

QMS F08B

S.A.ENGINEERING COLLEGE, CHENNAI-600 077
(An Autonomous Institution Affiliated to Anna University)
DEPARTMENT OF HUMANITIES AND SCIENCES (ENGLISH)

MINUTES OF BOARD OF STUDIES MEETING

DATE: 29.02.2020

S.A. Engineering College, Chennai conducted the meeting of Board of Studies for UG/PG in Department of Humanities and Sciences (English) as per the guidelines of UGC on 29.02.2020 at S.A. Engineering College - 77 .

The Following Members were present at the Meeting:

S.NO	NAME & ADDRESS	DESIGNATION
1.	Dr. R. HARIHARASUDHAN Professor in Chemistry & Head of the Department Humanities and Sciences S.A Engineering College.	Chairperson
2.	Dr. S. RAJARAM Professor in English Thiagarajar Engineering College, Madurai. 9442037595	University Nominee
3.	DR. D. VENKATARAMANAN Associate Professor Department of English University of Madras Chennai Mob. No.: 9952902858 Mail Id.drdvramanan@gmail.com Dr. SUPALA PANDIARAJAN Assistant Professor in English University of Madras Chennai 9940633434 supalaindia@gmail.com	Subject Experts
4.	Mr. SANTHOSH KUMAR KOYILAN Senior Embedded Software Engineer Visteon Technologies Chennai.	Meritorious Alumnus



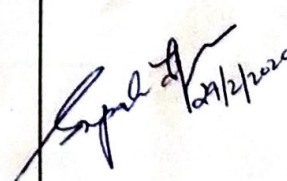

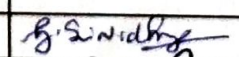
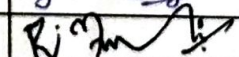
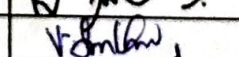
- The Chairperson Dr. R. Hariharasudhan Board of Studies in English welcomed the Members of Studies.
- The Meeting proceeded to the matters in Agenda:

S.NO	POINTS DISCUSSED	DESCRIPTION
1.	Lecture Hours	Can be increased
2.	Technical Topics	Technical Notions like Definition, Nominal Compounds, Cause & Effect, Note Making & Note Taking etc.
3.	Extensive Reading	One Book for each Semester can be prescribed for classroom activities and presentations and need not be questioned in the examination
4.	Short Stories	Books on Collection of Short Stories may be included in the syllabus in Reading Part
5.	Writing	Descriptive Writing and Writing Effective Paragraphs, Technical Editing can be included.
6.	Sequence of Writing	From words to writing error free sentences and paragraphs can be inculcated
7.	References Books	Minimum one book for each communication skill can be included
8.	Websites	1. Various websites are suggested for enhancing LSRW skills. 2. Examenglish.com is recommended for any type of examination preparation.
9.	Online Courses	Oxford Achievers Course recommended for the students.
10.	Evaluation Pattern	Evaluation Pattern and question paper pattern must be framed and sent along with the syllabus for question paper setting.
11.	Indian Constitution Syllabus	Approved

CERTIFICATE

The UG/PG Syllabus of the Department of Humanities and Sciences (English), S.A.Engineering College (Autonomous), Chennai for 2020-2021 admission onwards, has been ratified by the Board of Studies of Department of Humanities & Science (English) which met on 29.02.2020 at S.A.Engineering College, Chennai.

Members Present:

S.NO	Name	Designation & Address	Signature
1	Dr.R. HARIHARASUDHAN Professor in Chemistry & Head of the Department Humanities and Sciences S.A Engineering College.	Chairperson	
2	Dr. S. RAJARAM Professor in English Thiagarajar Engineering College, Madurai. 9442037595	University Nominee	
3	Dr. D. VENKATARAMANAN Associate Professor Department of English University of Madras Chennai Mob. No.: 9952902858 Mail Id.drdvramanan@gmail.com Dr. SUPALA PANDIARAJAN Assistant Professor in English University of Madras Chennai 9940633434 supalaindia@gmail.com	Subject Experts	  29/01/2020
4	Mr. SANTHOSH KUMAR KOYILAN Senior Embedded Software Engineer Visteon Technologies, Chennai.	Meritorious Alumnus	 29/01/2020
5	Dr.T. Senthilkumar	Professor	
6	G. Srinidhya	Associate Professor	
7	R. Murali	Assistant Professor	
8	V. Jeeva	Assistant Professor	
9	S. Elakkiya	Assistant Professor	