

Agenda Points– Meeting of Board of Studies –27th November 2024

The agenda for the meeting of the Board of Studies of Department of Humanities (English), scheduled at 11:30 AM on 27th November 2024 at the University of Engineering & Management, Jaipur are as mentioned:

Agenda point 1:

To confirm of minutes of the meeting held on 11th July, 2024

Agenda point 2:

To read the action report on the Board of Studies meeting held on 11th July, 2024

Agenda point 3:

To discuss 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 two Research Papers in SCI or Scopus Index or UGC Care Journal each year.

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 2024.

Agenda point 7:

To report on academic activities workshops and seminars, Cambridge Assessment Exam planning for the Even Semester for a gradual and continuous 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 its bi-annual magazine, collectively providing information of actions for the academic year.

Any related point could be further taken into consideration.

**Minutes of Meeting of Board of Studies
Department of English and Humanities**

University of Engineering & Management, Jaipur

27th November, 2024

The Meeting of the Board of Studies for the Department of Humanities was held on 27th November, 2024 at 11:30 A.M. at University of Engineering & Management, Jaipur.

The following members were present:

1. Dr. MukeshYadav, Associate Dean, (Academics) and Head, Department of Humanities, UEM, Jaipur
2. Dr. Snehlata Dhaka, Associate Professor, Department of Humanities, UEM, Jaipur
3. Mr. K.V.Kuriakose Varkey, Assistant Professor, Department of Humanities, UEM, Jaipur
4. Mr. Krishna Kumar Sharma, Assistant Professor, Department of Humanities, UEM, Jaipur
5. Ms. Shivani Saini, Assistant Professor, Department of Humanities, UEM, Jaipur
6. Ms. Sanchari Basak, Assistant Professor, Department of Humanities, UEM, Jaipur
7. Mr. Ashutosh Kumar Jha, Assistant Professor, Department of Humanities, UEM, Jaipur
8. Dr. Shivam Chuhan, Associate Professor, Department of Humanities, UEM, Jaipur
9. Mr. Himanshu Sharma, Assistant Professor, Department of Humanities, UEM, Jaipur
10. Ms. Rajni Beniwal, Assistant Professor, Department of Humanities, UEM, Jaipur
11. Dr. Sunita Agarwal, Professor, Department of English, University of Rajasthan
12. Dr. Neha Arora, Assistant Professor, Department of English, Central University of Rajasthan
13. Mr. Vikas Bhartiya, Senior Manager, Cambridge University Press
14. Nominee from Department of Higher Education, Government of Rajasthan, Rajasthan

Dr. Mukesh Yadav, Associate Dean, (Academics) and Head, Department of Humanities, UEM Jaipur welcomed all the members of the Board of Studies before the commencement of the meeting. Thereafter, the agenda points of the meeting were taken up for discussion into the Board of Studies.

Board of Studies of the Department of Humanities-English, UEM Jaipur took up the following agenda points:

Agenda point 1:

To confirm the minutes of the meeting held on 11th July, 2024

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 11th July, 2024

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.

Agenda point 3:

To discuss 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 Sunita Agarwal suggested some essential changes in the Syllabus and emphasised on inclusion of some foreign authors and online apps as an integral part of teaching.

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 4th International Conference on Advances in English Language Studies (ICAELS – 2025) in the month of May. 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 two 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 2 research papers in SCI or Scopus index or UGC Care Journal.

Dr Neha Arora agreed on the fact to have good quality publication. She further suggested to undergo Interdisciplinary research for wider reach and inclusivity.

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 one of the faculty members is about to submit his Ph.D., and the other two members are registered for it and the remaining members are asked to register by the end of 2024.

Agenda point 7:

To report on academic activities workshops and seminars, Cambridge Assessment Exams are planned for the Even Semester for a gradual and continuous 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.

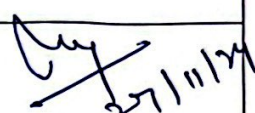
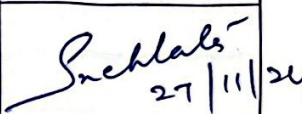
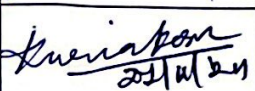
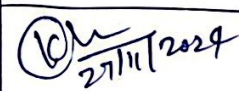
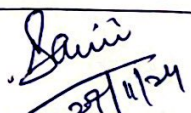

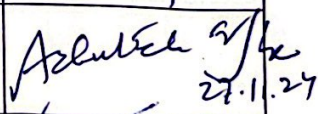

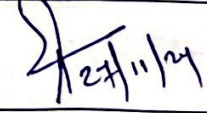
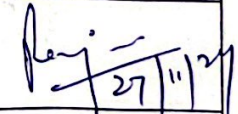
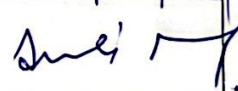
As there was no observation raised, it was confirmed.

Agenda point 8:

Department will publish Issue II of the magazine *Mindscaapes*, collectively providing information of actions of the academic year..

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
27.11.2024

Sr. No.	Name	Designation	Signature
1	Dr. Mukesh Yadav	Associate Dean and Head, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
2	Dr. Snehlata Dhaka	Associate Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
3	Mr. K. V. Kuriakose	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
4	Prof. Krishna Kumar Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/2024
5	Prof. Krishan Kumar Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	Absent
6	Prof. Shivani Saini	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
7	Prof. Sanchari Basak	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	for  27/11/24
8	Prof. Ashutosh Kumar Jha	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27.11.24
9	Dr. Shivam Chauhan	Associate Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
10	Prof. Himanshu Sharma	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
11	Prof. Rajni	Assistant Professor, Department of Humanities, University of Engineering & Management, Jaipur	 27/11/24
12	Dr. Sunita Agarwal	Professor, Department of English, University of Rajasthan, Jaipur	

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13	Dr. Neha Arora	Assistant Professor, Central University of Rajasthan, Kishangarh, Ajmer	<i>See by 27/10/2024</i>
14	Mr Vikas Bhartiya	Cambridge University Press and Assessment, New Delhi	<i>See by 27/10/2024</i>
15	Mr Saurabh Shukla	Regional Manager (North), Cambridge University Press and Assessment, New Delhi	<i>Absent</i>
16	Nominee from State Higher Education Department	Government Representative, Department of Higher Education, Group-IV, Government of Rajasthan	—