

**DEPARTMENT OF ENGLISH**

**Resolutions of the 1<sup>st</sup> Board of Studies Meeting**

**Department of English**

**A Y. 2025-26**



**Date :24-FEB-2026**

**Time :1:00PM**

**Mode : Hybrid**

## DEPARTMENT OF ENGLISH

### AGENDA – FIRST BOARD OF STUDIES MEETING

**1. Welcome of Members and Invitees**

Formal welcome to all internal and external members, university nominees, and invites.

**2. Implementation of I B. Tech English Syllabus under R23 Regulation**

Discussion and approval of Theory and Communication Skills Laboratory syllabus.

**3. Review of Assessment Practices**

Discussion on internal and end-semester assessment framework.

**4. Proposal for Value-Added Courses**

Discussion on introducing value-added courses in Professional Communication with AI.

**5. Review of Prescribed Textbooks**

Evaluation of textbooks for suitability and relevance under R23 regulation.

**6. Any Other Matter with Permission of the Chair**

**7. Vote of Thanks**

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Ref: ESWR/ENG/BoS-MoM/2025-26/01

25-FEB-2026

Resolutions of the 1st BoS Meeting, Department of English, Eswar College of Engineering (Autonomous), Kesanupalli, 24.02.2026 (Hybrid Mode)  
<https://us06web.zoom.us/j/82413008599?pwd=vegSTyWVe1aQ6SdPSElrT14v46RsTX.1>

**Members Present**

S.No	Name of the Member	Designation/Occupation	Category
1	Mrs.P.L. SUNITHA	Head of the Department	Chairman
2	Prof.E.Dileep	Professor, Department of English, Krishna University, Machilipatnam Mail id :englishdileep@gmail.com Contact No:9494747401	Nominated by Hon'ble VC, JNTUK
3	Dr.G.CHENNA REDDY	Professor, Department of English, Acharya Nagarjuna University Mail ID : crguju27@gmail.com Contact no: 9849254826	Subject experts outside parent university
4	Dr. Kommoji Madhavi	In-charge Principal in English, Government Degree College,Aluru, Kurnool Dist. Mail Id: madhavikommoji@gmail.com Contact no:9494967069	Subject experts outside parent university
5	Mr.R.Venkata Durga Rao	Asst.Professor	Internal Faculty Members
6	Mr.K.Chandrasekhar	Asst.Professor	
7	Mr.P.Viseswara Rao	Asst.Professor	
8	Mr.B.Picheswara Rao	Asst.Professor	
9	Mr.M.Hari Babu	CEO, P&M Polymers, Guntur	Industry
10	Mr.Annavarapu Naveen	Sr.Engineer, Quadrant Technologies, Hyd	Alumni

**Members Absent: Nil**

**With the quorum present, the Chairperson called the meeting to order.**

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### MINUTES OF THE 1<sup>ST</sup> BOS MEETING

#### **Agenda 1: Introduction of Members of the Board of Studies**

The Chairperson convened the First Board of Studies Meeting in hybrid mode and extended a formal welcome to all members. The internal members (present offline) and the external members (participating online) were introduced. The agenda items were placed before the Board for consideration.

#### **Resolution 1:**

The constitution of the Board of Studies for A.Y. 2025–26 is recorded.

#### **Agenda 2: Implementation of I B. Tech English under R23 Regulation**

The proposal to implement the I B. Tech English Theory and Communication Skills Laboratory syllabus under the R23 Regulation of Jawaharlal Nehru Technological University, Kakinada was placed before the Board.

#### **Resolution 2:**

The Board resolves to adopt the R23 syllabus (Theory and Laboratory) for I B.Tech for A.Y. 2025–26 and recommends the same for ratification. No modifications are proposed.

#### **Agenda 3: Review of Assessment Practices**

The internal and end-semester assessment framework was reviewed.

#### **Resolution 3:**

The existing assessment pattern shall continue as per R23 guidelines.

#### **Agenda 4: Proposal for Value-Added Courses**

The Board examined the proposal for a value-added course in communication and language skills to enhance preparedness for future academic cycles.

