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	(Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi)	
	P.B. No:14, Angallu (Village), MADANAPALLE - 517 325. (A.P) Website: www.mits.ac.in	

Department of Electronics & Communication Engineering

Circular

Date:25/02/2021




The Faculty meeting for deciding the course coordinator for Theory and Lab for III year II sem (AY 2020-21) will be held on 26/02/2021 at 3.00 PM in Room No EB 215. Dr. S. Rajasekaran Professor & Head of ECE department will preside over the meeting. All Faculty Members who are handling III year II Sem subjects are requested to attend the meeting

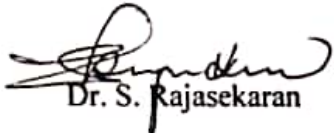
Agenda:

Following agendas have to discuss in the meeting.

- Finalization of Theory Subject CO-PO
- Finalization of Lab Experiments
- Finalization of Course Coordinator

Members:

1. Dr. S. Rajasekaran (HOD, ECE) 
2. Dr. K. Sathesh (Academic Coordinator, ECE) 
3. Dr. Sourabh Paul (III year coordinator) 
4. All the faculty members handling III year Subjects and Labs.


Dr. S. Rajasekaran

Professor & Head

Department of ECE

Head of the Department
Electronics & Communication Engineering
Madanapalle Institute of Technology & Science
Angallu, MADANAPALLE - 517 325
Guntur (Dist.) A.P.

Copy to:

1. HOD, ECE
2. Academic Coordinator, ECE
3. All The faculty Members



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Department of Electronics & Communication Engineering

Minutes of Course Coordinator Meeting

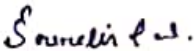
Date : 26/02/2021
Time : 3:00 - 4:00 pm
Attendies :
1. Dr. Sourabh Paul
2. Dr. S. Rajasekaran
3. Dr. K. Sathesh
4. Faculty Members teaching 3rd year subjects


The meeting started at 3.00 PM in Microsoft Team though online. HOD, ECE started the meeting with greetings and discussed the agenda of the meeting. III year Coordinator, Dr. Sourabh Paul continued to the meeting and the following has been discussed.

S.No	Matter discussed	Status and Decision
1	Finalization of Course Coordinator	Coordinators are finalized discussing with the faculties.
2	Finalization of Lab Experiments	The Lab Experiments to be conducted are finalized.
3	Finalization of Theory Subject CO-PO	CO-PO mapping will be completed for the respective subjects.


Faculties Attended Meeting:

Dr. Prashant Upadhyay
Dr. Sunil Kumar
Dr. Gajendra Sharma
Dr. Avik Banerjee
Mr. Vinay Kumar Tiwari
Dr. Sharwan Ram
Dr. Upendra Kumar Verma


Dr. Sourabh Paul
Sr. Assistant Professor
III Year Coordinator


Dr S Rajasekaran
Professor and Head

Department
Head of Department
Electronics & Communication Engineering
Madanapalle Institute of Technology & Science
Angali, MADANAPALLE - 517 325
Chittoor (A.P.)


Dr. K. Sathesh
Associate Professor,
Academic Coordinator,
Department of ECE,

Copy to:

1. Academic Coordinator
2. ECE Office
3. All faculties



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Department of Electronics & Communication Engineering

Date:26/02/2021

Course Coordinator Committee (CCC)

The Course Coordinator Committee has been formed for monitoring the attainment of Course Outcomes and Program Outcomes. The CCC consists of HOD, Year wise Coordinator and Course coordinator of the department, who periodically monitor the departmental activities and evaluate different parameters.

Composition and approval of Course Coordinator Committee (AY 2020-21)

Following members are nominated and approved for constitution of Course Coordinator Committee

