


|                                                                                   |                                                                                        |  |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|--|
|  | <b>MADANAPALLE INSTITUTE OF TECHNOLOGY &amp; SCIENCE</b>                               |  |
|                                                                                   | <b>UGC - AUTONOMOUS</b>                                                                |  |
|                                                                                   | (Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi)                    |  |
|                                                                                   | P.B. No:14, Angallu (Village), MADANAPALLE - 517 325. (A.P)<br>Website: www.mits.ac.in |  |

**Department of Electronics & Communication Engineering**

**Circular**

**Date:02/08/2021**

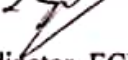

The Faculty meeting for deciding the course coordinator for Theory and Lab for IV year I sem (AY 2021-22) will be held on 03/08/2021 at 1.30 PM in Room No EB 215. Dr. S. Rajasekaran Professor & Head of ECE department will preside over the meeting. All Faculty Members who are handling IV year I Sem subjects 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 (IV year coordinator) 
4. All the faculty members handling IV 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  
 Chittoor (Dist.) A.P.

**Copy to:**

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



**MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE  
(UCG-AUTONOMOUS)**

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi  
Recognized Research Center, Accredited by NBA, NAAC for CSE, ECE, EEE, ME & MBA  
World Bank Funded Institute, Recognized by UGC under the sections 2(f) and 12(B) of the UGC act 1956  
Recognized as Scientific & Industrial Research Organization by DSIR of DST



**Department of Electronics & Communication Engineering**

**Minutes of Course Coordinator Meeting**

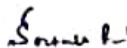
- Date : 03/08/2021  
Time : 1:30 - 2:30 pm  
Attendies :  
1. Dr. Sourabh Paul  
2. Dr. S. Rajasekaran  
3. Dr. K. Sathesh  
4. Faculty Members teaching 4<sup>th</sup> year subjects

The meeting started at 1.30 PM in the Room No EB 215. HOD, ECE started the meeting with greetings and discussed the agenda of the meeting. IV 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. Sunil Kumar  
Dr. Gajendra Sharma  
Dr. Miriyala Mahesh  
Dr. Tasher Ali Sheikh  
Dr. Sambhudutta Nanda  
Dr. Upendra Kumar Verma  
Dr. Dheeren Ku Mahapatra

  
Dr. Sourabh Paul  
Sr. Assistant Professor  
IV Year Coordinator

  
Dr. S. Rajasekaran  
Professor and Head  
Dept. of ECE  
Head of the Department  
Electronics & Communication Engineering  
Madanapalle Institute of Technology & Science  
Angallu, MADANAPALLE - 517 325  
Chittoor (Dist.) A.P.

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

- Copy to:  
1. Academic Coordinator  
2. ECE Office  
3. All faculties



**MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE  
(UCG-AUTONOMOUS)**

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi  
Recognized Research Center, Accredited by NBA, NAAC for CSE, ECE, EEE, ME & MBA  
World Bank Funded Institute, Recognized by UGC under the sections 2(f) and 12(B) of the UGC act 1956  
Recognized as Scientific & Industrial Research Organization by DSIR of DST  
**Department of Electronics & Communication Engineering**



Date:04/08/2021

**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 2021-22)**

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 | IV Year Coordinator                                     |
| 3    | Dr. K. Sathesh             | Associate Professor     | Member           | Academic Coordinator                                    |
| 4    | Dr. Sambhudutta Nanda      | Sr. Assistant Professor | Member           | Course Coordinator (Microwave Engineering)              |
| 5    | Dr. Velmani Ramasamy       | Assistant Professor     | Member           | Course Coordinator (Computer Communication Networks)    |
| 6    | Dr. Bibhuti Bhusan Pradhan | Sr. Assistant Professor | Member           | Course Coordinator (Multi-Core Computer Architecture)   |
| 7    | Dr. Miriyala Mahesh        | Assistant Professor     | Member           | Course Coordinator (Antennas and Propagation)           |
| 8    | Dr. Tasher Ali Sheikh      | Assistant Professor     | Member           | Course Coordinator (Wireless Communication)             |
| 9    | Dr. Ranjan Kumar Mahapatra | Sr. Assistant Professor | Member           | Course Coordinator (Microwave Engineering Laboratory)   |
| 10   | Dr. Upendra Kumar Verma    | Sr. Assistant Professor | Member           |                                                         |
| 11   | Dr. Miriyala Mahesh        | Assistant Professor     | Member           | Course Coordinator (Computer Networks Laboratory)       |
| 12   | Dr. Sritama Roy            | Assistant Professor     | Member           |                                                         |
| 13   | Dr. Gajendra Sharma        | Associate Professor     | Member           | Course Coordinator (Software for Embedded Systems)      |
| 14   | Dr. Dheeren Ku Mahapatra   | Sr. Assistant Professor | Member           | Course Coordinator (Digital Image and Video Processing) |
| 15   | Dr. Sumit Gupta            | Sr. Assistant Professor | Member           | Course Coordinator (Satellite Communication)            |
| 16   | Dr. Sunil Kumar            | Assistant Professor     | Member           | Course Coordinator (Optical Communication Networks)     |





**MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE  
(UCG-AUTONOMOUS)**



Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi  
Recognized Research Center, Accredited by NBA, NAAC for CSE, ECE, EEE, ME & MBA  
World Bank Funded Institute, Recognized by UGC under the sections 2(f) and 12(B) of the UGC act 1956  
Recognized as Scientific & Industrial Research Organization by DSIR of DST  
**Department of Electronics & Communication Engineering**

**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.
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.

*S. S. S.*  
**IV Year Coordinator**

*[Signature]*  
**Academic Coordinator**  
**Head of the Department**  
Electronics & Communication Engineering  
Madanapalle Institute of Technology & Science  
Angallu, MADANAPALLE - 517 325  
Chittoor (Dist.) A.P.

*[Signature]*  
**HOD/ECE**

Copy to

- The Academic Coordinator
- Program Assessment Committee
- Department File