



Don Bosco Institute of Technology

Mysuru Road Kumbalagodu, Bengaluru-74



IQAC Academic Year 2022-2023

Ref.No: DBIT/IQAC/2022-23/Committees/02

16.09.2022

CIRCULAR

This is to inform that IQAC is conducting college committees meeting on 20.09.2022.

The following faculty members are to attend the meeting convened in SH-1 at 11.00 AM.

- Agenda: 1. To discuss about the Roles and Responsibilities of the Convener.
2. To discuss about activities planned for the AY: 2022-23

SL No.	Name of The Committee	Name of the Convener	Department	Signature
1	NAAC/NBA/IQAC Committee	Dr. R.L.Ramesh	CVE	
2	LIC/AICTE Committee	Prof. Ranjeeth Kumar	CSE	
3	Admission/Promotion Committee	Prof. Sharmila. R.S	EEE	
4	Academic Committee	Prof.Gowramma.G.S	ISE	
5	Timetable Committee	Dr. Shivanna	ME	
6	I A Test Committee	Dr. Nataraj R	MATHS	
7	VTU Exam Duty Committee	Prof. Umashankar B S	CSE	
8	Website / IT Committee	Prof.U.Channabasava	ISE	
9	Anti-ragging Committee / Grievance Redressal Committee	Dr. Manjunatha A. S.	CHE	
10	Anti-Sexual Harassment / Women Empowerment Committee	Dr. Ranjini P. S.	MATHS	
11	Library Committee	Dr. Somaraya.B.Talloli	LIBRARY	
12	Sports /NSS/NCC/Discipline Committee	Dr. Kumarswamy	SPORTS	
13	Chief Proctor/Parent -Teachers Meeting	Dr. R. Anguraja	EEE	
14	Scholarship Committee	Dr. Sharanabasappa.	ECE	
15	SC/ST/OBC Committee	Prof. Kiran Kumar K. M.	ME	
16	Alumni Committee	Prof. Rafi Ahmed Z.	ALUMNI	
17	Skill Development Committee	Prof. Gobinath S.	CVE	
18	AICTE Activity Committee	Dr. Bhavya Shree Shetty	PHYSICS	
19	MOOCS/ Coursera committee	Dr. Somaraya.B.Talloli	LIBRARY	
20	ICT / VTU E-Shikshana Committee	Prof. Shankar Gowda S.R	ISE	
21	Impartus / EAS / ERP Committee	Prof. Naveen .N	CSE	
22	MOU / Consultancy Committee	Prof.Babitha.S	ECE	
23	FDP / WS / Seminar Committee	Dr.Prakash.P.K	EEE	
24	Internship /Technical Seminar Committee	Prof. Dharshan B. G.	ME	

25	Purchase/Resource Sharing Committee	Dr. Shivanna	ME	Shi
26	Cultural / Faculty Club Committee	Prof. Vishwanath B. R.	ME	V
27	Feedback System Committee	Prof. Naveen .N	CSE	N
28	Newsletter/Magazine/Exhibition Committee	Dr. Anasuya N. J.	CSE-AIML	Ana
29	Career Guidance/Placement Training Committee	Prof. Somashekar	T&P	Soma
30	Student Counselling/Class Committee	Dr. Bhagya.P	ECE	Bh
31	Professional Bodies / Department Forum Activities Committee	Prof. Shashi Ranjan.	ECE	Sh
32	R&D/Incubation /Start Ups Committee	Dr. Arun Magadum	ME	Arun
33	ARIIA/ATAL /NIRF Committee	Dr. Manjunathswamy B.E.	CSE	Man
34	EDC / IPR Committee	Prof. Rekha.S	AI&DS	Rekha
35	IIC / Funded Projects Committee	Dr. Shivakumar Dalali	CSE	Shiva
36	Conferences/Publications Committee	Dr. Manjula.S. D	MATHS	Manjula
37	Mini Project Committee	Dr. Chandrashekar N. S.	ECE	Chandra
38	Main Project Committee	Dr. Venugeetha Y.	CSE	Venugeetha

R. L. Ramu
 Director-IQAC 16/9/2022
 Director - IQAC
 Don Bosco Institute of Technology
 Mysore Road, Kumbalagodu
 Bengaluru-560 074

Principal
 16/9/2022
 Principal
PRINCIPAL
 Don Bosco Institute of Technology
 Kumbalagodu, Mysore Road,
 Bengaluru - 560 074.



