

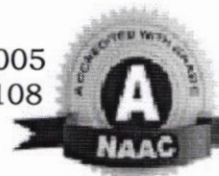
SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING


Meeting Notice

Ref:SITE/BOS/2018/07

Date : 20/12/2018

A meeting of the BOS is scheduled on 29th December 2018 at 10:00 am in the office of the Head of Department, ECE to discuss the BOS agenda.

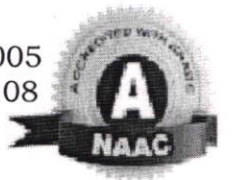
Copy to : All faculty members of ECE Department, SITE


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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref: SITE/BoS/2018/08

Date: 20/12/2018

Agenda for Meeting of Board of Studies

A meeting of Board of Studies has been scheduled on 29th December 2018 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 19th May 2018 (As per Annexure-1)
2. **Agenda No. 2:** To report action taken on the minutes of Board of Studies held on 19th May 2018 (As per Annexure-2)
3. **Agenda No. 3:** To consider running another new 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 2018-19 odd 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 Even Sem 2018-19. (As per Annexure-5).
6. **Agenda No. 6:** To conduct a workshop for the students on latest domain of Electronics and Communication Engineering and allied branches. (As per Annexure-6).
7. Any other items with the permission of the chairman .

HoD , ECE

Vijay Kapil

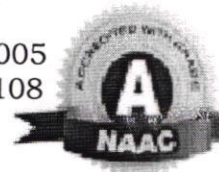


CC: Principal (SITE)



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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref: SITE/BOs/2018/09

Date: 31/12/2018

Minutes for Meeting of Board of Studies held on 29th December 2018 at Department of Electronics & Communication Engineering

A meeting of Board of Studies was held on **29th December 2018 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	
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	
5	Er. Neha Verma	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	

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.

- Item No. 1: To confirm the minutes of the Board of Studies meeting held on 19th May 2018.

Resolution: The member confirmed the minutes

- Item No. 2: To report action taken on the minutes of Board of Studies held on 19th May 2018.

Resolution: The members noted the action taken

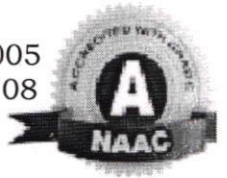
- Item No. 3: To consider running another new value added course in the programme of UG as per the annexure.

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. Item No. 4: To examine feedback analysis for the UG programme for the year 2018-19 odd Sem.

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

5. Item No. 5: To consider and approve Board of Examiners for theory and practical examination for the UG and PG programme of Even Sem 2018-19.

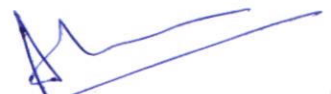
Resolution: Approved and recommended to COE

6. Item No. 6: To conduct a workshop for the students on latest domain of Electronics and Communication Engineering and allied branches.

Resolution: Various list of workshop which can be done was discussed and responsibility was given to conduct the same.

7. Item No. 7: Industrial visit for B.TECH ECE students.

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


HOD, ECE

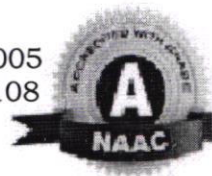
Manoj Kapi





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DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

Ref:SITE/BOS/2019/05

Date: 12.05.2019

ACTION TAKEN REPORT ON BOS MEETING OF DECEMBER 2018

Sr No	Agenda taken	Decision	Outcome/Result
1.	To examine feedback analysis for the UG programme for the session 2018-19 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 named "DESIGN & ANALYSIS OF MICROSTRIP ANTENNA USING HFSS" and "VERLOG" 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 2018-19.	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 on "BASICS OF RASPBERRY Pi" in the even sem 2018-19.	A two day workshop will be conducted on the 10 th -11 th May 2019 on " BASICS OF RASPBERRY Pi "

Ash
(HOD ECE)