

ME&PE/36/701 dated 21¹²/₂₁

**Proceedings of 1st Combined Board of Studies Meeting
Mechanical & Production Engineering (UG & PG) (14/12/2021)**

Minutes of Meeting

1st Combined Board of Studies Meeting was held in the committee room at 10.30 am on 14 December 2021

Following members were present:

Dr. J. S. Grewal Chairman BOS, Professor and HOD (ME & PE)

Dr. Sehijpal Singh Principal as Special Invitee

Dr. Harwinder Singh Professor & Faculty Member

Dr. Harmeet Singh Professor & Faculty Member

Dr. Jatinder Kapoor Professor & Faculty Member

Dr. Deepinder Singh Associate Professor & Faculty Member

Dr. Harpuneet Singh Associate Professor & Faculty Member

Er. Davinder Singh Bhogal Assistant Professor & Faculty Member

Dr. Jagdeep Singh Assistant Professor & Faculty Member

Dr. S. P. Singh Professor & Outside Expert sent his suggestions by email

Dr. Subhash Chander Professor & Outside Expert

Dr. Ompal Singh Professor & Outside Expert

Dr. Rupinder Singh Professor & IKGPTU Nominee

Dr. H. S. Shan Ex. Professor & Graduate Alumni

Dr. P. K. Bhambhri Assistant Professor & Dean Academics Nominee

Dr. Daljeet Singh Assistant Professor & COE Nominee

Er. Gagandeep Singh Sodhi Assistant Professor & TPO

Mr. Abhinav Verma Student Member

Mr. Jaskaran Singh Student Member

Ms. Anchal Student Member

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Er. Gurmeet Kaur Assistant Professor

Er. Arshpreet Kaur Assistant Professor

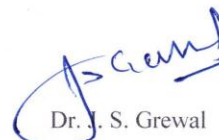
Er. Manmohan Singh Assistant Professor

Following recommendations were given by BOS Members

Dr. J. S. Grewal HOD (ME & PE) and Chairman BOS addressed and welcomed the newly constituted BOS (Vide letter no ME & PE/36/596 Dated 17/11/21) and following points were discussed and recommended by BOS

1. HOD discussed and apprised the action taken report of previous BOS of Production
2. Experts suggest to incorporate the range in place of exact number in case of percentage and Mechanical Branches of numerical/design problems.
3. Experts suggest to incorporate the standard for writing reference/bibliography at the end of syllabus. The format approved for writing reference/bibliography is Surname, First Name, "Title of the Book", edition of Book, Name of Publisher and year of publication of Book Example: Konz S. A. & Johnson S., "Work Design: Industrial Ergonomics". 6th Edition, Holcomb Hathaway Publishers, 2004
4. Numbers of Text Book and Reference Books is fixed as 5 and 2 respectively for each subject.
5. Course outcomes to be revised, the nature of Course Outcomes should be like to Identify, to analyze and to evaluate type.
6. In the department electives there should not be any pre-requisites
7. Specialized Elective groups semester wise should be formed.
8. A chapter or contents on Recent Trends/ Latest Advancements should be added in each elective subject (May be in the Introduction).
9. The BOS approved the statements of vision & mission of the department.
10. The initiative of starting PG diplomas were appreciated and also BOS recommended to start certificate course in these area of short duration like 3 months, 6 months etc..
11. To promote the admission in B.Tech. and M.Tech Mechanical and Production Engineering BOS recommended, department should advertise and propagate the salient feature of department. The visibility can be increased through News Letters, News in Media and through Alumni etc.

The meeting ended with vote of thanks


Dr. J. S. Grewal

HOD (ME & PE) and Chairman BOS