Don Bosco Institute of Technology, Bangalore
(NBA* & NAAC Accredited Institution)
DEPARTMENT OF RESEARCH AND DEVELOPMENT



DBIT/R&D/OFF/2023/June/06/02

Date:24-06-2023

NOTIFICATION

As Per the direction of Dean & Director and IQAC Director, the following members are nominated for the Intellectual Property Right(IPR) Committee to work under the IQAC Guidelines for the academic year 2022-23.

Sl. No	Name of the faculty	Designation	Department	Role	Signature
1.	Dr. K R Nataraj	Dean & Director	R & D	Chairman	
2.	Mrs. Rekha S	Asst. Professor	AI & DS	Convener & Member	
3.	Dr. Manjunathswamy B E	Assoc. Professor	CSE	Member	
4.	Dr. Ashwath Narayana B S	Assoc. Professor	ECE	Member	
5.	Dr. Rajashekar Patil	Professor	ISE	Member	
6.	Dr. Arun Magadam	Assoc. Professor	ME	Member	
7.	Mrs. Ramyashree	Asst. Professor	EEE	Member	
8.	Mr. Gobinath S	Asst. Professor	CE	Member	
9.	Dr. Manu K S	Assoc. Professor	AL & ML	Member	
10.	Mr. Shivalingappa	Asst. Professor	MBA	Member	

Convener

IQAC Director 24/6/23

Dean & Director
R & D



Don Bosco Institute of Technology, Bangalore
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DEPARTMENT OF RESEARCH AND DEVELOPMENT



NOTIFICATION

Sl. No	Name of the faculty	Dept.	Role	Mobile No.	Email-id
1.	Dr. K R Nataraj	R & D	Chairman	9916065415	director_research@dbit.co.in
2.	Mrs. Rekha S	AI & DS	Convener & Member	9741543334	rekha.msn@gmail.com
3.	Dr. Manjunathswamy B E	CSE	Member	9686300554	manjubee412@gmail.com
4.	Dr. Ashwath Narayana B S	ECE	Member	807396657	ashwey619@gmail.com
5.	Dr. Rajashekar Patil	ISE	Member	8277631826	pvsmsr2@gmail.com
6.	Dr. Arun Magadam	ME	Member	9449772530	arunmagadam@dbit.co.in
7.	Mrs. Ramyashree	EEE	Member	9741739325	ramyashree.hp@dbit.co.in
8.	Mr. Gobinath S	CE	Member	9092327244	sgobinath@dbit.co.in
9.	Dr. Manu K S	AL & ML	Member	8095377275	drmanuks@dbit.co.in
10.	Mr. Shivalingappa	MBA	Member	9632385256	shivalingappa6@dbit.co.in

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9	Dr. Manu K S	AL & ML	Member	8095377275	drmanuks@dbit.co.in
8	Mr. Gobinath S	CE	Member	9092327244	sgobinath@dbit.co.in

Dean & Director
R & D

[Signature]
1000 Director R & D

[Signature]
1000 Director



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DEPARTMENT OF RESEARCH AND DEVELOPMENT



DBIT/R&D/OFF/2023/July/08/01

Date:08-07-2023

CIRCULAR

As per the guidelines of Dean & Director, R & D and IQAC Director, it is proposed to conduct Intellectual Property Right(IPR) Committee meeting for the academic year 2022-23(Even Semester) on 15-07-2023 at 11:30AM in the Dean & Director, R & D office.