S.NO	Name	Designation	Position	Function
1	Dr.S. Rajasekaran	Professor	Chairman	HOD
2	Dr. Sourabh Paul	Sr. Assistant Professor	Member-Secretary	III Year Coordinator
3	Dr. K. Sathesh	Associate Professor	Member	Academic Coordinator
4	Dr. Bibhuti Bhusan Pradhan	Sr. Assistant Professor	Member	Course Coordinator (Internet of Things)
5	Dr. Brijesh Kumar Singh	Associate Professor	Member	Course Coordinator (Electromagnetic Waves and Waveguides)
6	Dr. Ritesh Kumar Jaiswal	Sr. Assistant Professor	Member	Course Coordinator (VLSI Design)
7	Dr. Prashant Upadhyay	Sr. Assistant Professor	Member	Course Coordinator (Computer Architecture)
8	Dr. Sharwan Ram	Sr. Assistant Professor	Member	Course Coordinator (Internet of Things Lab)
9	Dr. Upendra Kumar Verma	Sr. Assistant Professor	Member	Course Coordinator (Digital VLSI Design Virtual lab)
10	Dr. Sunil Kumar	Sr. Assistant Professor	Member	Course Coordinator (Fiber Optic Communication)
11	Dr. Gajendra Sharma	Associate Professor	Member	Course Coordinator (Embedded Systems)
12	Dr. Avik Banerjee	Assistant Professor	Member	Course Coordinator (Information Theory and Coding)
13	Mr. Vinay Kumar Tiwari	Sr. Assistant Professor	Member	Course Coordinator (FPGA based System Design)
14	Dr. Sourabh Paul	Sr. Assistant Professor	Member	Course Coordinator (DSP Architectures)

Roles and responsibilities of the CCC:

1. Interacts with Course Instructors and other committee coordinators
2. Monitors and reviews the progress of the course file & CO-PO attainment.
3. Periodically conducts the class committee meeting to know about student's grievances and report it to HoD to take remedial actions.
4. Monitors the blooms level of question paper and assignments.



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5. Monitors the result analysis for mid exam and arranging remedial classes.
6. At the end of semester, Course Coordinator will accumulate the course files.
7. Measuring the extent of adherence to planned activities and calendar of events.
8. Track status and report of work assigned to individual & bring out in notice to PAC.


Srinivas S.V.
III Year Coordinator

[Signature]
Academic Coordinator

[Signature]
HOD/ECE
Head of the Department
Electronics & Communication Engineering
Madanapalle Institute of Technology & Science
Angallu, MADANAPALLE - 517 325
Contact No: 0864-2511111

Copy to

- The Academic Coordinator
- Program Assessment Committee
- Department File

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Department of Electronics & Communication Engineering

Circular

Date:12/07/2021




The Faculty meeting for III year II sem (AY 2020-21) will be held on 13/07/2021 at 2.00 PM in the ECE department (EB215). Dr. S. Rajasekaran Professor & Head of ECE department will preside over the meeting. All Faculty Members who are handling III year II Sem subjects are requested to attend the meeting


Agenda:

Following agendas have to discuss in the meeting.

- Course Completion details
- MID-I Question Set and Question bank preparation
- Assignment of Blooms Level
- Discussion regarding assignment I
- Course Materials for students

Members:

1. Dr. S. Rajasekaran (HOD, ECE) 
2. Dr. K. Sathesh (Academic Coordinator, ECE) 
3. Dr. Sourabh Paul (III year coordinator) 
4. All the faculty members handling III year Subjects and Labs.



Dr. S. Rajasekaran

Professor & Head

Department of ECE

Head of the Department
Electronics & Communication Engineering
Madanapalle Institute of Technology & Science
Angallu, MADANAPALLE - 517 325
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Minutes of Course Coordinator Meeting

Date : 13/07/2021
Time : 02:00 - 3:00 pm
Attendies :

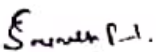
1. Dr. Sourabh Paul
2. Dr. S. Rajasekaran
3. Dr. K. Sathesh
4. Faculty Members teaching 3rd year subjects


The meeting started at 2.00 PM in room number EB215. HOD, ECE started the meeting with greetings and discussed the agenda of the meeting. III year Coordinator, Dr. Sourabh Paul continued to the meeting and the following has been discussed.


S.No	Matter discussed	Status and Decision
1	Course Completion details	Three units are covered for all the subjects
2	MID-I Question Set and Question bank preparation	Two sets of MID-I Questions are prepared. Discussion is done for the completion of Question bank.
3	Assignment of Blooms Level	Blooms Level is included in Question Sets and verified by the concerned Course Coordinators
4	Discussion regarding assignment 1	Assignment 1 is uploaded by all the faculties in moodle.
5	Course Materials for students	Class notes are uploaded in moodle up to Unit 3.

