



# M ALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dulapally, Secunderabad – 500 100

Department of Mathematics


16<sup>th</sup> July, 2016.

## Agenda of the Board of Studies

1. Approval of the scheme of instruction of Mathematics for B.Tech & M.Tech 2016-17 batch Choice based credit system (CBCS) pattern ( MR-15 Regulations)
2. Consideration and approval of the syllabus of
  - i. Engineering Mathematics for First year B.Tech (Common to All Branches) first semester – MR15 Regulations
  - ii. Computational Mathematics for First year B.Tech (Common to All Branches except EEE & ECE ) second semester– MR15 Regulations
  - iii. Elementary Calculus & Transforms for Second year B.Tech in first semester for CE, EEE, ECE & MINING - MR15 Regulations.
  - iv. Applied Statistics for year Second year B.Tech in first semester for CSE - MR15 Regulations.
  - v. Probability& Statistics for Second year B.Tech in second semester for CE, ME & MINING Engg. - MR15 Regulations.
  - vi. Probability & Queuing theory for Second year B.Tech in second semester for CSE - MR15 Regulations.
  - vii. Special Functions & Complex Analysis for Second year B.Tech Second Semester for EEE & ECE – MR15 Regulations
  - viii. Computer Oriented Numerical Methods (Optional) for first semester M.Tech (Structural Engg.) - MR 15 Regulations
  - ix. Advanced Optimization Techniques & Applications (Optional) in second semester for M. Tech (Thermal Engg.) - MR 15 Regulations
  - x. Advanced Optimization techniques (Open Elective) for B.Tech
  - xi. Mathematical modeling (Open Elective) for B.Tech
  - xii. Differential equations and Dynamical systems (Open Elective) for B.Tech
3. Review of the Objectives of each course
4. Review of Course Outcomes of each course
5. Proposal/deciding the panel of examiners for paper setting and evaluation.



  
Chairman – BOS  
Dept. of Mathematics

  
Principal  
Malla Reddy Engineering College  
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Maisammaguda, Dulapally,  
Secbad-500 100



**MALLA REDDY ENGINEERING COLLEGE**  
(AUTONOMOUS)

Maisammaguda, Dhulapally, (Post via Kompally), Secunderabad – 500100

**DEPARTMENT OF H & S (Mathematics)**

The following members attended the BOS meeting held on 16<sup>th</sup> July 2016 to revise the syllabi of Mathematics for B. Tech & M.Tech courses.

S. No	Name	Position	Designation in BOS	Signature
1	Dr. S. Sudhakara Reddy,	Principal, MREC(A)	Special invitee	
2	Dr. V Danunjana Chari	Dean, I B.Tech, MREC(A)	Special invitee	
3	Mr. P Kalyan Kumar	Assoc. Professor & I/C HOD, Dept of Mathematics	Chairman, BOS	
4	Dr. B S Lakshmi	Assoc. Professor, Dept of Mathematics, JNTUH, Hyderabad	University nominee	
5	Prof. V V Haragopal	Professor, Dept of Mathematics&Statistics, Osmania University, Hyderabad	Subject expert	 16/07/2016
6	Dr. J Balasubramaniam	Asst. Professor in Mathematics, IIT, Hyderabad	Subject expert	ABSENT
7	Dr. R Kedarnath	Software Engineer, Hi-tech City, Hyderabad	Industry nominee	
8	Dr. K Sharath Babu	Professor	Member	
9	Dr. P Sarada Devi	Asst. Professor	Member	
10	Y Suresh Kumar	Assoc. Professor	Member	



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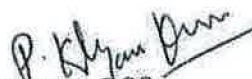
Department of Mathematics

16<sup>th</sup> July, 2016.

## Minutes of Board of Studies

The following Resolutions are made in the syllabus:

1. It is recommended to continue with the existing syllabus of MR-15 Regulations for 2016-14 batches also.
2. Paper setters and evaluators from various premier institutes and other autonomous colleges were recommended
3. The objectives and course outcomes for different papers were reviewed and finalized.

