



September 07, 2022

## Minutes of Meeting of 1<sup>st</sup> Board of Studies – ME Department

(as per notice 2022-23/ME/BoS/01 dated 2<sup>nd</sup> September, 2022)

### Agenda Items 2022/ME/BoS-1 (05-09-2022)











1.1	Welcome of the members & invitees of the BoS Meeting of ME Department
1.2	Address by the Chairman of the ME - BoS, SACET
1.3	To confirm the minutes of the previous BoS Meeting - NA since this is the first one
1.4	To report the actions taken on the recommendations of the previous BoS Meeting - NA since this is the first one
1.5	To present the draft course structure of the ME(UG & PG) subjects of I Year – I & II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested
1.6	To present the draft syllabus of the ME(UG & PG) subjects of I Year – I & II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested
1.7	To finalize the evaluation procedures of the Continuous Internal Evaluation (CIE) and Semester End Examination (SEE)
1.8	Any other item with the permission of the Chair

### Committee Proceedings:

The ME Department 1<sup>st</sup> Board of Studies meeting was held under the chairmanship of HoD, ME, SACET at 2.30 PM on 5<sup>th</sup> September, 2022, Monday in Online/Offline mode in Room No: 106, ME Department, to discuss the above mentioned agenda points. The proceedings of the Committee are as follows:

<b>1. Welcome of the members &amp; invitees of the BoS Meeting of ME Department</b>
The Head of the department of Mechanical Engineering invited all the members and invitees to the first BoS meeting and extended his warm welcome to all the members.
<b>2. Address by the Chairman of the ME - BoS, SACET</b>
Chairman introduced BoS members to the invitees followed by presentation
<b>3. To confirm the minutes of the previous BoS Meeting - NA since this is the first one</b>
Not Applicable
<b>4. To report the actions taken on the recommendations of the previous BoS Meeting - NA since this is the first one</b>
Not Applicable
<b>5. To present the draft course structure of the ME (UG &amp; PG) subjects of I Year – I &amp; II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested</b>
BoS CHAIRMAN of ME dept. presented the draft course structure of UG, I Sem and II Sem, PG (Thermal Engineering) I, II, III, IV Semesters for 2022 Admitted batch.
Suggestion: The invitees Suggested to draft four-year course structure. Action taken: We will propose the remaining three years course structure at a time during the next BoS.
<b>6. To present the draft syllabus of the ME (UG &amp; PG) subjects of I Year – I &amp; II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested</b>
BoS CHAIRMAN of ME dept. presented the draft syllabus of UG, I, II Sem Courses- Engineering Drawing for CE, ME, EEE Branches, Engineering Mechanics for CE, ME Branches only, Computer aided Engineering Drawing Practice and Workshop Practice Lab for ME Branch. After the completion of UG, BoS CHAIRMAN of ME dept. presented the draft syllabus PG (Thermal Engineering) I, II, III, IV Semesters for 2022 Admitting batch and got approval of all the members of BoS .
<b>Suggestion 1:</b> The invitees Suggested to include CO Vs PO, CO Vs PSO mapping to evaluate the learner's outcome after completion of each course. Action taken: As per the suggestion the mapping is prepared and the same is sent to the invitees for reference.
<b>Suggestion 2:</b> The invitees Suggested to formulate Course objectives and Course Outcomes by incorporating Blooms Taxonomy Action taken: As per the suggestion the course objectives and outcomes are prepared by incorporating Blooms Taxonomy and the same is sent to the invitees for reference.
<b>Suggestion 3:</b> The invitees suggested to teach the drawing subjects with models and real time components for better understanding and learning outcomes. Action taken: already we are using wooden models to teach conventional drawing from past 16 years and as per the suggestion, the most commonly used mechanical components will be shown practically to create the 2D and 3D models using Auto Cad.
<b>7. To finalize the evaluation procedures of the Continuous Internal Evaluation (CIE) and Semester End Examination (SEE)</b>
It is proposed to follow the existing university evaluation procedures and got approved from all the members and invitees of BoS.
<b>8. Any other item with the permission of the Chair</b>
No other item was raised for discussion. The meeting adjourned with vote of thanks by Chairman of BoS.



