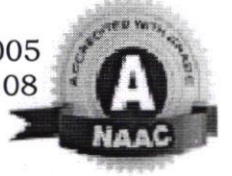


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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING


Meeting Notice

Ref:SITE/BOS/2017/02

Date : 16/05/2017

A meeting of the BOS is scheduled on 26th May 2017 at 10:00 am in the office of the Head of Department, ECE to discuss the BOS agenda.

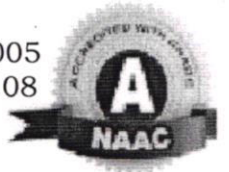
Copy to : All faculty members of ECE Department, SITE


(HOD ECE)



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref: SITE/BOs/2017/03

Date: 16/05/2017

AGENDA FOR MEETING OF BOARD OF STUDIES

A meeting of Board of Studies has been scheduled on 26th May 2017 at 10:00 AM in the office of the Head of Department, ECE. Location: RF LAB, 1st FLOOR, SITE. Following are agenda items for the same.

1. **Agenda No. 1:** To confirm the minutes of the Board of Studies meeting held on 28th December 2016(As per Annexure-1)
2. **Agenda No. 2:** To report action taken on the minutes of Board of Studies held on 28th December 2016(As per Annexure-2)
3. **Agenda No. 3:** To consider running of value added course in the programme of UG (As per Annexure-3).
4. **Agenda No. 4:** To examine feedback analysis for the UG programme for the year 2016-17 Even Sem(As per Annexure-4).
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 2017-18.
6. Any other items with the permission of the chairman.


HoD, ECE

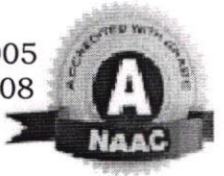



CC: Principal (SITE)



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref: SITE/BOs/2017/04

Date: 27/05/2017

Minutes for Meeting of Board of Studies held on 26th May 2017 at Department of Electronics & Communication Engineering

A meeting of Board of Studies was held on **26th May 2017 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	Signature
1	Er. Amit Kumar	Assistant Professor & HoD, ECE	Chair person	
2	Dr. Ashok Kumar	Professor & HoD, Dean ECE, ACE, AMBALA (H.R)	Outside Academic Expert	
3	Mr. Paritosh Tyagi	Manager, Tata Communications Ltd., Delhi	Outside Industry Expert	
4	Er. Vishwas Mishra	Assistant Professor, ECE	Member	
5	Er. Neha Verma	Assistant Professor, ECE	Member	
6	Er. Vartika Tyagi	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.

- Agenda No. 1: To confirm the minutes of the Board of Studies meeting held on 28st December 2016

Resolution: The member confirmed the minutes

- Agenda No. 2: To report action taken on the minutes of Board of Studies held on 28st December 2016.

Resolution: The members noted the action taken

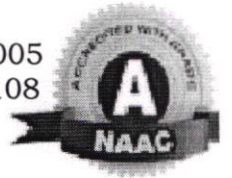
- Agenda No. 3: To consider running of value added course in the programme of UG as per the annexure.

Resolution: 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.



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

4. Agenda No. 4: To examine feedback analysis for the UG programme for the year 2016-17 Even Sem.

Resolution: The members noted the feedback analysis and approved the action taken on the feedback.

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 2017-18.

Resolution: Approved and recommended to COE

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

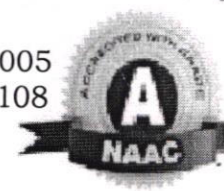

HoD , ECE

Manoj Kapi




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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

ACTION TAKEN REPORT ON BOS MEETING OF MAY 2017

Ref: SITE/BOS/2017/10

Date: 11.12.2017

Sr No	Agenda taken	Decision	Outcome/Result
1	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 named "CCNA" and "Industrial Automation- PLC and SCADA" had been proposed and started from the relevant semester and executed properly.
2	To examine feedback analysis for the UG programme for the session 2016-17 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.
3	To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Odd Sem 2017-18.	Approved and recommended to COE	All the examiners were informed officially after getting approval from COE regarding the same.

Manoj Kapi



[Signature]
HoD , ECE