  
Chairman – BOS  
Dept. of Mathematics



  
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# MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhullapally, Secunderabad-500100

## Department of Mathematics

16-07-2016

### **Board of Studies meeting held on 16-07-2016 at 10:30 AM**

The Board of Studies meeting for the Department of Mathematics is convened on 16.07.2016 at 10:30 AM in the conference hall, Mall Reddy Engineering College (Autonomous), Hyderabad.

### **Action Taken Report (ATR) on BoS Meeting in AY 2016-17**

**The previous Board of studies meeting in AY 2015-16 was held on dt: 17-10-2015. The following are the resolutions made in the meeting and corresponding actions taken are as follows**

**Resolution 1:** It is recommended to continue with the existing syllabus of MR15 Regulations for 2016-17 batches also.

**Action Taken:** The revised scheme of instructions is implemented as MR15 regulations B.Tech. course schema of instructions and is implement from the academic year 2016-17 also.

**Resolution 2:** Paper setters and evaluators from various premier institutes and other Autonomous colleges were recommended

**Action Taken:** Committee's advises are taken into consideration for Paper setters and evaluators from various premier institutes and other Autonomous colleges.

**Resolution 3:** The objectives and course outcomes for different papers were reviewed and finalized.

**Action Taken:** Suggestions has been taken into consideration and approved

### **Suggest Methodologies for innovative teaching and evaluation techniques**

1. Adoption of Bloom's taxonomy:
2. 30% of classes teaching by Power Point Presentations
3. Model presentations
4. Conducting Group Discussions among students
5. Comprehensive analytical teaching through Journal Interpretations.
6. NPTEL/MOOC Registrations
7. Remedial Classes

*Raveed*

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Chairman - BOS





# MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhullapally, Secunderabad-500100



## Department of Physics

19-07-2016

### **Board of Studies meeting held on 19.07.2016 at 10:30 AM**

The Board of Studies meeting for the Department of Physics is convened on 29.06.2019 at 10:30 AM in the conference hall, Mall Reddy Engineering College (Autonomous), Hyderabad.

The Agenda of the meeting is as follows.

## **AGENDA**

1. Action Taken Report (ATR) on previous BoS Meeting held on 17-10-2015.
2. Discussion and review of Physics subjects of B. Tech. MR15 regulations course schema and syllabus.
3. Suggestion and review of panel for Paper setters, and examiners for examinations.
4. Suggest methodologies for innovative teaching and evaluation techniques.
5. Suggestion of any activity related to research, teaching, extension and other academic activities in the department/college.
6. Delegation of power to the Chairman-BOS based on recommendations of the internal committee, for the inclusion and exclusion of any item as per requirements.
7. Approval of any other item with the permission of the Chairman.

*Revised*  
Principal  
Malla Reddy Engineering College  
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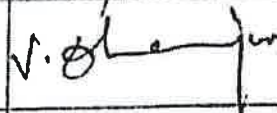
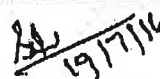
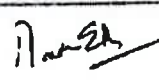
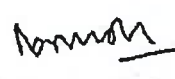
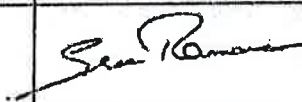
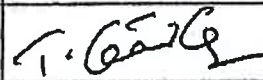
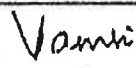




# MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

Maisammaguda, Dhulapally, (Post via Kompally), Secunderabad – 500100

## DEPARTMENT OF PHYSICS

The BOS meeting is held on 19/7/2016 and the following members have attended for the review of Schema and Syllabus for 2016-17 Admitted Students (Under UGC Autonomous-CBCS) for B.Tech programme.

