



**SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING**  
**SWAMI VIVEKANAND SUBHARTI UNIVERSITY**

Subhartipuram, NH58 DelhiHaridwar Meerut Bypass Road, Meerut 250 005  
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EMail: ece.site2005@gmail.com; www.subharti.org



**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

**SESSION: 2023-2024**  
**(ODD SEMESTER)**  
**(BOARD OF STUDIES MEETING)**



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

Ref:SITE/BOS/2023/01

To,

The Principal  
SITE, SVSU  
Meerut.

Date: 02/06/2023

Sub: Application for approval of BOS members for the academic session of 2023-24.

Respected sir,

Following are the names of the board of studies members of Department of Electronics & Communication Engineering for the academic session of 2023-24.

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.	Dr.Aruna Bansal	Associate Professor,ECE	Member	
5.	Dr. Supratim Saha	Associate Professor,ECE	Member	
6.	Dr. Nikhil Rathi	Associate Professor,ECE	Member	
7.	Er. Vikas Sharma	Assistant Professor, ECE	Member	
8.	Er. Priyanka Saini	Assistant Professor, ECE	Member	

I, therefore request you to consider approval of the same.

Yours obediently

Er. Amit Kumar  
HoD (ECE)  
SITE, SVSU



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

To,  
Mr. Vijay Kumar  
Manager, HPCL  
Meerut.

Date: 02/06/2023

Dear sir,

We take privilege in inviting you for the Board of Studies Meeting in Faculty of Subharti Institute of Technology and Engineering, Swami Vivekanand Subharti University, Meerut as an External Industry Expert Member for Electronics & Communication Engineering Department which will be conducted on 27th June 2023 at **office of the Head of Department, ECE, RF Lab first floor**, Subharti Institute of Technology and Engineering, Meerut. We trust that you are the right person to contribute with your valuable suggestion in various fields of Electronics & Communication Engineering which can help the students community to shape themselves for their bright future. Kindly accept our invitation and confirm your visit for attending the Board of Studies meeting..

HOD (ECE)  
Department of ECE  
SITE, SVSU  
Mobile No:9917430835

Encl: Agenda items of Meeting.



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

Date: 02/06/2023

To,  
Dr. Sharad Sharma  
Professor and Head  
Department of ECE  
MMU, Mullana  
Haryana.

Dear sir,

We take privilege in inviting you for the Board of Studies Meeting in Faculty of Subharti Institute of Technology and Engineering, Swami Vivekanand Subharti University, Meerut as an External Expert Member for Electronics & Communication Engineering Department which will be conducted on 27th June 2023 at **office of the Head of Department, ECE, RF Lab first floor**, Subharti Institute of Technology and Engineering, Meerut. We trust that you are the right person to contribute with your valuable suggestion in various fields of Electronics & Communication Engineering which can help the students community to shape themselves for their bright future. Kindly accept our invitation and confirm your visit for attending the Board of Studies meeting.

HOD (ECE)  
Department of ECE  
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Mobile No: 9917430835

Encl: Agenda items of Meeting.

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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

**Meeting Notice**

Ref:SITE/BOS/2023/02

Date : 02/06/2023

A meeting of the BOS is scheduled on 27th June 2023 at 10:00 am in the office of the Head of Department, ECE to discuss the following agenda.

1. **Item No. 1:** To confirm the minutes of the Board of Studies meeting held on 19<sup>th</sup> January 2023
2. **Item No. 2:** To report action taken on the minutes of Board of Studies held on 19<sup>th</sup> January 2023
3. **Item No. 3:** To consider running of value added course in the programme of UG as per the annexure.
4. **Item No. 4:** To identify interdisciplinary courses in the department in collaboration with other department.
5. **Item No. 5:** To revised the first year evaluation scheme/Syllabus for the session 2023-24.
6. **Item No. 6:** To consider and approve Board of Examiners for theory and practicals examinations for the Odd Sem 2023-24.
7. **Item No. 7:** To identify the NPTEL courses for the second year and third year Students for the Odd Sem 2023-24.

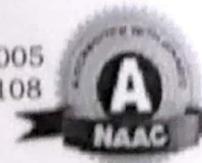
Any other items with the permission of the chairman.

