would help the students at the time of placements. It was unanimously resolved to rename the title of the Soft Skills Lab course as **Employability Skills**. Dr YL Srinivas suggested to include Hypothesis, and Dr. P. Aparna suggested to include Plagiarism in Unit IV. It was resolved to include elements in the V Unit of the syllabus which will help the students prepare for competitive exams. As such, the following elements were included in **Unit V- Verbal Aptitude-** Sentence correction, sentence completion, jumbled sentences, vocabulary and Reading Comprehension. After a thorough revision and restructuring of the course Objectives, Course Outcomes, syllabus design, and Proofreading, the syllabus was approved by the BoS.

**Item No. 4: Revising Approval of CIE for English Lab 20EGC02 in R 20 Scheme
(BE/BTech I & II Semesters -All branches)**

Minutes: The BoS members suggested that the terminology used in the Lab CIE should be contextual as well as appropriate and the tools used to assess the students for the Lab CIE need to be clearly defined. After thorough deliberations and based upon the suggestions of the BoS members it was decided to keep the following five Performance Indicators in the Lab CIE rubrics:

- Pre Activity Preparation work
- Activity Performance
- Post Activity Analysis[Viva, Inference]
- Record Writing
- Personal and Professional Etiquette

Item No. 5: Any other item with the permission of the Chair

There being no other item the meeting ended with vote of thanks to the chair.

Mrs. A.Vijaya Lakshmi (Sr)
Head, Dept. of English &
Chairperson BoS

Cc:--
The Principal, CBIT
Director, Academics, for Information,
All the Members of the BoS

DEPARTMENT OF ENGLISH

BOS Meeting on 15 May 2021

Members Present

Mrs A. Vijayalakshmi
Assistant Professor(Sr)
Dept. of English
CBIT

s/d
PRESENT

University Nominee:

1. Dr YL Srinivas

Professor & Chairperson
Dept of English
Osmania University

PRESENT

Subject Experts:

1. Dr V. Parvathi

HOD
Humanities and Social Sciences
JNTUCEH,

PRESENT

2. Dr P. Aparna

Professor & Head
Dept of Humanities & Mathematics
GNITS

PRESENT

Representative from industry/corporate sector/allied area relating to placement

1. Mr Sreekar Sannapareddy

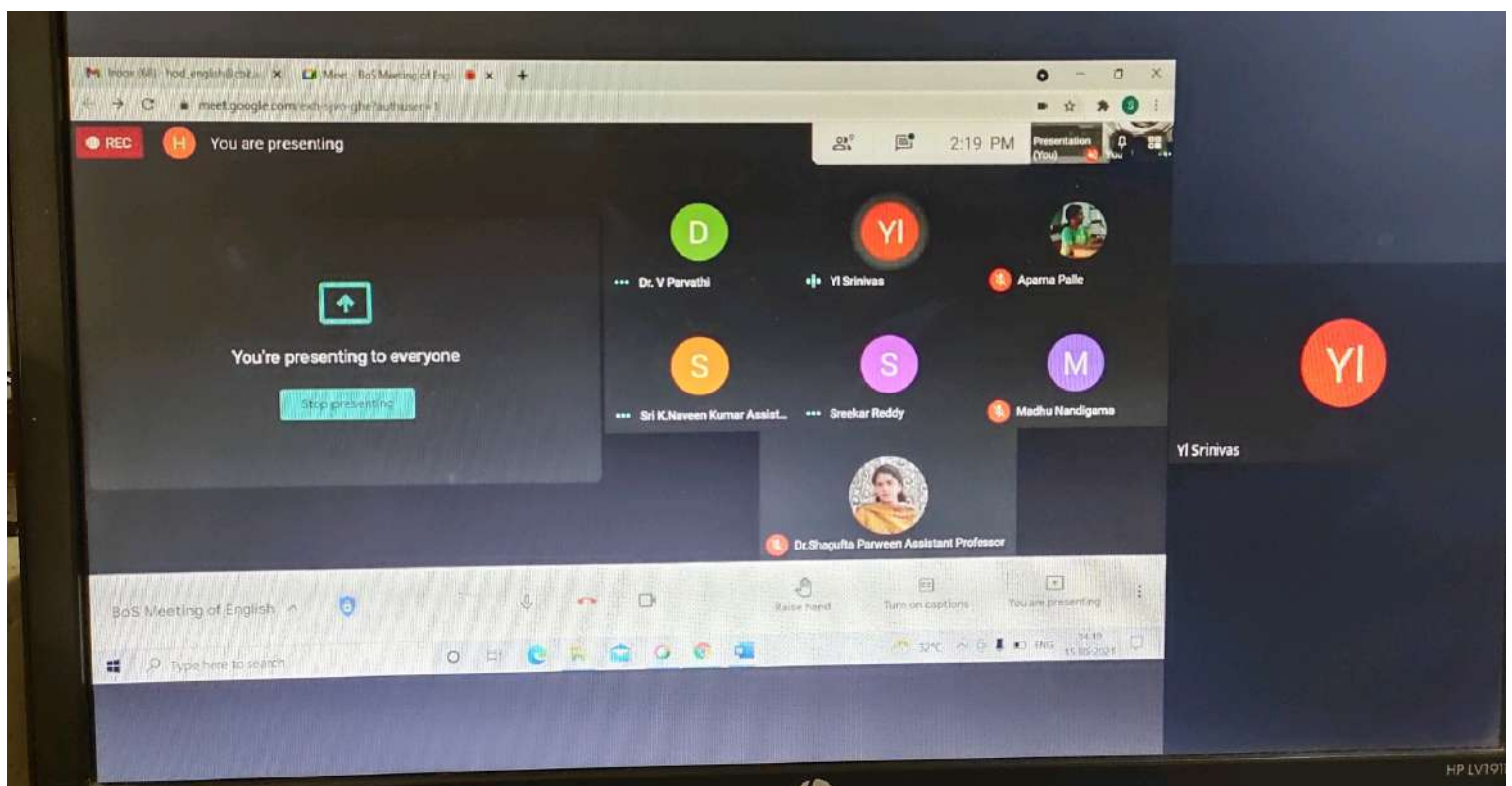
Co-Founder & CEO Gradvine Advisors Pvt. Ltd, Hyderabad