S. No.	Name of the Member	Designation	Status of BOS	Signature
1	Dr. S. Sudhakara Reddy	Principal, MREC(A)	Special Invitee	
2	Dr. V. Dhanunjana Chari	Academic Dean, I B.Tech MREC(A)	Chairman- BoS	
3	Prof. S. Chandralingam	Professor, JNTUH	University Nominee	 19/7/16
4	Prof. Ravindharan Ethiraj	Professor (Rtd). Osmania University	Subject Expert	
5	Dr. S. Ramesh	Asst. Prof. Gitam University	Subject Expert	
6	Dr. Sri Ramana	Scientist-E, ARCI	Industry Expert	
7	Dr. T.Vijay Kumar	Asst. Prof. MREC(A)	I/C HOD	
8	Mr.V.K.Vamsi Krishna	Assoc. Prof. MREC(A)	Member	
9	Mr. B V Ramana Reddy	Asst. Prof. MREC(A)	Member	
10	Dr. Sunil Mohan Bhosale	Asst. Prof. MREC(A)	Member	

*Kaveesh*  
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Malla Reddy Engineering College (Autonomous)  
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Department of Physics

Minutes of the BOS meeting

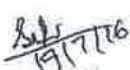
19<sup>th</sup> July 2016


Members of the BOS for Physics assembled in the Conference hall at 11:30AM.  
The agenda of the meeting is:

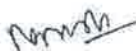
- Review of Applied Physics - I syllabus
- Review of Applied Physics - II syllabus
- Review of Applied Physics lab
- Recommendation of Paper setters and evaluators.
- Finalization of Objectives and outcomes.

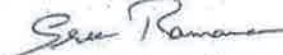
1. It is recommended to continue with the existing syllabi of Applied Physics - I, Applied Physics - II and Applied Physics lab (MR15) for 2016 - 17 batch I B Tech also.
2. Paper setters and evaluators from various premier institutes and other autonomous colleges were recommended
3. The objectives and outcomes for different papers were reviewed and finalized.

Members present:


Prof S Chandralingam 

Prof Ravindharan Ethiraj 


Dr S Ramesh 

Dr M Sree Ramana 


Dr T Vijay Kumar 

Dr Sunil M Bhosale 

Kesava Vamsi Krishna V. 

B Venkata Ramana Reddy 



  
Chairman, BOS - Physics

  
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# MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhullapally, Secunderabad-500100

Department of Physics

## Action Taken Report (ATR)

19<sup>th</sup> July, 2016

The previous Board of studies meeting in AY 2015-16 was held on dt: 17<sup>th</sup> Oct., 2015. The following are the resolutions made in the meeting and corresponding actions taken are as follows.

**Resolution 1:** Thermal Physics (Module-V) is replaced by 'Elements of statistical mechanics' in the Applied Physics – I.

**Action Taken:** The Changes has done as per BoS members recommendation.

**Resolution 2:** A text book 'Modern Engineering Physics' by S. Chandralingam is included in Applied Physics – I.

**Action Taken:** The above mentioned book has been included in text books section.

**Resolution 3:** Measurements and Errors (Module-V) is replaced by 'Electromagnetic Theory' in Applied Physics – II.

**Action Taken:** Action taken accordingly as recommended by the BOS.

**Resolution 4:** A text book 'Modern Engineering Physics' by S. Chandralingam is included in Applied Physics – II.

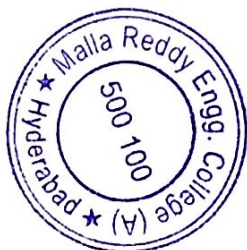
**Action Taken:** The above mentioned book has been included in text books section.

**Resolution 5:** Engineering Physics by S. Chandralingam is added in the list of reference books in Open Electives- I, II, and III.

**Action Taken:** The above mentioned book has been included in reference books section

**Resolution 6:** In the Open elective-II, titled 'Nano materials: Synthesis and Characterization', Module-V is changed to Model-III (B) and in the place of Module-V, Properties and Applications of Nano Materials is placed.