Agenda:

1. To effectively plan awareness sessions among faculties and students about innovative work and publications.
2. To discuss about Incubation Centre in the campus which provides great opportunity for young budding entrepreneurs.
3. To organize Workshop/Seminar on IPR/EDC, start-up practices.

Committee Members:

Sl.No	Name of the faculty	Designation	Department	Role	Signature
1.	Dr. K R Nataraj	Dean & Director	R & D	Chairman	
2.	Mrs. Rekha S	Asst. Professor	AI & DS	Convener & Member	
3.	Dr. Manjunathswamy B E	Assoc. Professor	CSE	Member	
4.	Dr. Ashwath Narayana B S	Assoc. Professor	ECE	Member	
5.	Dr. Rajashekar Patil	Professor	ISE	Member	
6.	Dr. Arun Magadam	Assoc. Professor	ME	Member	
7.	Mrs. Ramyashree	Asst. Professor	EEE	Member	
8.	Mr. Gobinath S	Asst. Professor	CE	Member	
9.	Dr. Manu K S	Assoc. Professor	AL & ML	Member	
10.	Mr. Shivalingappa	Asst. Professor	MBA	Member	

Convener

IQAC Director 08/7/23

Dean & Director
R & D



Don Bosco Institute of Technology, Bangalore
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DEPARTMENT OF RESEARCH AND DEVELOPMENT



DBIT/R&D/OFF/2023/July/15/02

Date: 15-07-2023

Minutes of meeting

Intellectual Property Right(IPR)/ Entrepreneurship Development cell(EDC) committee meeting was held on 15-07-2023 at 11:30AM. The following are the outcomes of the meeting

- To encourage students towards innovative work and publications, Management is supporting them with the registration fee for the publications.
- It was decided in the meeting to organize workshops/seminar on IPR practices by all engineering and MBA departments to fulfil their committee responsibility.
- It was instructed to all the coordinator and they agree to motivate the student's community to become a peer innovator.
- The members of all the departments agree to encourage students to come-up with new Innovations.
- The members of all department agreed to recommendations from IPR.
- The members of all department agreed to plan certain awareness sessions among student community about IPR related information.

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2.	Mrs. Rekha S	Asst. Professor	AI & DS	Convener & Member	
3.	Dr. Manjunathswamy B E	Assoc. Professor	CSE	Member	
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5.	Dr. Rajashekar Patil	Professor	ISE	Member	
6.	Dr. Arun Magadam	Assoc. Professor	ME	Member	
7.	Mrs. Ramyashree	Asst. Professor	EEE	Member	
8.	Mr. Gobinath S	Asst. Professor	CE	Member	
9.	Dr. Manu K S	Assoc. Professor	AL & ML	Member	
10.	Mr. Shivalingappa	Asst. Professor	MBA	Member	

Convener

IQAC Director 12/7/23

Dean & Director
R & D



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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 08-09-2022 03:00PM- 03:30PM	Duration: 30 Minutes	
Location: HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Regarding open elective we are offering two now ie., EV and EEC&E
- 2) Thanks for preparing NBA ppt which was presented two days before
- 3) Academic audit will start from monday, so keep ready with course files and also stock verification will be done
- 4) Regarding Ability enhancement course discussion for new scheme
- 5) List of students who are doing internship to be done, report to be submitted on daily basis by students to the respective guides
- 6) Regarding Contents out of syllabus in lab as well as theory
- 7) Discussion of putting CO and RBTL in attendance register

