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THANJAVUR – 613 403 - TAMIL NADU

School of Engineering and Technology
Department of Electronics and Communication Engineering
DEPARTMENT ACADEMIC COMMITTEE MEETING
CIRCULAR




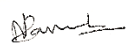


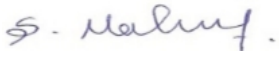





Date: **19.06.2020**

The DAC meeting is scheduled on **26.06.20** at **2.00** p.m regarding the Revision/Moderation of curriculum & syllabi for U.G/P.G courses. All are requested to attend without fail.

AGENDA OF THE MEETING

1. To review the feed backs obtained from various stake holders such as alumni, parents, employers, academicians, etc.
2. To consider the suggestions revealed by faculty members and students for the revision of UG and PG courses
3. To discuss about the course outcomes for project work course in the B.Tech and M.Tech curriculum with respective rubrics.
4. To scrutinize the workload assigned to faculty members
5. To discuss about the Department Academic Plan to conduct Symposium, Conference, Industrial Visits, IPT/Internship, Seminars, Socio Technical Projects, Student Cabinet, Workshops, FDP, Conduct of theory and practical classes, Remedial classes. Internship, Placement Training, Coaching for Competitive Exams, Semester Preparatory Courses, Bridge Courses, Add on courses, Elective Courses, Free Elective Courses, Phase-I project for M.Tech (FT), Conduct of classes for B.Tech (PT) and M.Tech (PT) classes.
6. To discuss about the Student attendance.
7. To discuss about the Compensation class/Alternate class
8. To discuss about the Unit/Portion Coverage by faculty.
9. To discuss about the details of student participation and awards won by them.
10. To discuss about the details of faculty participation
11. To discuss about the SFS & CDAAR scrutiny
12. To discuss about the student registration for NPTEL/Extra Credit/Add-on courses.
13. To discuss about the status report on work assigned for IQAC/NAAC/UGC/IBM ICE etc.

To:

S.No.	Name of the Member	Signature
1.	Prof.Dr.Smitha Elsa Peter	
2.	Prof.Dr.A.Rijuwana Begum	
3.	Prof. Dr. S. Devi	
4.	Prof.Dr.N.Parvatham	
5.	Prof. Mrs.P.Geetha	
6.	Prof.Mrs.A.Amudha	
7.	Prof.Mr.S.Maheshwaran	
8.	Prof.Mrs.A.Aarthi	
9.	Prof.Dr.V.Latha	
10.	Mr.Sugam Verma	
11.	Mr.Kumar.B	
12.	Mr. Narandhar B.	



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School of Engineering and Technology
Department of Electronics and Communication Engineering

Date: 26.06.2020

DEPARTMENT ACADEMIC COMMITTEE MEETING
Minutes of the Meeting

The Meeting of DAC in the department of ECE held on **26.06.2020** at 2.00 p.m. under the Chairmanship of Prof.Dr.Smitha Elsa Peter.

The following members were present:

S.No.	Name of the Member	Position
1.	Prof.Dr.Smitha Elsa Peter	HOD
2.	Prof.Dr.A.Rijuvana Begum	Professor
3.	Prof. Dr. S. Devi	Professor
4.	Prof.Dr.N.Parvatham	Professor
5.	Prof. Mrs.P.Geetha	Associate Professor
6.	Prof.Mrs.A.Amudha	Associate Professor
7.	Prof.Mr.S.Maheshwaran	Assistant Professor
8.	Prof.Mrs.A.Aarthi	Assistant Professor
9.	Prof.Dr.V.Latha	External Member, Associate Professor / CSE
10.	Mr.Sugam Verma	Student Representative
11.	Mr.Kumar.B	Student Representative
12.	Mr. Narandhar B.	Student Representative

The members of the board discussed elaborately about the existing Curriculum and syllabi for both UG and PG courses. The feedback from various stake holders such as Employers, Alumni, Academicians, Industrial Personnel, Students, etc., are also discussed.

The board members drafted the course outcomes for project work course in the B.Tech and M.Tech curriculum with respective rubrics.

The board members discussed about the course outcomes for project work course in the B.Tech and M.Tech curriculum with respective rubrics.

The board members discussed about the scrutinize of the workload assigned to faculty members.

The board members discuss about the Department Academic Plan to conduct Symposium, Conference, Industrial Visits, IPT/Internship, Seminars, Socio Technical Projects, Student Cabinet, Workshops, FDP, Conduct of theory and practical classes, Remedial classes. Internship, Placement Training, Coaching for Competitive Exams, Semester Preparatory Courses, Bridge Courses, Add on courses, Elective Courses, Free Elective Courses, Phase-I project for M.Tech (FT), Conduct of classes for B.Tech (PT) and M.Tech (PT) classes.

The board members discussed about the Student attendance percentage for the UG and PG courses for the Academic Year 2020-2021.

The board members discussed about the Compensation class/Alternate class taken during CL/OD, availed by staff.

The board members discussed about the Unit/Portion Coverage by faculty.

The board members discussed about the details of student participation and awards won by them.

The board members discussed about the details of faculty participation in various academic related activities




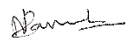

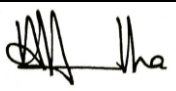
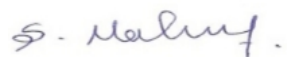




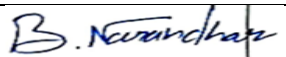
The board members discussed about the scrutiny process of SFS and CDAAR.