**Action Taken:** Action taken accordingly as recommended by the BOS.



*R. Ganesh*  
Principal

Malla Reddy Engineering College  
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*V. Dhanunjana Chari*  
Chairman – BOS

(Dr. V. Dhanunjana Chari)

Malla Reddy Engineering College  
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Maisammaguda, Secunderabad – 14

**DEPARTMENT OF CHEMISTRY**

July 21<sup>st</sup>, 2016

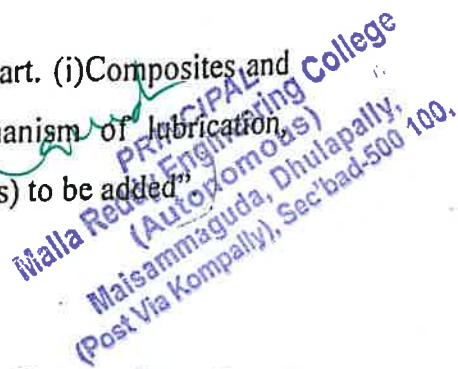
**AGENDA**

1. Discussion and Approval of B. Tech 1<sup>st</sup> year applied chemistry Course Schema and Syllabus for the Academic Year 2016-2017.
2. Suggestion and approval of Panel for Paper Setters, valuers for both theory and practical examinations.
3. Delegation of Power to the Chairman, BoS for inclusion and exclusion of any item as per the requirements.
4. Approval of any other item with the permission of the Chairman.

**The following resolutions are proposed in the BOS meeting:**

**APPLIED CHEMISTRY:**

1. In module-II "Quinhydrone electrode" to be added in the reference electrodes.
2. In module-II "Impressed current Cathodic protection and electroless plating of Nickel" to be added.
3. In module -IV Title to be changed as "Fuels and Combustion".
4. In module -IV "Analysis of Flue gas by Orsat's method and numerical problems" to be added.
5. In module -V Title to be changed as "Nano chemistry and Engineering Materials".
6. In module -V Nano Chemistry to be mentioned as part "A".
7. In module -V "Green Chemistry to be replaced with Engineering Materials".
8. In module V "Engineering Materials to be mentioned as "B" part. (i) Composites and (ii) Lubricants (characteristics of a good lubricant and mechanism of lubrication, properties of lubricants: viscosity, cloud point, flash and fire points) to be added".



9. In Text books section (i) S. S. Dara, "A text book of engineering chemistry". S.Chand and CO.Ltd; 10<sup>th</sup> revised edition, 2003. (ii) Shashi Chawla, "A text book of Engineering Chemistry". Dhanpat rai & co; publications 3<sup>rd</sup> edition, 2003 to be added.
10. In course out comes 5<sup>th</sup> point to be changed as "Acquire basic knowledge on the concepts of Nano chemistry and Engineering Materials.

#### **APPLIED CHEMISTRY LAB:**

1. Title of Experiment-II to be changed as "ESTIMATION OF HARDNESS BY COMPLEXOMETRIC METHOD".
2. Title of Experiment-V to be changed as "ESTIMATION OF AN ACID BY CONDUCTOMETRY".
3. Title of Experiment-VI to be changed as "ESTIMATION OF AN ACID BY POTENTIOMETRY".
4. Experiment-VIII to be replaced with "DETERMINATION OF  $Mn^{2+}$  IN  $KMnO_4$  BY COLORIMETRY" instead of "THE INVERSION OF CANE SUGAR BY POLARIMETER".
5. Experiment -X to be replaced with "PREPARATION OF NYLON 6:6" instead of "PREPARATION OF THIOKOL RUBBER".
6. Experiment-XII to be considered as "DETERMINATION OF VISCOCITY OF GIVEN LIQUIDS".