PRESENT

Meritorious Alumnus: no representation

Members:

- s/d
1. Mrs A. Vijayalakshmi, Assistant Professor(Sr), Dept. of English, CBIT **PRESENT**
 2. Mr SreenivasAndoju, Assistant Professor(Sr), Dept. of English, CBIT **PRESENT**
 3. Mr K. Naveen Kumar Assistant Professor Dept. of English, CBIT **PRESENT**
 4. Dr Shagufta Parween, Assistant Professor Dept. of English, CBIT **PRESENT**
 5. Dr Shirisha Deshpande, Assistant Professor Dept. of English, CBIT **PRESENT**
 6. Mr V. Laxman, Assistant Professor Dept. of English, CBIT **PRESENT**
 7. Dr. N. Madhu, Assistant Professor Dept. of English, CBIT **PRESENT**



The image shows a video player interface. The main content is a Microsoft Word document titled 'Personality Skills Year 2 Communicability Module - 2022'. The document content is as follows:

Code: WEG C01 **SOFT SKILLS**

(BE Week III & IV Semester - Common to all Branches) **2 Credits per week**

Duration of SEE 2 Hours

SEE 35 Marks

CIE 15 Marks

Credits

Course Objectives: To help the student

1. Participate in group discussions and case studies with confidence and to make effective presentations. *Apply to have the art of communication.*
2. Write concise packaging, preparing and facing interviews.
3. Build an assertive personality through effective time management, legislation, self-confidence and assertiveness.
4. Understand what constitutes proper grooming and etiquette in a professional environment. *Apply to understand academic ethics and value systems.*
5. To be competent in verbal aptitude.

Course Outcomes: The students will be able to

1. Be effective communicators and participate in group discussions and case studies with confidence. *Also be able to make presentations in a professional manner.*
2. Write concise, prepare and face interviews confidently.
3. Be assertive and set clear time and long term goals. *Also able to manage time effectively and deal with stress.*
4. Make the transition smoothly from campus to corporate. *Also use media with etiquette and know what academic ethics are.*
5. Conduct and complete assignments, give a good vocabulary and competent passages confidently.

At the bottom of the video player, there is a progress bar showing 12:02 / 52:34, a volume icon, and a search bar with the text 'Type here to search'. On the right side, there is a video feed of a person with glasses and a dark shirt, and a control panel with icons for chat, settings, and full screen.

BoS Meeting of English (2021-05-15 at 01:43 GMT-7)

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You're presenting to everyone

Stop presenting

People (10)

Dr. V Parvathi VI Srinivas

Apama Palle Sri K.Naveen Ku...

Sreekar Reddy Madhu Nandig...

Dr. Shirisha Des... Dr. Shagufia Par...

HoD English (You)

HoD English

Apama Palle

Dr. Shirisha Desh pande...

Dr. V Parvathi

BoS Meeting of English

IN CALL

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VI Srinivas

BoS Meeting of English (2021-05-15 at 01:43 GMT-7)



Dr. Parva 48:57 / 52:34



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BoS Meeting of English (2021-05-15 at 01:43 GMT-7)



Aparna Palle

47:59 / 52:34



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