

Maisammaguda (V), Dhulapally (P)
Near Kompally, Medchal (M), Secunderabad - 500 100.
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NARSIMHA REDDY ENGINEERING COLLEGE

UGC AUTONOMOUS

Approved by AICTE, New Delhi & Affiliated to JNTUH, Hyderabad
Accredited by NAAC with 'A' Grade & NBA, UGC 2(f) & 12(B)

DEPARTMENT OF ENGLISH

Minutes of the 3rd BoS Meeting

The Board of Studies meeting of the Department of English was held on 22-09-2025 at
1.30 PM in Board Room, M.G. Block.

Members of the Board of Studies:

S.No	Name of the Member	Designation	Role
1.	Dr. P Vasanth Kumar	Associate Professor, FME Department, Narsimha Reddy Engineering College (Autonomous)	Chairperson
University Nominee			
2.	Dr. N V S N Lakshmi	Assoc. Professor in English, JNTUH UCETH, Hyd.	Member
External Subject Experts Nominated by Academic Council			
3.	Dr. V Laxmi Ramana	Professor, Dept of English, ANURAG University, Hyd.	Member
4.	Dr. Zareena Sultana	Associate Professor, Dept of English, ISL Engg College, Hyd.	Member
Industry Representative			
5.	Mr.M Nagaraju	Master Trainer in Communicative Language Teaching Technique, Hyd.	Member
Department Senior Faculty Members			
6.	Prof. N Sai Kiranmai	Professor & HoD FME Department Narsimha Reddy Engineering College (Autonomous)	Member
7.	Dr. Prabhakar Sastry	Professor, FME Department Narsimha Reddy Engineering College (Autonomous)	Member
8.	Dr. Ch Nageswar Rao	Associate Professor FME Department Narsimha Reddy Engineering College (Autonomous)	Member
9.	Mrs. G Shailaja Reddy	Assistant Professor FME Department Narsimha Reddy Engineering College (Autonomous)	Member



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10.	Mrs. P Mamatha	Assistant Professor FME Department Narsimha Reddy Engineering College (Autonomous)	Member
11.	Mr. Afzal Dar	Assistant Professor FME Department Narsimha Reddy Engineering College (Autonomous)	Member

AGENDA:

1. Confirmation of the minutes of the 2nd BoS meeting.
2. Approval of the **syllabus** for B.Tech First Year **NR25**.
3. Any other item with the permission of chair.

Dr. P Vasanth Kumar, Chairperson, Board of Studies welcomed all the members to the BoS meeting and briefed the agenda.

The members of the Board of Studies discussed the agenda item wise and resolved as per the details mentioned below.

Item 1: Confirmation of the minutes of the 2nd BoS meeting.

Resolution: Minutes of the 2nd BoS meeting were confirmed by the all members.

Item 2: Approval of the **syllabus** for B.Tech **NR25**.

The chairperson presented the syllabus of English for Skill Enhancement, English Language and Communication skills lab for B.Tech First Year NR25.

The following suggestions are posed by the respective members.

- Suggested to add Words Often Misspelt in Vocabulary & Degrees of Comparison in Grammar.
- Suggested to add Reading Strategies-Guessing Meaning from Context – Identifying Main Ideas – Exercises for Practice in Reading
- Suggested to include modules on Technical Communication, Professional Writing, and Presentation Skills.
- Suggested to include Techniques for Effective Listening, Picture Description Activity, understanding Non-Verbal Communication & Silent Speech in Lab.
- Align course outcomes with Program Outcomes (POs) and employability skills.



NRCM

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Resolution: The members are approved the same with the above suggestions/modifications for final Implementation.

Item 3: Any other item with the permission of chair.

- Suggested to frame theme based Lessons.

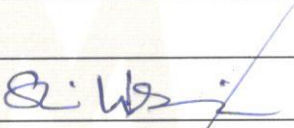
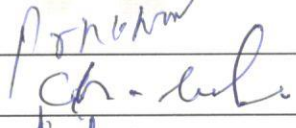
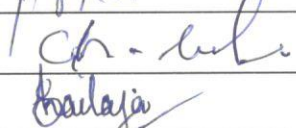
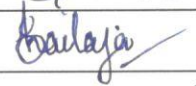
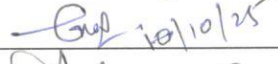
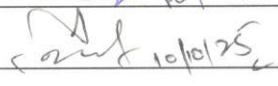
Resolution: The members are approved the same with the above suggestions/modifications for final Implementation.