Faculties Attended Meeting:

Dr. Bibhuti Bhusan Pradhan
Dr. Brijesh Kumar Singh
Dr. Ritesh Kumar Jaiswal
Dr. Prashant Upadhyay
Dr. Sunil Kumar
Dr. Gajendra Sharma
Dr. Avik Banerjee
Mr. Vinay Kumar Tiwari


Dr. Sourabh Paul
Sr. Assistant Professor
III Year Coordinator



Dr. S. Rajasekaran
Professor and Head


Dr. K. Sathesh
Associate Professor,
Academic Coordinator,
Department of ECE,

Head of the Department
Electronics & Communication Engineering
Madanapalle Institute of Technology & Science
Angali, MADANAPALLE

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1. Academic Coordinator
2. ECE Office
3. All faculties

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Department of Electronics & Communication Engineering

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Date:31/07/2021




The Faculty meeting for III year II sem (AY 2020-21) will be held on 2/08/2021 at 3.00 PM in the ECE department (EB215). Dr. S. Rajasekaran Professor & Head of ECE department will preside over the meeting. All Faculty Members who are handling III year II Sem subjects are requested to attend the meeting

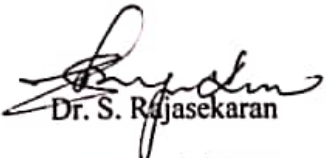
Agenda:

Following agendas have to discuss in the meeting.

- Result analysis of MID-I
- MID-II Question Set preparation
- Requirement of remedial classes
- Discussion regarding assignment 2
- Course Materials for students
- Regarding Preparation of 5 Model Sets for End Semester Examination

Members:

1. Dr. S. Rajasekaran (HOD, ECE) 
2. Dr. K. Sathesh (Academic Coordinator, ECE) 
3. Dr. Sourabh Paul (III year coordinator) 
4. All the faculty members handling III year Subjects and Labs.


Dr. S. Rajasekaran

Professor & Head

Department of ECE
Head of the Department
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Angallu, MADANAPALLE

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Department of Electronics & Communication Engineering

Minutes of Course Coordinator Meeting

Date : 02/08/2021
Time : 03:00 - 4:00 pm
Attendies :

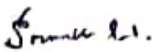
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4. Faculty Members teaching 3rd year subjects


The meeting started at 3.00 PM in room number EB215. HOD, ECE started the meeting with greetings and discussed the agenda of the meeting. III year Coordinator, Dr. Sourabh Paul continued to the meeting and the following has been discussed.


S.No	Matter discussed	Status and Decision
1	Result analysis of MID-I	Results are analyzed for all subjects.
2	MID-II Question Set preparation	Work is assigned to different faculties.
3	Requirement of remedial classes	Fail in IOT, EMWG and VLSI are 7.0%, 13.6%, and 13% respectively. Remedial class is decided for all the subjects.
4	Discussion regarding assignment 2	To be uploaded in moodle after completion of syllabus
5	Course Materials for students	All the materials are prepared and uploaded in moodle
	Regarding Preparation of 5 Model Sets for End Semester Examination	Question papers are under Preparation.

Faculties Attended Meeting:

Dr. Bibhuti Bhusan Pradhan
Dr. Brijesh Kumar Singh
Dr. Ritesh Kumar Jaiswal
Dr. Prashant Upadhyay
Dr. Sunil Kumar
Dr. Gajendra Sharma
Dr. Avik Banerjee
Mr. Vinay Kumar Tiwari

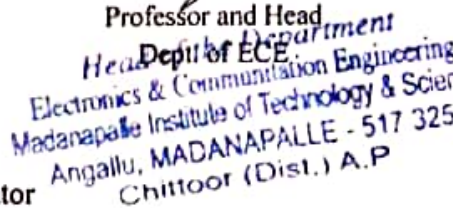

Dr. Sourabh Paul
Sr. Assistant Professor
III Year Coordinator


Dr. S. Rajasekaran
Professor and Head


Dr. K. Sathesh
Associate Professor,
Academic Coordinator,
Department of ECE,

Copy to:

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2. ECE Office
3. All faculties


Head of Department
Department of ECE,
Electronics & Communication Engineering
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