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mr. Hemanth Kumar S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE
Head of the Department
Dept. of Electrical & Electronics Engg.
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 22-09-2022 12:30PM- 01:10PM	Duration:40 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Regarding proctor book updates and get it signed from HOD, Principal sir
- 2) Regarding mini project working model as discussed with Dean-Academics Sir, be ready for it
- 3) Regarding strength of present 7th sem students is less, what to be done for improving? Do update weekly attendance every monday before 11AM
- 4) Informing parents about their wards if they are absent for continuous 2-3 days
- 5) Conduction of classes for even one student also
- 6) Students whoever comes late 1st hour after 9:10AM 1st hour taking faculty to send the students for entering in late comer book with USN and Name, of he/she is late for 3 continuous days, attendance will not be given
- 7) Students will be entered to the lab only if they have 60% attendance in theory
- 8) Submission of registration forms of 7th sem
- 9) Regarding open elective subject discussion
- 10) Make documents ready for NBA which will be visiting as soon as possible
- 11) All faculty take your project batch report and internship report

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mr. Hemanth Kumar S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 26-09-2022 12:30PM- 01:00PM	Duration:30 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Regarding BEE lab exam schedule discussion
- 2) Regarding scheme and solutions discussion of last three years
- 3) Internship for 3rd sem discussion

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mr. Hemanth Kumar S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 13-10-2022 05:30PM- 05:50PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Avoid taking of OOD and CL for 1 month until NBA visit gets completed.
- 2) Pilli Sir will be coming from Monday (i.e., 17-10-2022), so be ready as per criteria requirements
- 3) Thanking Hemanth Sir and Asma Madam for making Internship for 3rd sem successful
- 4) By next week skill lab will be ready and shifting of blue books from skill lab
- 5) Replace all single sided sheets for documents by fresh sheets for NBA documentation
- 6) Timings for Ladies is upto 6PM and gents may be later upto Completion Of NBA visit
- 7) Submission of attendance registers of previous years to Prakash Sir
- 8) Do the lesson plan for each subject and share to the students

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mr. Hemanth Kumar S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE

Head of the Department
Department of Electrical & Electronics Engg
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 24-10-2022 10:00AM- 10:40AM	Duration:40 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Thankyou for all faculty for coming to college during diwali because of NBA
- 2) Any work pending in all criterias, update it
- 3) Do submit the attendance registers of previous semesters
- 4) Slow Learners and Fast learners to be shown in attendance register also
- 5) For 3 credits subjects classes to be shown as minimum 40 for 4 credits subjects classes to be shown as minimum 50
- 6) Innovative teaching like microsoft teams, zoom videos to be given
- 7) We have large box file and small box file, so put documents seperately on each file based on requirement
- 8) CL and OOD taken to be documented from academic 2019-2020 to 2021-2022
- 9) Self appraisal to be suited by each faculty for 2 academic years

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mr. Hemanth Kumar S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

24/10/22
Head **HOD-EBE** Department
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 23-11-2022 04:00PM- 04:30PM	Duration: 30 Minutes	
Location: HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Make ready Regarding project of 2022 batch to be converted into springer paper for international conference which will be held on Dec 3rd and 4th 2022
- 2) Campus monitoring from EEE dept is appreciated by principal sir
- 3) weekly attendance to be updated as per semester wise and inform the parents about their wards attendance status
- 4) About college fees updation of 3rd, 5th and 7th sem as per list
- 5) Arrange PTM on 26-11-2022 for 5th and 7th sem
- 6) First year subjects hasn't been confirmed, will be informed later
- 7) First hour handling faculty should go to class exactly at 9AM

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE

23/11/22

Department
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 06-12-2022 10:30AM- 11:10AM	Duration:40 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Preparation of NBA report, if any changes to be done
- 2) Congratulations to all faculty for making admissions of AY2022-23 above 50%
- 3) Inform students to apply for KSCST for final year project, send them the format of KSCST
- 4) Regarding college fees updation of 3rd, 5th and 7th sem students
- 5) Update IA marks, weekly attendance compulsorily
- 6) Submit IA QP's along with scheme, assignment QP's
- 7) Campus monitoring duty to be done compulsorily
- 8) All faculty should apply for membership in IEI wherein half amount will be given by college
- 9) Gives notes to students in soft copy and do upload in website
- 10) Show the notes to HOD and get it signed of individual subject handled by faculty after completion of each module
- 11) Assignment questions to be given from overall question bank

