



VIGNAN'S
Foundation for Science, Technology & Research
(Deemed to be University)
-Estd. u/s 3 of UGC Act 1956

DEPARTMENT OF ENGLISH AND OTHER INDIAN & FOREIGN LANGUAGES

Date: 05.04.2024

Minutes of Board of Studies Meeting

Board of Studies (BoS) meeting of I. B. Tech, programme was conducted on 05.04.2024 through virtual mode from 11.00 am to 1.00 pm. in the Department of English, VFSTR. The following was the link that was shared to join.




<https://us04web.zoom.us/j/7775996428?pwd=Um5DOctIRE8yUVNwYytRcEs1NkFFQT09>

Agenda of the BoS Meeting:

1. Review of syllabi of five courses (Technical English Communication (TEC), English Proficiency and Communication Skills (EPCS), Universal Human Values (UHV) of I. B. Tech., and Professional Communication Skills and Soft Skills labs of II and III B. Tech and skills enhancement offered for I and II B.Tech. as per R-22 regulations
2. Any other points with the permission of Chairperson.

The following members were present either thorough offline or online.

S. No.	Name and designation of the Member	Position	Signature
1.	Prof. A. Sharada HoD, Dept. of EOFL	Chairperson	
2.	Prof. Kona Prakash, Professor, Dept. of English, EFLU, Hyd	External Member (Academics)	
3.	Dr. Avinash Raman, HR, SAP, Hyderabad	External Member (Industry)	
4.	Prof. G. Mohanacharyulu, Professor, VFSTR	Nominee (Dean-R&D)	
5.	Dr. KVB. Ravindra Babu Associate Professor, VFSTR	Nominee (Dean-SASH)	
6.	Dr. P Vijaya Babu, Associate Professor, VFSTR	Internal Member	
7.	Dr. Shakila Bhanu, Associate Professor, VFSTR	Internal Member	
8.	Dr. Baiju Krishnan, Asst. Professor, VFSTR	Internal Member	
9.	Dr. P. Mahesh, Asst. Professor, VFSTR	Invitee Member	

10.	Dr. A. Suresh Babu, Asst. Professor, VFSTR	Invitee Member	
11.	Mr. K. Sree Raghuram, Asst. Professor	Invitee Member	
12.	Dr. G. Nageswara Rao, Associate Professor, Dept. of EOFL, VFSTR	Member Secretary	

Proceedings:

Dr. G. Nageswara Rao, Member Secretary greeted the members of the Board of Studies. Prof. Sharada Allamneni, Chairperson, welcomed everybody and invited their reflections and suggestions for the improvement of the syllabi of the five courses mentioned above. The Member Secretary presented the salient features of TEC syllabus and features of R22 regulations for the five English courses. The discussion in this regard evinced the above-said directions and decisions.

For TEC:

1. It was decided to completely eliminate unit - 2, module - 1 i.e. *Fashion* from TEC syllabus.
2. In place of Fashion – New-Age Entrepreneurs was brought in to first module as the second unit.
3. Social Media and Health and Nutrition in module-2 were kept as it is.
4. Identifying diffident speakers among students and give them sufficient time and focus for improvement.
5. Decision was taken to eliminate Listening Comprehension from TEC lab as similar exercise with equal benefits were drawn from the listening component of EPCS lab.
6. After discussion, the decision to continue dictionary skills was taken.
7. Conduct of more technical presentations as well as provide more scope for writing activity.
8. After the decision to eliminate the concepts of Phonetics from TEC lab activity, it was decided to train the students on pronunciation of 50 most commonly mispronounced words.

For EPCS Lab:

It was felt by all members that EPCS course was fairly comprehensive and meets the requirements of students while fulfilling the stated objectives of the course. Hence, no change is proposed and the syllabus of EPCS lab remains the same.

Based on the suggestions given by the members, the Chairperson told that, those fruitful suggestions would be incorporated appropriately in the curriculum and syllabi of the regulation R22 and this will be recommended to the BoS of VFSTR for the approval.

For UHV:

It was decided by all members that UHV course was fairly comprehensive and meets the requirements of students while fulfilling the stated objectives of the course.

Based on the suggestions given by the members, the Chairperson told that, some of the relevant case studies would be incorporated appropriately in the curriculum and syllabi of the regulation R22 and this will be recommended to the BoS of VFSTR for the approval.

For PC Lab:

5. All the BoS Members appreciated the revised regulations, curriculum structure, and the syllabus of PC lab with the minor modifications proposed, as it was in line with the structure of Lingua skills of Cambridge Assessment English level B2.
6. Major restructuring has been carried out in the curriculum from R-20 to R-22 for enabling Continuous Learning Assessment based on the two modular structure.
7. Few changes have been made in the content of the course keeping the Cambridge Assessment pattern.
8. About 10% of syllabus was revised to modify the previous curriculum.

For SS Lab:

3. All the members expressed their satisfaction on the course. Then, members suggested changing the skills on the document and the suggestion was well taken.
4. The course was accepted by all without much ado. Here, members suggested to focus on company specific interview skills based on the requirement of various MNCs.
5. Further, it was suggested helping the first generation students to develop their confidence levels.
6. The curriculum also encompasses the UGC recommended mandatory courses for promoting employability or skill development of the students.

There being no further points for discussion, the Chairperson and the Member Secretary thank all the members and announced that the meeting was adjourned.


Member Secretary


Chairperson