The board members discussed about the student registration for NPTEL/Extra Credit/Add-on courses.

The board members discussed about the status report on work assigned for IQAC/NAAC/UGC/IBM ICE etc. The members of the board have unanimously to continue with existing curriculum and syllabi for the year 2019-20 for both B.Tech (FT&PT) and M.Tech (FT&PT).

The meeting was concluded with thanks from the Head of the Department.

To:

S.No.	Name of the Member	Signature
1.	Prof.Dr.Smitha Elsa Peter	
2.	Prof.Dr.A.Rijuvana Begum	
3.	Prof. Dr. S. Devi	
4.	Prof.Dr.N.Parvatham	
5.	Prof. Mrs.P.Geetha	
6.	Prof.Mrs.A.Amudha	
7.	Prof.Mr.S.Maheshwaran	
8.	Prof.Mrs.A.Aarthi	
9.	Prof.Dr.V.Latha	
10.	Mr.Sugam Verma	
11.	Mr.Kumar.B	
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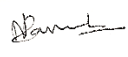


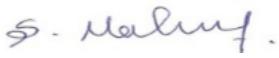





Date: **07.01.21**

The DAC meeting is scheduled on **20.01.2021** at **2.00** p.m regarding the Revision/Moderation of curriculum & syllabi for U.G/P.G courses. All are requested to attend without fail.

AGENDA OF THE MEETING

1. To review the feed backs obtained from various stake holders such as alumni, parents, employers, academicians, etc.
2. To consider the suggestions revealed by faculty members and students for the revision of UG and PG courses
3. To discuss about the Even Semester Reopening & Preparedness.
4. To discuss about the e-Content / Syllabi/ 2 Marks Q&A / Question Bank / University Question Paper / Lab Manual.
5. To discuss about the Academic Calender & Time Table..
6. To discuss about the Lab-Readiness & Time Table.
7. To discuss about the General Discipline-Staff & Students.
8. To discuss about the UG & PG Project Reviews.
9. To discuss about the New Nomenclature Courses/New Programme - Proposal for 2020-21.
10. To discuss about the T&P Schedule.
11. To discuss about the UG & PG Elective Selection.
12. To scrutinize the workload assigned to faculty members
13. To discuss about the Department Academic Plan
14. To discuss about quality initiative activities

To:

S.No.	Name of the Member	Signature
1.	Prof.Dr.Smitha Elsa Peter	
2.	Prof.Dr.A.Rijuvana Begum	
3.	Prof. Dr. S. Devi	
4.	Prof.Dr.N.Parvatham	
5.	Prof. Mrs.P.Geetha	
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School of Engineering and Technology

Department of Electronics and Communication Engineering

Date: 20.01.2021

DEPARTMENT ACADEMIC COMMITTEE MEETING

Minutes of the Meeting

The Meeting of DAC in the department of ECE held on **20.01.2021** at 2.00 p.m. under the Chairmanship of Prof.Dr.Smitha Elsa Peter.

The following members were present:

S.No.	Name of the Member	Position
1.	Prof.Dr.Smitha Elsa Peter	HOD
2.	Prof.Dr.A.Rijuvana Begum	Professor
3.	Prof. Dr. S. Devi	Professor
4.	Prof.Dr.N.Parvatham	Professor
5.	Prof. Mrs.P.Geetha	Associate Professor
6.	Prof.Mrs.A.Amudha	Associate Professor
7.	Prof.Mr.S.Maheshwaran	Assistant Professor
8.	Prof.Mrs.A.Aarthi	Assistant Professor
9.	Prof.Dr. V.Latha	External Member, Associate Professor / CSE
10.	Mr.Sugam Verma	Student Representative
11.	Mr.Kumar.B	Student Representative
12.	Mr. Narandhar B.	Student Representative

The members of the board discussed elaborately about the existing Curriculum and syllabi for both UG and PG courses. The feedback from various stake holders such as Employers, Alumni, Academicians, Industrial Personnel, Students etc., are also discussed.

The members of the board discussed about the suggestions revealed by faculty members and students for the revision of UG and PG courses

The members of the board discussed about the Reopening of Even Semester & Preparedness of the Department regarding that.

The members of the board discussed about the e-Content / Syllabi/ 2 Marks Q&A / Question Bank / University Question Paper / Lab Manual.

The members of the board discussed about the Academic Calender & Time Table for the Even Semester.

The members of the board discussed about the Lab-Readiness & Lab Time Table for the Even Semester. The members of the board discussed about the General Discipline of the Faculty & Students.

The members of the board discussed about the UG & PG Project Reviews.

The members of the board discussed about the Training & Placement Schedule.

The members of the board discussed about the UG & PG Elective Selection.

The members of the board discussed about the workload assigned to faculty members




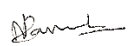


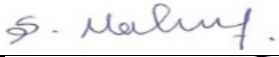




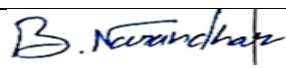
The members of the board discussed about the Department Academic Plan

The members of the board discussed about the quality initiative activities

The members of the board have unanimously to continue with existing curriculum and syllabi for the year 2020-21 for both B.Tech (FT&PT) and M.Tech (FT&PT).

The meeting was concluded with thanks from the Head of the Department.

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