#### **Resolution 4:**

The Department shall prepare a structured proposal for value-added courses in the following areas: Professional Communication with AI

The proposal shall be placed for consideration and approval in the forthcoming academic year/regulation.

#### **Agenda 5: Review of Prescribed Textbooks**

The prescribed textbooks under the R23 regulation were evaluated for their suitability and relevance.

#### **Resolution 5:**

The textbooks prescribed under R23 shall be retained for the Academic Year 2025–26. No revisions are recommended.

#### **Agenda 6: Any Other Matter with the Permission of the Chair**

The honourable members provided academic recommendations for Teaching–Learning Enhancement Measures

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**Prof. E. Dileep** emphasized classroom engagement analysis, structured feedback collection, and activity-based laboratory sessions.

**Dr. G. Chenna Reddy** recommended focused instruction on tenses and core grammar for improved language proficiency.

**Dr. K. Madhavi** advised continuation of the R23 syllabus until further academic revisions.

### **Resolution 6:**


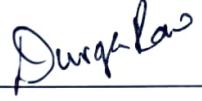





The Department shall monitor student engagement, collect structured feedback, and implement enhancement measures in a phased manner while continuing the existing R23 syllabus.

### **Conclusion**

The meeting concluded with a formal vote of thanks proposed by Mrs. P. L. Sunitha, acknowledging the contributions and academic insights of all members. The proceedings ended at 2:00 PM with the approval of the Chair.

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**English -BoS Committee**

S.No	Name of the Member	Designation/Occupation	Category	Signature
1	Mrs.P.L. SUNITHA	Head of the Department	Chairman	
2	Prof.E.Dileep	Professor, Department of English, Krishna University, Machilipatnam Mail id :englishdileep@gmail.com Contact No:9494747401	Nominated by Hon'ble VC, JNTUK	Approved through Mail
3	Dr.G.CHENNA REDDY	Professor, Department of English, Acharya Nagarjuna University Mail ID : crgujju27@gmail.com Contact no: 9849254826	Subject experts outside parent university	Approved through Mail
4	Dr. Kommoji Madhavi	In-charge Principal in English, Government Degree College, Aluru, Kurnool Dist. Mail Id: <a href="mailto:madhavikommoji@gmail.com">madhavikommoji@gmail.com</a> Contact no:9494967069	Subject experts outside parent university	Approved through Mail
5	Mr.R.Venkata Durga Rao	Asst.Professor	Internal Faculty Members	
6	Mr.K.Chandrasekhar	Asst.Professor		
7	Mr.P.Viseswara Rao	Asst.Professor		
8	Mr.B.Picheswara Rao	Asst.Professor		
9	Mr.M.Hari Babu	CEO, P&M Polymers, Guntur	Industry	
10	Mr.Annavarapu Naveen	Sr.Engineer, Quadrant Technologies, Hyd	Alumni	



V V &lt;vlsunitha1@gmail.com&gt;

**BoS Proceedings Submitted for Ratification – First Year UG (A.Y. 2025–26)**

2 messages

V V &lt;vlsunitha1@gmail.com&gt;

Thu, Feb 26, 2026 at 10:47 AM

To: "DILEEPPHD@gmail.com" &lt;DILEEPPHD@gmail.com&gt;

Respected Sir,

I am forwarding the Minutes of the First Board of Studies (BoS) Meeting in English held on 24 February 2026 for ratification, pertaining to the First Year B.Tech programme for the A.Y. 2025–26.

Please find enclosed the meeting minutes for your ratification and approval.

Thank you.

Yours Sincerely,

P.L.SUNITHA  
M.A.,M.ED.,ADCA  
HoD-Dept of English  
Eswar College of Engineering

**DEPT of ENG BOS MoM (24-02-2026).docx**

432K

EADARA DILEEP &lt;dileephd@gmail.com&gt;

Fri, Feb 27, 2026 at 4:01 PM

To: V V &lt;vlsunitha1@gmail.com&gt;

Dear Madam,

Thank you for sending the meticulously drafted minutes of the online BoS meeting and I have gone through the minutes and approved the same through this email. Best wishes.

