



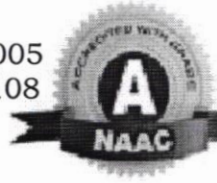
SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

Subhartipuram, NH58 DelhiHaridwar Meerut Bypass Road, Meerut 250 005

Ph: +91121243 9157, 243 9043 / 52, Ext 2222, 2221, Fax: +91121243 108

E-Mail: ece.site2005@gmail.com; www.subharti.org



DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Meeting Notice

Ref: SITE/BOS/2020/07
Ref:- SITE/BOS/2020/07

Date : 14/01/2021

A meeting of the BOS is scheduled on 19th January 2021 at 10:00 am in the office of the Head of Department , ECE to discuss the following agenda.

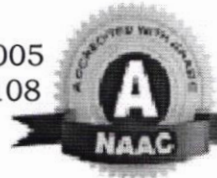
1. **Agenda No. 1:** To confirm the minutes of the Board of Studies meeting held on 22st June 2020
2. **Agenda No. 2:** To report action taken on the minutes of Board of Studies held on 22st June 2020
3. **Agenda No. 3:** To consider running a new value added course in the programme of UG.
4. **Agenda No. 4:** To examine feedback analysis for the UG programme for the year 2020-21 odd Sem.
5. **Agenda No. 5:** To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of odd Sem 2020-21.
6. **Agenda No. 6:** To conduct a workshop for the students on the latest domain of Electronics & Communication Engineering and allied branches
7. **Agenda No. 7:** To encourage faculty members to get NPTEL certification by registering in various courses.
8. Any other items with the permission of the chairman.

Copy to : All faculty members of ECE Department, SITE.



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref:SITE/BOS/2020/09

Date: 20/01/2021

Minutes for Meeting of Board of Studies held on 19th January 2021 at Department of Electronics & Communication Engineering

A meeting of Board of Studies was held on **19th January 2021 at 10:00 AM** in the office of the Head of Department, ECE. Location: RF LAB, 1st FLOOR, SITE.

Following members attended the meeting.

Sr No	Name of Faculty Member	Designation	Role	Sign.
1.	Er. Amit Kumar	Assistant Professor & HoD, ECE	Chair person	
2.	Dr. Sharad Sharma	Professor & HoD, ECE, MMU, MULLANA	Outside Academic Expert	
3.	Mr. Vijay Kumar	Manager, HPCL, Meerut	Outside Industry Expert	
4.	Er. Vishwas Mishra	Assistant Professor, ECE	Member	
6.	Er. Supratim Saha	Assistant Professor, ECE	Member	
7.	Er. Rajesh Parihar	Assistant Professor, ECE	Member	
8.	Er. Vikas Sharma	Assistant Professor, ECE	Member	
9.	Er. Jainendra Kumar	Assistant Professor, ECE	Member	
10.	Er. Shobhit Tyagi	Assistant Professor, ECE	Member	
11.	Er. Abhishek Kumar	Assistant Professor, ECE	Member	
12.	Er. Priyanka Saini	Assistant Professor, ECE	Member	

At the onset, the Chairperson BoS welcomed all the members and thanked outside experts for sparing their time. The items were taken up as per agenda.

1. Item No. 1: To confirm the minutes of the Board of Studies meeting held on 19st January 2021.

Resolution: The member confirmed the minutes

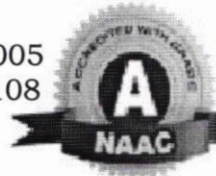
2. Item No. 2: To report action taken on the minutes of Board of Studies held on 19st January 2021.

Resolution: The members noted the action taken



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

3. *Item No. 3:* To examine feedback analysis for the UG programme for the year 2020-21 odd Sem.
Resolution: The members noted the feedback analysis and approved the action taken on the feedback.
4. *Item No. 4:* To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Sem 2020-21.
Resolution: Approved and recommended to COE
5. *Item No.5:* To encourage faculty members to get NPTEL certification by registering in various courses.
Resolution: Brain Storming session was conduction on the department to check the domain of faculty members.
6. *Item No.6:* Industrial visit for B. TECH ECE students

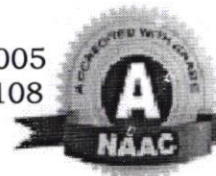
There being no other matter, the meeting was concluded with a vote of thanks to the chair.


Er. Amit Kumar
HoD , ECE
SITE, SVSU



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref:SITE/BOS/2021/04

Date: 05.07.2021

ACTION TAKEN REPORT ON BOS MEETING OF JANUARY 2021

Sr No	Agenda taken	Decision	Outcome/Result
1.	To examine feedback analysis for the UG programme for the session 2020-21 even Sem	The members noted the feedback analysis and approved the action taken on the feedback.	The faculty members applied all the inputs provided by the HoD for improvements in the way they deliver the classes and focused more towards outcome-oriented process.
2.	To consider running of value-added course in the programme of UG.	It was recommended to commence the value-added courses. The members reiterated that such courses would add value to their employability and provide additional skills.	Value added course had been proposed and started from the relevant semester and executed properly.
3.	To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Sem 2020-21.	Approved and recommended to COE	All the examiners were informed officially after getting approval from COE regarding the same.
4.	To consider conducting a hands-on workshop for the students on latest domain of Electronics and Communication Engineering and allied branches.	The members unanimously accepted and gave approval to conduct a two-day workshop.	A two-day workshop will be conducted.

Audh
(HOD ECE)