Copy to : All faculty members of ECE Department, SITE



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

Ref:SITE/BOS/2023/03

Date:02/06/2023

**AGENDA FOR MEETING OF BOARD OF STUDIES**

A meeting of Board of Studies has been scheduled on 27th June 2023 at 10:00 AM in the office of the Head of Department, ECE. Location: RF LAB, 1<sup>st</sup> FLOOR, SITE. Following are agenda items for the same.

1. **Item No. 1:** To confirm the minutes of the Board of Studies meeting held on 19<sup>th</sup> January 2023 (As per Annexure-1)
2. **Item No. 2:** To report action taken on the minutes of Board of Studies held on 19<sup>th</sup> January 2023 (As per Annexure-2)
3. **Item No. 3:** To consider running of value added course in the programme of UG as per the annexure (As per Annexure-3).
4. **Item No. 4:** To identify interdisciplinary courses in the department in collaboration with other department (As per Annexure-4).
5. **Item No. 5:** To revised the first year evaluation scheme/Syllabus for the session 2023-24. (As per Annexure-5).
6. **Item No. 6:** To consider and approve Board of Examiners for theory and practical examination for the UG program of Odd Sem 2023-24. (As per Annexure-6).
7. **Item No. 7:** To identify the NPTEL courses for the second year and third year UG Students for the Odd Sem 2023-24. (As per Annexure-7).

Any other items with the permission of the chairman.



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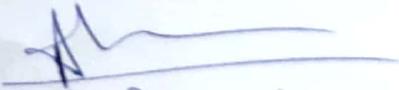
**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

Ref:SITE/BOS/2023/04

Date: 28.06.2023

**ACTION TAKEN REPORT ON BOS MEETING OF JANUARY 2023**

Sr No	Agenda taken	Decision	Outcome/Result
1.	To examine feedback analysis for the UG programme for the session 2022-23 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 programme of Even Sem 2023-24.	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.

  
(HO D ECE)



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

Ref:SITE/BOS/2023/05

Date: 28.06.2023

**Minutes for Meeting of Board of Studies held on 27th June 2023 at Department of Electronics & Communication Engineering**

A meeting of Board of Studies was held on 27th June 2023 at **10:00 AM** in the office of the Head of Department, ECE. Location: RF LAB, 1<sup>st</sup> 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	[Signature]
2.	Dr. Sharad Sharma	Professor & HoD, ECE, MMU, MULLANA	Outside Academic Expert	[Signature]
3.	Mr. Vijay Kumar	Manager, HPCL, Meerut	Outside Industry Expert	[Signature]
4.	Dr. Aruna Bansal	Associate Professor, ECE	Member	[Signature]
5.	Dr. Supratim Saha	Associate Professor, ECE	Member	[Signature]
6.	Dr. Nikhil Rathi	Associate Professor, ECE	Member	[Signature]
7.	Er. Vikas Sharma	Assistant Professor, ECE	Member	[Signature]
8.	Er. Priyanka Saini	Assistant Professor, ECE	Member	[Signature]

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. Agenda Item No. 1: To confirm the minutes of the Board of Studies meeting held on 19<sup>th</sup> January 2023.

**Resolution: The member confirmed the minutes**

2. Item No. 2: To report action taken on the minutes of Board of Studies held on 19<sup>th</sup> January 2023.

**Resolution: The members noted the action taken**

3. Item 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.**

4. Item No. 4: To identify interdisciplinary courses in the department in collaboration with other department.



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**DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING**

**Resolution: Discuss and implemented interdisciplinary courses in the department in collaboration with other department.**

5. **Item No. 5:** To revised the first year evaluation scheme/Syllabus for the session 2023-24.

**Resolution: The members approved the First year evaluation scheme and syllabus revision for the session 2023-24.**

6. **Item No. 6:** To consider and approve Board of Examiners for theory and practical examination for the UG program of Odd Sem 2023-24.

**Resolution: Approved and recommended to COE.**

7. **Item No. 7:** To consider and identify the NPTEL courses for the second year and third year Students for the Odd Sem 2023-24.

**Resolution: Various courses of NPTEL was discussed for the UG second year and third year students. Digital circuits and Modern Digital Communication Techniques was identify for the second and third year students, respectively.**

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

Er. Amit Kumar  
HoD , ECE  
SITE, SVSU