Regards,

Prof. E. Dileep, MA (English), MSc (Psy), UGC-NET (English), PhD.

Department of English,

Krishna University, Machilipatnam,

Krishna district, Andhra Pradesh.

India, PIN: 521004.

Cell: 9494747401 (WhatsApp also).



Please consider the environment and do not print this email unless absolutely necessary. Encourage environmental awareness.

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**BoS Proceedings Submitted for Ratification – First Year UG (A.Y. 2025–26)**

2 messages

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V V <vlsunitha1@gmail.com>  
To: chenareddy guju <crjuju27@gmail.com>

Thu, Feb 26, 2026 at 10:49 AM

Respected Sir,

I am forwarding the Minutes of the First Board of Studies (BoS) Meeting in English held on 24 February 2026 for ratification, pertaining to the First Year B.Tech programme for the A.Y. 2025–26.

The Minutes of the Meeting are enclosed for ratification and approval.

Thank you.

Yours Sincerely,

**P.L.SUNITHA**

**M.A.,M.ED.,ADCA  
HoD-Dept of English**

**Eswar College of Engineering**

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chenareddy guju <crjuju27@gmail.com>  
To: V V <vlsunitha1@gmail.com>

Thu, Feb 26, 2026 at 10:59 AM

The minutes of BoS held on 24th February 2026 are approved for ratification  
Prof. G. Chenna Reddy  
Department of English  
Acharya Nagarjuna University  
[Quoted text hidden]

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**BoS Proceedings Submitted for Ratification – First Year UG (A.Y. 2025–26)**

3 messages

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V V <vlsunitha1@gmail.com>  
To: madhavikommoji@gmail.com

Thu, Feb 26, 2026 at 10:50 AM

Respected Madam,

I am forwarding the Minutes of the First Board of Studies (BoS) Meeting in English held on 24 February 2026 for ratification, pertaining to the First Year B.Tech programme for the A.Y. 2025–26.

The Minutes of the Meeting are enclosed for ratification and approval.

Thank you.

Yours Sincerely,

**P.L.SUNITHA**

**M.A.,M.ED.,ADCA  
HoD-Dept of English**

**Eswar College of Engineering**

With Regards  
P.L.SUNITHA  
M.A.,M.ED.,ADCA  
ASST. PROFESSOR OF ENGLISH

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**kommoji Madhavi** <madhavikommoji@gmail.com>  
To: V V <vlsunitha1@gmail.com>

Fri, Feb 27, 2026 at 2:02 PM

The minutes of BOS held on 24thFebruary2026 are approved for satisfaction.

Dr.K.Madhavi, M.A.,B.Ed.,Ph.D.,

Lecturer in English,  
Government Degree College, ALUR - 518395.  
Kurnool District.

[Quoted text hidden]

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**kommoji Madhavi** <madhavikommoji@gmail.com>  
To: V V <vlsunitha1@gmail.com>

Fri, Feb 27, 2026 at 2:04 PM

The minutes of BOS held on 24th February 2026 are approved for ratification.

Dr.K.Madhavi, M.A.,B.Ed.,Ph.D.,  
Lecturer in English,  
Government Degree College, ALUR - 518395.  
Kurnool District.

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## DEPARTMENT OF ENGLISH

### COURSE STRUCTURE

<p><b>Group-A Branches</b></p> <p><b>CSE &amp; EEE</b></p> <p><b>Group-B Branches</b></p> <p><b>Civil Engineering, Mechanical Engineering, Automobile Engineering, ECE, CSE-Allied [CSE-AI&amp;ML, CSE-AI, CSE-AI&amp;DS]</b></p>
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#### B.Tech.-I Year I Semester (for Group-A Branches)

S.No.	Sub Code	Title	L/D	T	P	Credits
1	R231101	Communicative English	2	0	0	2
2	R231101L	Communicative English Lab	0	0	2	1

#### B.Tech.-I Year II Semester (for Group-B Branches)

S.No.	Sub Code	Title	L/D	T	P	Credits
1	R231207	Communicative English	2	0	0	2
2	R231107L	Communicative English Lab	0	0	2	1