S. No.	Name of the Member	Designation	Affiliation	Constitution	Signature
1	Mr.V.Lakshmi Narayana	Associate Professor & HOD	St. Ann's College of Engineering & Technology, Chirala	Chairman	
2	Dr. N. Mohan Rao	University Expert	JNTU-GV <del>JNTUK</del> Gurajada, Vizianagaram	Member	
3	Dr.A.V.Ratna Prasad	Subject expert from outside the Parent University	Professor & Principal, VR Siddhartha Engineering College, Vijayawada.	Member	
4	Dr.B.Ravi Sankar	Subject expert from outside the Parent University	Professor & Controller of Examinations, Bapatla Engineering College, Bapatla.	Member	
5	Mr.K.Ravi Kumar	Industry Expert	Dean, Amara Raja Skill Development Center, Aurangabad, Maharashtra, India	Member	
6	Dr.C.S.Rao	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	
7	Dr.D.Sivabhaskara Rao	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	
8	Dr.T.Gopala rao	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	
9	Mr.D.Jawaharlal	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	
10	Mr.P.Harish	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	
11	Mr.Sk.Meeravali	Dept. Subject Expert	St. Ann's College of Engineering & Technology,	Member	

			Chirala		
12	Mr.N.V.Narasimha Rao	Dept. Subject Expert	St. Ann's College of Engineering & Technology, Chirala	Member	<i>Nehru</i>
13	Mr.B.Hareesh Kumar	Meritorious PG Alumni	Meritorious UG Alumni	Member	Absent

*16*  
Chairman- BoS

**JNTUK Code: F0**

**NAAC 'A' Grade – 1st Cycle  
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# **St.ANN'S COLLEGE OF ENGINEERING & TECHNOLOGY AUTONOMOUS**

**(Approved by AICTE, New Delhi & Permanently Affiliated to JNTUK, Kakinada)**

**ACCREDITED BY NBA & INSTITUTION OF ENGINEERS (INDIA)**

April 29, 2023

## **Minutes of Meeting of 2<sup>nd</sup> Board of Studies – ME Department**

(as per notice 2022-23/ME/BoS/02 dated 27<sup>th</sup> April, 2023)

### **Agenda Items 2023/ME/BoS-2 (28-04-2023)**

1.1	Welcome of the members & invitees of the BoS Meeting of ME Department.
1.2	Address by the Chairman of the ME - BoS, SACET.
1.3	To confirm the minutes of the previous BoS Meeting.
1.4	To report the actions taken on the recommendations of the previous BoS Meeting.
1.5	To present the draft course structure of the ME(UG) subjects of II-IV Year – I & II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested.
1.6	To present the draft syllabus of the ME(UG) subjects of II-IV Year – I & II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested.
1.7	Any other item with the permission of the Chair

### **Committee Proceedings:**

The ME Department 2<sup>nd</sup> Board of Studies meeting was held under the chairmanship of HoD, ME, SACET at 2.30 PM on April 28, 2023, Friday in Online/Offline mode in Room No: 106, ME Department, to discuss the above-mentioned agenda points. The proceedings of the Committee are as follows:



<b>1.Welcome of the members &amp; invitees of the BoS Meeting of ME Department</b>
The Head of the department of Mechanical Engineering invited all the members and invitees to the first BoS meeting and extended his warm welcome to all the members.
<b>2.Address by the Chairman of the ME - BoS, SACET</b>
Chairman introduced BoS members to the invitees followed by presentation
<b>3.To confirm the minutes of the previous BoS Meeting.</b>
The chairman presented the minutes of first BoS meeting to all the members of BoS.
<b>4.To report the actions taken on the recommendations of the previous BoS Meeting.</b>
The suggestions and modifications are reported and the soft copy is sent to mail of the BoS members and got confirmation of the members.
<b>5.To present the draft course structure of the ME (UG) subjects of II-IV Year – I &amp; II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested</b>
BoS CHAIRMAN of ME dept. presented the draft course structure of UG, II Year - IV Year I Sem and II Sem, for 2022 Admitted batch.
<b>Suggestion:</b> The invitees Suggested to include more number of program electives and open electives from III Year I semester to IV Year II semester. <b>Action taken:</b> As per the suggestion action has been taken to include 4 program electives and two open electives.
<b>6.To present the draft syllabus of the ME (UG &amp; PG) subjects of II Year –IV Year I &amp; II Semesters for the 2022 admitted batch (Autonomous) for discussion and finalizations after due changes suggested</b>
BoS CHAIRMAN of ME dept. presented the course structure and draft syllabus of UG <b>II Year – IV Year I &amp; II Sem Courses-</b>
<b>Suggestion 1:</b> The invitees Suggested to carefully define the course outcomes which are measurable to assess the learner's outcome. <b>Action taken:</b> As per the suggestion necessary care has been taken while defining course outcomes. <b>Suggestion 2:</b> The invitees Suggested to formulate Course objectives and Course Outcomes by incorporating Blooms Taxonomy <b>Action taken:</b> As per the suggestion the course objectives and outcomes are prepared by incorporating Blooms Taxonomy and the same is sent to the invitees for reference.

**Suggestion 3:** The invitees suggested to include project management course for incorporating entrepreneur skills to the learners.

**Action taken:** As per the suggestion a course titled operations management was included in the III Year -II Sem.

**Suggestion 4:** The invitees suggested to include Course on Internet of Things both theory and lab rather than Artificial Intelligence and machine learning in third year second semester.

**Action taken:** As per the suggestion both theory and lab courses on Internet of Things were included in the III Year -II Sem rather than Artificial Intelligence and machine learning.

**Suggestion 5:** The invitees suggested to award credits for the courses based on contact hours.

**Action taken:** As per the suggestion both theory and lab courses were awarded credits based on number of contact hours.

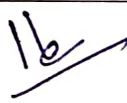
#### **7.To finalize the evaluation procedures of the Continuous Internal Evaluation (CIE) and Semester End Examination (SEE)**








It is proposed to follow the existing university evaluation procedures and got approved from all the members and invitees of BoS.

#### **8.Any other item with the permission of the Chair**

No other item was raised for discussion.

The meeting adjourned with vote of thanks by Chairman of BoS.

S. No.	Name of the Member	Designation	Affiliation	Constitution	Signature
1	Mr. V. Lakshmi Narayana	Associate Professor & HOD	St. Ann's College of Engineering and Technology -Chirala	Chairman	
2	Dr. N. Mohan Rao	One expert to be nominated by the Vice-Chancellor - JNTUK	University Expert, JNTUK-Kakinada	Invitee	
3	Dr. A. V. Ratna Prasad	Subject expert from the Parent University	Professor & Principal, VR Siddhartha Engineering College, Vijayawada.	Invitee	

4	Dr. B. Ravi Sankar	Subject expert from outside the Parent University	Professor, Bapatla Engineering College, Bapatla.	Invitee	
5	Mr. K. Ravi Kumar	Industry Expert	Dean, Amara Raja Skill Development Center, Aurangabad, Maharashtra, India	Invitee	
6	Dr. C. S. Rao	Director (ARD)	St. Ann's College of Engineering and Technology -Chirala	Member	
7	Dr. D. Siva Bhaskara Rao	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
8	Dr. T. Gopala Rao	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
9	Mr. D. Jawaharlal	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
10	Mr. P. Harish	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
11	Mr. Sk. Meeravali	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
12	Mr. N. V. Narasimha Rao	Dept. Subject Expert	St. Ann's College of Engineering and Technology -Chirala	Member	
13	Mr. B. Hareesh Kumar	Meritorious PG Alumni	Meritorious UG Alumni	Member	

  
Chairman -BoS