#### **OPEN ELECTIVES I: NANO CHEMISTRY**

1. In module-IV Optical, Telecommunication and Medical application of carbon nanotubes should be mentioned.
2. Text books to be included.

#### **OPEN ELECTIVES II: CHEMISTRY OF ENGINEERING MATERIALS**

1. AS per BOS member's suggestion in Reference books section 1&2 to be considered as text books for the syllabus and remaining books as reference books.



*Kanesh*  
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## ENVIRONMENTAL STUDIES:

1. In module-II "Threats and conservation of Biodiversity" (habitat loss, poaching of wildlife, man wildlife conflicts; Conservation of biodiversity: In-situ and Ex-situ conservation) to be added.

Chairman, BOS – Chemistry,

(Dr. M Vijaya Bhaskar Reddy)



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# MALLA REDDY ENGINEERING COLLEGE

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Maisammaguda, Dhullapally, Secunderabad-500100

## Department of Chemistry

21-07-2016

### Board of Studies meeting on 21-07-2016 at 10:00 AM

The Board of Studies meeting for the Department of Chemistry is convened on 21-07-2016 at 10:00 AM in the conference hall, Malla Reddy Engineering College (Autonomous), Hyderabad.

#### Action Taken Report (ATR) on previous BoS Meeting in AY 2016-17

The previous Board of studies meeting in AY 2015-16 was held on 13-10-2015 at 10:00 AM. The following are the resolutions made in the meeting and corresponding action taken are as follows

**Resolution: 1** In module-II "Quinhydrone electrode" to be added in the reference electrodes.

**Action Taken:** As per BOS members suggestions Quinhydrone electrode" will be added in the reference electrodes from 2017-18.

**Resolution: 2** In module-II "Impressed current Cathodic protection and electroless plating of Nickel" to be added.

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 3** In module -IV Title to be changed as "Fuels and Combustion".

**Action Taken:** As per BOS members suggestions changes will be implementing from 2017-18 onwards.

**Resolution: 4** In module –IV "Analysis of Flue gas by Orsat's method and numerical problems" to be added.

**Action Taken:** As per BOS members suggestions ORSATS method will be added from 2017-18 onwards .

**Resolution: 5** In module –V Title to be changed as "Nano chemistry and Engineering Materials".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 6** In module –V Nano Chemistry to be mentioned as part "A".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 7** In module –V "Green Chemistry to be replaced with Engineering Materials".

**Action Taken:** As per BOS members suggestions "Green Chemistry" will be replaced with Engineering Materials".

**Resolution: 8** In module –V "Engineering Materials to be mentioned as "B" part. (i) Composites and (ii) Lubricants (characteristics of a good lubricant and mechanism of lubrication, properties of lubricants: viscosity, cloud point, flash and fire points) to be added".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 9** In Text books section (i) S. S. Dara, "A text book of engineering chemistry". S.Chand and CO.Ltd; 10<sup>th</sup> revised edition, 2003. (ii) Shashi Chawla, "A text book of Engineering Chemistry". Dhanpat rai & co; publications 3<sup>rd</sup> edition, 2003 to be added.

**Action Taken:** As per BOS members suggestions will be Implementing from 2017-18 onwards.

**Resolution: 10** In course out comes 5<sup>th</sup> point to be changed as "Acquire basic knowledge on the concepts of Nano chemistry and Engineering Materials.

**Action Taken:** will be Implementing from 2017-18 onwards.

**Resolution: 11** Title of Experiment-II to be changed as "ESTIMATION OF HARDNESS BY COMPLEXOMETRIC METHOD".



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Principal  
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Maisammaguda, Dhullapally,  
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**Action Taken:** Title of Experiment-II will be changed as "ESTIMATION OF HARDNESS BY COMPLEXOMETRIC METHOD" from 2017-18 onwards.

**Resolution:12** Title of Experiment-V to be changed as "ESTIMATION OF AN ACID BY CONDUCTOMETRY".

**Action Taken:** Title of Experiment-V will be changed as "ESTIMATION OF AN ACID BY CONDUCTOMETRY" from 2017-18 onwards.