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B.TECH -I YEAR – I & II SEMESTER	L	T	P	C
Communicative English (Common to All Branches)	3	0	0	2

**Syllabus [UG]**

Component	Details
<b>Course Objectives</b>	Facilitate effective Listening, Reading, Speaking, and Writing skills. Enhance comprehension, oral presentation, reporting, and understanding of grammar & vocabulary. Prepare students for industry-ready communication.
<b>Course Outcomes (COs)</b>	CO1: Understand context, topic, and specific information from social/transactional dialogues.CO2: Apply grammatical structures to form sentences and correct word forms.CO3: Analyze discourse markers to speak clearly in informal discussions.CO4: Evaluate reading/listening texts and write summaries.CO5: Create coherent paragraphs, essays, and resumes.
<b>Unit I – Human Values: Gift of Magi (Short Story)</b>	<b>Listening:</b> Identify topic, context, specific info from audio texts. <b>Speaking:</b> Ask/answer general questions; self-introduction. <b>Reading:</b> Skimming for main ideas; scanning for details. <b>Writing:</b> Capitalization, spelling, punctuation, parts of sentences. <b>Grammar:</b> Parts of speech, basic sentence structures, forming questions. <b>Vocabulary:</b> Synonyms, antonyms, affixes, root words.
<b>Unit II – Nature: The Brook (Poem)</b>	<b>Listening:</b> Answer questions on main/supporting ideas. <b>Speaking:</b> Pair/group discussion; short structured talks. <b>Reading:</b> Sequence of ideas; linkers in paragraphs. <b>Writing:</b> Paragraph writing (specific topics). <b>Grammar:</b> Cohesive devices, articles, prepositions. <b>Vocabulary:</b> Homonyms, homophones, homographs.
<b>Unit III – Biography: Elon Musk</b>	<b>Listening:</b> Global comprehension; summarizing. <b>Speaking:</b> Discuss topics in pairs/groups; report discussion. <b>Reading:</b> Detailed reading; inference; context clues. <b>Writing:</b> Summarizing, note-making, paraphrasing. <b>Grammar:</b> Verbs (tenses), subject-verb agreement, compound words, collocations. <b>Vocabulary:</b> Compound words, collocations.
<b>Unit IV – Inspiration: The Toys of Peace (Saki)</b>	<b>Listening:</b> Predictions in dialogues; audio/video comprehension. <b>Speaking:</b> Role plays; formal/informal conversation practice. <b>Reading:</b> Graphic elements in text; trends, patterns, processes. <b>Writing:</b> Official letters, resumes. <b>Grammar:</b> Reporting verbs, direct/indirect speech, active/passive voice. <b>Vocabulary:</b> Commonly confused words, jargons.
<b>Unit V – Motivation:</b>	<b>Listening:</b> Identify key terms; comprehension questions. <b>Speaking:</b> Formal oral presentations.

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Component	Details
The Power of Intrapersonal	Reading: Reading comprehension. Writing: Structured essays. Grammar: Editing texts; common grammar errors (articles, prepositions, tenses, S-V agreement). Vocabulary: Technical jargons.
Textbooks	1. <i>Pathfinder: Communicative English for Undergraduate Students</i> , 1st Ed., Orient Black Swan, 2023 (Units 1–3) 2. <i>Empowering with Language</i> , Cengage, 2023 (Units 4–5)
Reference Books	1. Dubey, Sham Ji & Co., <i>English for Engineers</i> , Vikas, 2020. 2. Bailey, Stephen, <i>Academic Writing: A Handbook for International Students</i> , Routledge, 2014. 3. Murphy, Raymond, <i>English Grammar in Use</i> , 4th Ed., Cambridge, 2019. 4. Lewis, Norman, <i>Word Power Made Easy</i> , Anchor, 2014
Web Resources (Grammar)	1. <a href="http://www.bbc.co.uk/learningenglish">www.bbc.co.uk/learningenglish</a> 2. <a href="https://dictionary.cambridge.org/grammar/british-grammar/">https://dictionary.cambridge.org/grammar/british-grammar/</a> 3. <a href="http://www.eslpod.com/index.html">www.eslpod.com/index.html</a> 4. <a href="https://www.learngrammar.net/">https://www.learngrammar.net/</a> 5. <a href="https://english4today.com/english-grammar-online-with-quizzes/">https://english4today.com/english-grammar-online-with-quizzes/</a> 6. <a href="https://www.talkenglish.com/grammar/grammar.aspx">https://www.talkenglish.com/grammar/grammar.aspx</a>
VOCABULARY	1. <a href="https://www.youtube.com/c/DailyVideoVocabulary/videos">https://www.youtube.com/c/DailyVideoVocabulary/videos</a> 2. <a href="https://www.youtube.com/channel/UC4cmBAit8i_NJZE8qK8sfp">https://www.youtube.com/channel/UC4cmBAit8i_NJZE8qK8sfp</a>

