

Agenda Points– Meeting of Board of Studies – 11th July 2024

The agenda for the meeting of the Board of Studies of Department of Humanities (English), scheduled at 11:00 AM on 11th July 2024 at the University of Engineering & Management, Jaipur are as mentioned:

Agenda point 1:

To confirm of minutes of the meeting held on 9th December 2023.

Agenda point 2:

To read the action report on the Board of Studies meeting held on 9th December 2023

Agenda point 3:

To discuss about the syllabus of all subjects related to Department of English (Humanities) for the academic session 2024-25 keeping in consonance with the policy for a common syllabus for all the institutions of the IEM-UEM group.

Agenda point 4:

Department must bring out proposals to organize at least one international conference per year and publish the proceedings with UGC Care, Scopus, Springer or IEEE etc.

Agenda point 5:

Department faculties will have to publish at least four Research Papers in SCI or Scopus Index or UGC Care Journal each year.

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Agenda point 6:

To report on the status of registration of faculty members for Ph.D. As it is mandatory for recruitment as Assistant Professor in any University/ Institution of Higher Education from 2023.

Agenda point 7:

To report on academic activities workshops and seminars, Cambridge Assessment Exam planning for the Odd and Even Semester for a gradual and continue improvement in Language Skills of the students.

Proposed Workshops: 2 with some national /international institutions collaboration.

International Conference- 1

Distinguished Lectures- 3/4

Speech Society and Toastmasters Club will also make contribution.

Agenda point 8:

Department will publish an annual magazine, collectively providing information of actions of the academic year.

Proposed title: Interlock-2024

Any related point could be further taken into consideration.

Minutes of the Meeting of Board of Studies

Department of English and Humanities

11th July 2024

The agenda for the meeting of the Board of Studies of Department of Humanities (English), scheduled at 11:00 AM on 11th July 2024 at the University of Engineering & Management, Jaipur are as mentioned:

Agenda point 1:

To confirm the minutes of the meeting held on 9th December 2023.

The minutes of the last meeting of the Board of Studies was circulated to all the members.

As there was no observation raised in the meeting, it was confirmed.

Agenda point 2:

To read the action report on the Board of Studies meeting held on 9th December 2023

The agenda wise action report of the last meeting of the Board of Studies for the Department of Humanities- English was circulated to all the members.

As there was no observation raised, it was confirmed.

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Agenda point 3:

To discuss about the syllabus of all subjects related to Department of English (Humanities) for the academic session 2024-25 keeping in consonance with the policy for a common syllabus for all the institutions of the IEM-UEM group.

As per instruction of modification or restructuring of the syllabus for the 2024 batch, of all courses of streams must have a common syllabus. A few modifications have been done according to the localized need of the organization and suggestions given by external.

Dr Sudha Rai highlighted the significance of mapping Course Outcomes (COs) and Program Outcomes (POs) as an essential aspect of educational assessment.

As there was no other observation raised, it was confirmed.

Agenda point 4:

Department must bring out proposals to organize at least one international conference per year and publish the proceedings with UGC Care, Scopus, Springer or IEEE etc.

Department proposed to conduct 3rd International Conference on Advances in English Language Studies (ICAELS – 2024) in the month of November. It is taken into consideration for further details and preparations.

As there was no other observation raised, it was confirmed.

Agenda point 5:

Department faculties will have to publish at least four Research Papers in SCI or Scopus Index or UGC Care Journal each year.

As per instruction, each year faculty will have to publish at least 4 research papers in SCI or Scopus index or UGC Care Journal.

Dr Preeti Bhatt emphasized the importance of maintaining high-quality research standards, proposing a guideline that suggests researchers publish a minimum of two research papers in journals indexed by SCI or Scopus. This recommendation aims to ensure the credibility and impact of the research output, aligning with the rigorous standards set by reputable indexing databases. By adhering to this criterion, researchers

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can contribute to the advancement of knowledge in a meaningful way, while also enhancing the visibility and recognition of their work within the academic community.

As there was no observation raised, it was confirmed.

Agenda point 6:

To report on the status of registration of faculty members for Ph.D. As it is mandatory for recruitment as Assistant Professor in any University/ Institution of Higher Education from 2023.

As per the circular received from MHRD, Ph.D. will be an essential qualification for recruitment as an Assistant Professor in any University/ Institution of Higher Education from 2023. Teachers from all departments are advised to register themselves for PhD so that they can complete it by 2023.

As there was no observation raised, it was confirmed to comply with. Also, it was reported that two of the faculty members are registered for PhD and the third faculty member was asked to register by the end of 2024.

Agenda point 7:

To report on academic activities workshops and seminars, Cambridge Assessment Exam planning for the Odd and Even Semester for a gradual and continue improvement in Language Skills of the students.

Following Activities were proposed by the Department Members:

Proposed Workshops: 2 with some national /international institutions collaboration.

International Conference- 1

Distinguished Lectures- 3/4

Speech Society and Toastmasters Club will also make contribution.

As there was no observation raised, it was confirmed.

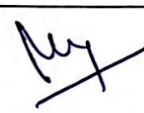
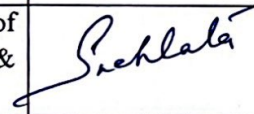
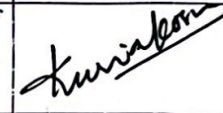
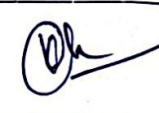


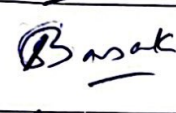
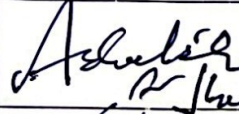

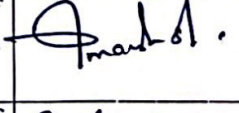
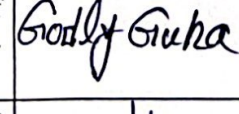
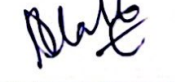
Agenda point 8:

Department will publish an annual magazine, collectively providing information of actions of the academic year.

Proposed title of the magazine Interlock-2024 was well taken and approved.

The meeting ended with a Vote of Thanks to the Chair.

Attendance Sheet for Meeting of Board of Studies
Department of Humanities
University of Engineering & Management, Jaipur
11.07.2024

Sr. No.	Name	Designation	Signature
1	Prof.(Dr). MukeshYadav	Associate Dean and Head, Department of Humanities, University of Engineering & Management, Jaipur	
2	Dr. Snehlata Dhaka	Associate Professor, Department of Humanities, University of Engineering & Management, Jaipur	
3	Mr. K. V. Kuriakose	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
4	Prof. Krishna Kumar Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
5	Mr. Krishan Kumar Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
6	Ms. Shivani Saini	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
7	Ms. Sanchari Basak	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
8	Mr Ashutosh Kumar Jha	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
9	Dr. Shivam Chauhan	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
10	Mr Himanshu Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
11	Ms Godly Guha	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	
12	Dr.Preeti Bhatt	Associate Professor and Head, Department of Humanities and Social Sciences, Malviya	

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		National Institute of Technology, Jaipur (Rajasthan)	
13	Prof.(Dr.) Sudha Rai	Former Dean and Head, Department of English, University of Rajasthan, Jaipur(Rajasthan)	<i>Sudha Rai</i>
14	Mr Vikas Bhartiya	Cambridge University Press and Assessment, New Delhi	<i>Vikas Bhartiya</i>
15	Nominee from State Higher Education Department	Government Representative, Department of Higher Education, Group-IV, Government of Rajasthan	

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