**Resolution: 13** Title of Experiment-VI to be changed as "ESTIMATION OF AN ACID BY POTENTIOMETRY".

**Action Taken:** Title of Experiment-VI will be changed as "ESTIMATION OF AN ACID BY POTENTIOMETRY".

**Resolution: 14** Experiment-VIII to be replaced with "DETERMINATION OF  $Mn^{2+}$  IN  $KMnO_4$  BY COLORIMETRY" instead of "THE INVERSION OF CANE SUGAR BY POLARIMETER".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 15** Experiment -X to be replaced with "PREPARATION OF NYLON 6:6" instead of "PREPARATION OF THIOKOL RUBBER".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 16** Experiment-XII to be considered as "DETERMINATION OF VISCOCITY OF GIVEN LIQUIDS".

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 17** In module-IV Optical, Telecommunication and Medical application of carbon nanotubes should be mentioned.

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 18** Text books to be included.

**Action Taken:** Will be Implementing from 2017-18 onwards .

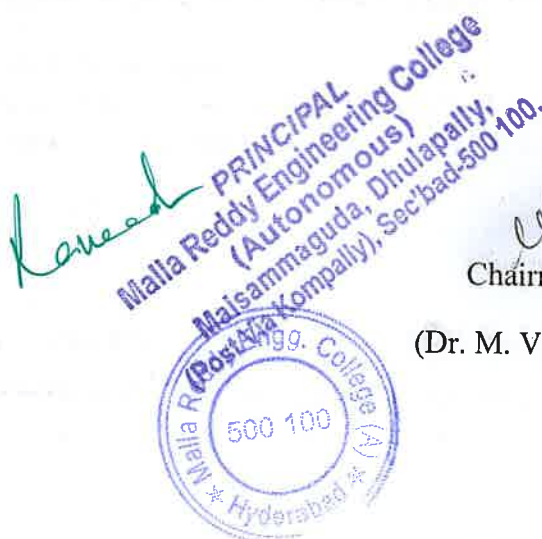
**Resolution:19** AS per BOS member's suggestion in Reference books section 1&2 to be considered as text books for the syllabus and remaining books as reference books.

**Action Taken:** Will be Implementing from 2017-18 onwards .

**Resolution: 20** In module-II "Threats and conservation of Biodiversity" (habitat loss, poaching of wildlife, man wildlife conflicts; Conservation of biodiversity: In-situ and Ex-situ conservation) to be added.

**Action Taken:** Will be Implementing from 2017-18 onwards .

Finally, **Dr. M. Vijaya Bhaskar Reddy**, Chairman - Chemistry Board of Studies has expressed his sincere thanks to all the Members of the Board of studies for their active participation and contribution. The meeting concluded at 1:00 PM.



Chairman – BOS

(Dr. M. Vijaya Bhaskar Reddy)





# Malla Reddy Engineering College (Autonomous)

Maisammaguda, Dhulapally (Post Via Kompally), Secunderabad – 500100



MR-15 (2016)  
pre BOS  
syllabus

## DEPARTMENT OF ENGLISH

20<sup>th</sup> July, 2016

### Minutes of the meeting of Board of Studies for English

The meeting of Board of Studies for English is convened on *20th July, 2016* at *11:30AM* in the Conference Hall. The following members were invited.