The board of studies members reviewed the modified syllabus with their recommendations/suggestions being incorporated appropriately. However the above suggestions are made to ensure the overall competence of the students.

Finally, the members approved the same for final implementation.

The meeting concluded with vote of thanks by Dr. P Vasanth Kumar, Chairperson of Board of Studies.

Members Present:

S.No.	Name of the Member	Signature
1	Dr. P Vasanth Kumar	
2	Dr. N V S N Lakshmi	
3	Dr. V Laxmi Ramana	
4	Dr. Zareena Sultana	
5	Mr.M Nagaraju	
6	Prof. N Sai Kiranmai	
7	Dr. Prabhakar Sastry	
8	Dr. Ch Nageswar Rao	
9	Mrs. G Shailaja Reddy	
10	Mrs. P Mamatha	
11	Mr. Afzal Dar	



NRCM

ENGLISH BOS - MINUTES

6 messages

H&S Sciences <hodhs@nrcmec.org>

Sat, Oct 18, 2025 at 11:33 AM

To: vlaxmiramanahs@anurag.edu.in, Zareena Sultana <zareenamohib32@gmail.com>, lionnagaraju@gmail.com

Dear Sir/Madam,

As per the instructions of the BOS Committee we had made all changes in the Syllabus. I request you to go through the documents & indicate your word of acceptance.

Awaiting your favorable reply, at the earliest.

Thanking you sir,

With regards,

N Sai Kiranmai,

Head,FME Department.

3 attachments

 **ENGLISH.pdf**
843K

 **english_language_and_communication_skills_lab.pdf**
68K

 **english_for_skill_enhancement.pdf**
71K

H&S Sciences <hodhs@nrcmec.org>

Sat, Oct 18, 2025 at 11:35 AM

To: Laxmi Ramana <vlaxmiramana@gmail.com>

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3 attachments

 **ENGLISH.pdf**
843K

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68K

 **english_for_skill_enhancement.pdf**
71K

Zareena Sultana <zareenamohib32@gmail.com>

Sat, Oct 18, 2025 at 11:38 AM

To: H&S Sciences <hodhs@nrcmec.org>

Cc: vlaxmiramanahs@anurag.edu.in, lionnagaraju@gmail.com

Accepted.
Thank you very much.
Regards
Prof. Dr. Zareena Sultana
[Quoted text hidden]

m nagaRAJU <lionnagaraju@gmail.com>
To: Zareena Sultana <zareenamohib32@gmail.com>
Cc: H&S Sciences <hodhs@nrcmec.org>, vlaxmiramanahs@anurag.edu.in

Sun, Oct 19, 2025 at 11:06 AM

You may go ahead.

m nagaRAJU

Lions Certified Instructor
District Secretary - MW
PDCS, PDCT, PRC
progressive melvin jones fellow
FB: <https://www.facebook.com/lionnagaraju>
YT: nagaRAJU m - YouTube
Slideshare: My uploads (slideshare.net)

i was sad because i had no shoes
until i saw a man who had no feet

[Quoted text hidden]

Dr. V. LAXMI RAMANA <vlaxmiramanahs@anurag.edu.in>
To: m nagaRAJU <lionnagaraju@gmail.com>
Cc: Zareena Sultana <zareenamohib32@gmail.com>, H&S Sciences <hodhs@nrcmec.org>

Sun, Oct 19, 2025 at 12:26 PM

Accepted.

Dr. V S V Laxmi Ramana
Professor, Chairperson, BoS
Department of English
Anurag University
Phone number 9908308999

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Laxmi Ramana <vlaxmiramana@gmail.com>
To: H&S Sciences <hodhs@nrcmec.org>

Sun, Oct 19, 2025 at 12:28 PM

Accepted

Regards,
VSV LAXMI RAMANA
+91 9908308999
+91 9866474501

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