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

6/12/22
HOD-EEE

Head of the Department
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 15-12-2022 04:00PM- 04:30PM	Duration:30 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Students registration for VTU from 15th to 23 december 2022 for 3rd, 5th and 7th sem
- 2) Students college fees to be collected as soon as possible(all semesters) by informing to their parents
- 3) Tomorrow afternoon Principal sir has given permission for freshers party in old Machines lab
- 4) This saturday(i.e., 17-12-2022) there is a technical talk on embedded systems especially for 7th sem students in MBA seminar hall
- 5) Re- Allocation of NAAC criteria wise and document wise details to be same as of NBA documents
- 6) Today is the last date for KSCST with title

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

15/12/22
HOD-EEE

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 24-01-2023 09:10AM- 09:40AM	Duration:30 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Follow up of college fees from 7th, 5th and 3rd sem students
- 2) Do submit the updated proctor books to HOD sir
- 3) Follow the proper dress code
- 4) Papers publication to be done for AY 2022-23 in standard international journal before may
- 5) CO-PO mapping for respective subjects to be done
- 6) Do submit the notes written for the new subjects taken which is to be signed by HOD

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

24/01/23

HOD-EEE

Head of the Department

Dept. of Electrical & Electronics Engg.

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 10-03-2023 04:30PM- 04:50PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) NBA meeting was held in Delhi for re-appeal, everything went well
- 2) IQAC academic audit will be from next week, so be ready with all documents
- 3) Subject allotment will be done by tomorrow or monday for 6th sem and 4th sem
- 4) Update weekly attendance for 3rd sem and 8th sem and to be observed by class teacher
- 5) Technical Seminar, Project phase-2, to be done for 8th sem students, rigourously to be done for students

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

HOD-EEE

Head of the Department

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 27-03-2023 04:00PM- 04:30PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Congrats to all faculty for getting 675 marks in NBA
- 2) Faculty who are free on 29-03-2023 should attend the webinar and small report to be made on that hosting by Intel company
- 3) Conduct classes for diploma students(3rd sem) upto 13th April 2023
- 4) Take student list for improvement test of 3rd sem only for genuine reasons
- 5) This friday 31-03-2023 for final year students there is a orientation program from pentagon space, all mentors, project guides, class teacher to inform mentees to attend compulsorily especially for unplaced students
- 6) All 3rd,6th and 8th sem students to attend and register the spoken tutorial conducting by IIT Bombay
- 7) IEEE membership offered for 1000Rs only for students and research scholars
- 8) Paper to be published in International Journals for 2022-23 AY
- 9) Tomorrow again there will be academic audit check for pending works

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 30-03-2023 12:45PM- 01:00PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Status of Final year project and let them start doing the paper
- 2) status of last year batch paper
- 3) Let the students present their project in the project presentation in various colleges
- 4) certificates are needed for NAAC and NBA outside college

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 18-04-2023 04:00PM- 04:20PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Status of project work progress, should participate in project expo, atleast 1 certificate in any project expo
- 2) Inform students to start with making of final report
- 3) For 8th sem 2nd IA is 20th and 21st April 2023, 3rd IA is on May 12th and 13th 2023, for 6th sem 1st IA will be from 24th to 26th April 2023
- 4) April 27th and 28th 2023 will be the final phase for project review
- 5) Tomorrow there is drive from cadmaxx(core company), mentors and class teacher to encourage students to attend

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 26-04-2023 12:10PM- 12:30PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Two technical seminars will be on 29th April and 06th May 2023, all students to attend compulsorily
- 2) Industrial visit for 6th and 8th sem on 27-04-2023
- 3) Industrial visit for only 8th sem on 03-05-2023
- 4) Final Project report draft copy to be submitted before 28th April 2023