## DEPARTMENT OF ENGLISH

B.TECH -I YEAR – I & II SEMESTER	L	T	P	C
Communicative English Lab (Common for all branches of Engineering)	0	0	2	1

Component	Details
Course Objectives	Expose students to self-instructional, learner-friendly language learning modes. Train in basic communication skills and prepare for job interviews.
Course Outcomes (COs)	<p>CO1: Understand English proficiency aspects with emphasis on LSRW skills.</p> <p>CO2: Apply communication skills through language learning activities.</p> <p>CO3: Analyze speech sounds, stress, rhythm, intonation, and syllable division for better listening and speaking.</p> <p>CO4: Evaluate and exhibit professionalism in debates and group discussions.</p> <p>CO5: Create effective communication outputs (presentations, emails, resumes, etc.).</p>
List of Topics	<ol style="list-style-type: none"> <li>1. Vowels &amp; Consonants</li> <li>2. Neutralization / Accent Rules</li> <li>3. Communication Skills &amp; JAM</li> <li>4. Role Play / Conversational Practice</li> <li>5. E-mail Writing</li> <li>6. Resume Writing, Cover Letter, SOP</li> <li>7. Group Discussions – Methods &amp; Practice</li> <li>8. Debates – Methods &amp; Practice</li> <li>9. PPT / Poster Presentations</li> <li>10. Interview Skills</li> </ol>
Suggested Software	• Walden Infotech • Young India Films
Reference Books	<ol style="list-style-type: none"> <li>1. Raman Meenakshi &amp; Sangeeta Sharma, <i>Technical Communication</i>, Oxford Press, 2018</li> <li>2. Taylor Grant, <i>English Conversation Practice</i>, Tata McGraw-Hill, 2016</li> <li>3. Hewing Martin, <i>Cambridge Academic English (B2)</i>, CUP, 2012</li> <li>4. J. Sethi &amp; P.V. Dhamija, <i>A Course in Phonetics and Spoken English</i>, 2nd Ed., Kindle, 2013</li> </ol>
Web Resources – Spoken English	<ol style="list-style-type: none"> <li>1. <a href="#">ESL-Lab</a></li> <li>2. <a href="#">English Media Lab</a></li> <li>3. <a href="#">English Interactive</a></li> <li>4. <a href="#">British Council</a></li> <li>5. <a href="#">Lets Talk Podcast</a></li> </ol>

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Component	Details
	<p>6. <a href="#"><u>mmmEnglish – YouTube</u></a>            7. <a href="#"><u>Arnel’s Everyday English – YouTube</u></a>            8. <a href="#"><u>EngVid Adam – YouTube</u></a>            9. <a href="#"><u>EnglishClass101 – YouTube</u></a>            10. <a href="#"><u>Speak English with Tiffani – YouTube</u></a>            11. <a href="#"><u>UCV1h_cBE0Drdx19qkTM0WNw – YouTube</u></a></p>
<p>Web Resources – Voice &amp; Accent</p>	<p>1. <a href="#"><u>LetsTalkAccent – YouTube</u></a>            2. <a href="#"><u>EngLanguageClub – YouTube</u></a>            3. <a href="#"><u>UC_OskgZBoS4dAnVUgJVexc – YouTube</u></a>            4. <a href="#"><u>UCNfm92h83W2i2ijc5Xwp_IA – YouTube</u></a></p>