S. No	Name of the Member	Designation & Official Address	Status	Signature
1	Dr. S. Sudhakara Reddy	Principal, MREC(A)	Special Invitee	
2	Dr. B. Vijaya Kumar	Asst. Prof., & Head Dept. of English MREC (A)	Chairman- BOS	
3	Dr.V.Parvathi	Asso. Prof., Dept. of H&SS JNTUHCE	University Nominee (Nominated by the Vice Chancellor, JNTUH, Hyderabad)	
4	Prof. T.Vijay Kumar	Professor, Dept. of English, OU	Subject Expert Member (External) (Nominated by Academic Council)	
5	Prof. S.Mohan Raj	Professor, Department of Training & Dev. EFLU	Subject Expert Member (External) (Nominated by Academic Council)	
6	Ms.D.Nandini	Vice President. Tech Mahindra	Industry Expert	Absent
7	Dr.T.V.Surendranatha Reddy	Professor, Dept. of English, MREC (A)	Faculty Member (Internal)	
8	Ms.A.Madhavi Latha	Assoc. Prof., Dept. of English, MREC (A)	Faculty Member (Internal)	
9	Mr. K. James	Asst. Prof., Dept. of English, MREC (A)	Faculty Member (Internal)	

The agenda of the meeting was:

1. Review of the syllabi of MR 15 Regulation.
2. Approval of the scheme of instruction and Syllabi of B.Tech and MBA for the academic year 2016-17.



*Principal*  
Malla Reddy Engineering College  
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Maisammaguda, Dhulapally (Post Via Kompally), Secunderabad – 500100



## DEPARTMENT OF ENGLISH

20/07/2016

### Minutes of the BOS Meeting – English

- The committee advised to take a Structured feedback rather than going for a Open feedback regarding the text book prescribed for the syllabus of a particular course in the semester.
- The committee suggested to mention the name of the Prescribed text book with reference to the lessons that are mentioned in syllabus copy.
- The committee opined to have a separate text book designed by the internal faculty to meet the objectives and the outcomes mentioned in the syllabus. In addition to this, the committee further added that all the autonomous college shall come under one umbrella to design the text book that can be used across the autonomous colleges.
- The committee recommended conducting a workshop for teachers of Autonomous Colleges for the Material Development.
- Based on the oral feed back of the students, the committee advised to change the existing syllabus to cater the global needs.
- The basic grammar topics are also to be included as part of the existing syllabi which makes the students familiarize with the usage and helps them to progress from simple to complex grammar topics.
- The Open Elective Courses will be more effective if the titles of the same are rephrased.
- The reference books of any course always to be followed either APA or MLA format.

Chairman BOS-English,  
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# MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhullapally, Secunderabad-500100

## Department of English

21-07-2016

### **Board of Studies meeting held on 20.07.2016 at 11:00 AM**

The Board of Studies meeting for the Department of English was conducted on 20.07.2016 at 11:00 AM in the conference hall, Mall Reddy Engineering College (Autonomous), Hyderabad.

#### **Action Taken Report (ATR) on BoS Meeting for the AY 2016-2017**

The previous Board of studies meeting in AY2016-2017 was held on 21<sup>st</sup> July, 2016. The following are the resolutions made in the meeting and corresponding action taken are as follows:

**Resolution 1:** The committee advised to take a structured feedback rather than going for an open feedback regarding the text book to be prescribed in the syllabus.

**Action Taken:** As per the suggestion given by the members, the feed back was taken by both the students and staff before removing the text book.

**Resolution 2:** The committee advised the internal faculty to design the text book to meet the Objectives and Outcomes mentioned the syllabus.

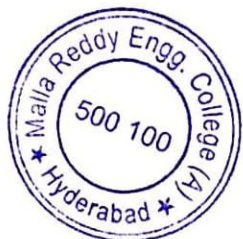
**Action Taken:** The faculty of English Department, MREC has planned to design own text book and implement from next Academic year onwards.

**Resolution 3:** members of the committee suggested to include basic grammar topics in the syllabus so that they help them to progress from simple to complex grammar topics.

**Action Takes:** As per the suggestion given by the members, few changes were made in the syllabus and included basic grammar topics in the syllabus.

**Resolution 4:** Members of the committee advised to follow either APA or MLA format while writing the names of reference books.

**Action Taken:** As per the advice given by the members, all reference books were written in MLA format.



  
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