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 17-06-2023 12:50PM- 01:10PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) LIC visit will be there in forthcoming week- updation of bluebooks, lab record, IA sheets of last year AY, current semester also
- 2) AICTE activity points documents to be kept ready
- 3) skill lab documents to be kept ready
- 4) Open source software details to be kept ready
- 5) Research scholar and guide details to be kept ready
- 6) Only 3 IA will be given for 4th and 6th sem students
- 7) Sharmila Mam, Padma Madam, Santhosh Sir, will be NBA dept coordinators for AY 2023-24,dept files to be updated
- 8) Lesson plan to be shared to students
- 9) Last academic year paper publication to be ready which is not published
- 10) Work to be started for going to university, Aim and objective of University, courses offered by electrical department in UG and PG
- 11) Update weekly attendance,latecomers to be entered in register

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

17/6/23
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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 23-06-2023 04:20PM- 04:50PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) About paper publication for last AY 2021-22
- 2) what about aim, objective defining for becoming university
- 3) keywords for writing objective- entrepreneurship, research, pedagogy, holistic development, social responsibility and sustainability
- 4) These keyword in whole to be covered in one sentence for writing aim for becoming university
- 5) why to offer the course from dept and what is the market demand(for ex: b.tech in electrical engg, b. tech in electrical and computer science engg)
- 6) priority of course based on demand of offering course from dept
- 7) Justification to be given in one page why you have offered the course

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 26-07-2023 03:30PM- 03:50PM	Duration:20 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) Detailed report of dept which includes milestones, student list, faculty list, detailed result analysis, placement record, MOU, IV, outside participation by students, Faculty attended fdp, achievements by students & faculty, project, lab setup to be given for management batch wise
- 2) 2017-21: ARH, Asma, 2016-2020:PKP, RKV, RS, 2015-19: RHP, SIA, RSK, 2014-18: PVK, RSS, SAS batchwise allotment
- 3) NBA files to be updated
- 4) Weekly attendance to be updated every monday
- 5) Drop the message to parents regarding their ward continuous absence to class by mentor

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Raveendra R	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 04-08-2023 03:45PM- 04:15PM	Duration:30 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) 2017-21: ARH, Asma, 2016-2020:PKP, RKV, RS, 2015-19: RHP, SIA, RSK, 2014-18: PVK, RSS, SAS batchwise allotted academic files updates
- 2) Every Thursday meeting with Chairman regarding dept status
- 3) Some students are coming late for the class, not attending other classes also, allow them and let them register in late coming register
- 4) Absentee list at 9:10 AM and 11:15AM to be given to principal office daily
- 5) Faculty to be present 5minutes before to the next class, engage the class as per timetable
- 6) While mentoring to students be in dignified manner and talk politely to mentees
- 7) Every year all faculty to do with 2 scopus indexed papers
- 8) Tomorrow there is a PTM for 4th sem students and it is compulsory

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

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Department of Electrical & Electronics Engineering

MINUTES OF MEETING

Date & Time: 12-08-2023 12:45PM- 01:00PM	Duration:15 Minutes	
Location:HOD Cabin	Meeting called by : Dr Anguraja R	Note Taker & Compiler: Mr. Rajath Shankar P.S

Agenda in Detail:

- 1) From Principal and Management appreciation for involving in NBA,NAAC work for all faculty to the department
- 2) Register for MLC graduates constituency by filling form with 2 photos and degree certificate
- 3) Forum day to be celebrated wherein mini project to be presented especially by 4th sem students after 2nd IA, awards will be given for students
- 4) We have to work for NIRF related works also

Faculty Name	Signature
Dr. Anguraja R	
Dr. Prakasha P.K	
Dr. Ramesh Kumar V	
Mrs. Sulochana I Akkalkot	
Mrs. Sharmila R.S	
Mrs. Padmashree V Kulkarni	
Mr. Rajath Shankar P.S	
Mr. R Santhosh Kumar	
Mrs. Sneha A S	
Mrs Asma	
Mrs. Akshatha R Hegde	
Mrs Ramyashree H.P	

14/8/2023
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