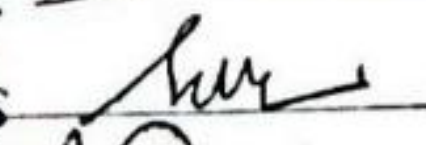
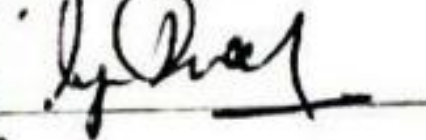
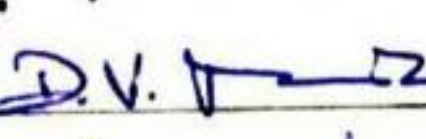
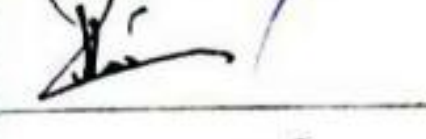
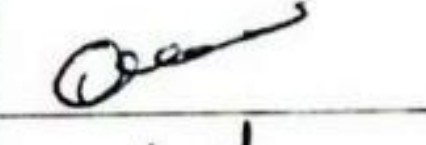
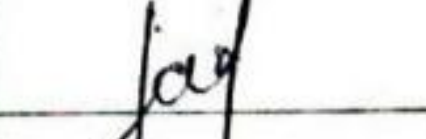


DATE: 1417118 PAGE:

Agenda of the meeting.

- 1> Recognising 2nd yr & 3rd yr
- 2> time table
- 3> lab procurement for 1st yr
- 4> about vacation
- 5> induction program-1st yr
- 6> Students Counselling

Members of the meeting.

SL NO	Members	Designation	Signature
1.	Dr. Peter Fernandez	Principal	
2.	Dr. Dattathreya	Dean Planning	
3.	Dr. Basavaraj B.	Dean Academics	
4.	Dr. Praveen J.	Dean Academics	
5.	Dr. Manjunath D.V.	H.O.D.	
6.	Dr. Manjunath Kotani	H.O.D.	
7.	Dr. Harish Anand	H.O.D.	
8.	Prof. Ajith Hebbar	H.O.D.	
9.	Prof. Jayanth Kumar	H.O.D.	

Minutes of the Meeting

- (11) Reopening of 3rd yr and 2nd yr students will be on 30/July/2018. on the same day orientation has to given to all the students

Information of Department - All activities will be
informed to students

Details of ALBA will be disseminated to Students

Also it was discussed about the training program for 2nd yr and 3rd yr students during orientation

- (2) Time table of the all department should ready before the 30/July/2018

(3) Discussed about Lab Equipment for the 1st yr according to the VU prescribed syllabus

(4) The induction program will be scheduled on the day of opening - 1st yr students

(5) The vacation for staff ^{await the vacation} ~~will be~~ ~~conducted~~ from 17/7/18 to 27/7/18. Two slots are made
1st Slot - will be from 17/7/18 to 21/7/18 &
2nd Slot - 23/7/18 to 27/7/18.

(6) Students are counselled on regular basis depends upon the situation.

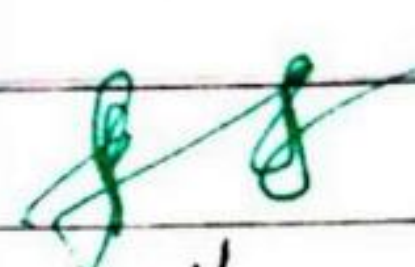
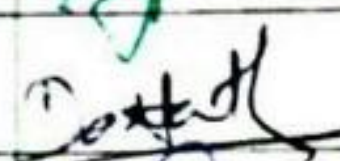
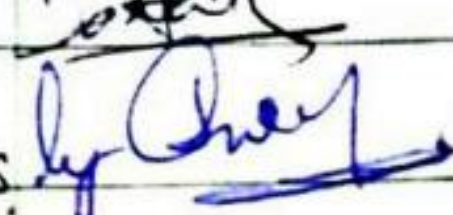
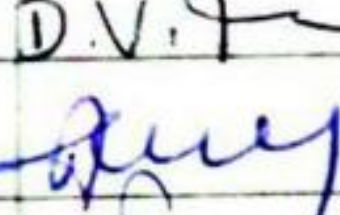
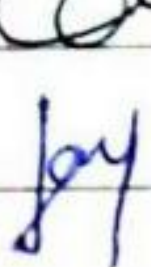
Meeting Conducted on 28/7/18.

DATE: 28/7/18 PAGE:

Agenda of the Meeting

1. Reopen of College for II & III yr.
2. Induction Program for II yr.
3. IEEE Conf Sponsorship.
4. On Going activity in Hall.
5. Calendar of Event.
6. NBA/NAAC works.

Members of the Meeting

SL No.	Members	Designation	Signature
1.	Dr. Peter Fernandes	Principal	
2.	Dr. Dattatraya	Dean Planning	
3.	Dr. Praveen S.	Dean Academics	
4.	Dr. Manjunath D.V.	H.O.D, EC	
5.	Dr. Manjunath Kotani	H.O.D, CSE	
6.	Dr. Harish Anand	H.O.D, ME	
7.	Prof. Ajith Hebben	H.O.D, CV	
8.	Prof. Jayanth Kumar	H.O.D, ISE	

Minutes of the Meeting.

1) Reopening of ODD Semester for 2nd year and 3rd year BE students on 30th July 2018.

2) 2nd year & 3rd year all the Branches time table should be ready before 29th July 2018 and same should be displayed in respective dept notice board and outside the class room notice board.

3) Orientation or Induction Program to be conducted in respective department by the HODs, Senior faculty by highlighting following points.

- *> No of PhD Staff in the Dept.
- *> No of ongoing PhD Staff in the Dept.
- *> Experience of the teaching faculty.
- *> Research activities on going in the department.
- *> No of paper publication by the Staff & Students.
- *> Additional lab facility in the dept.
- *> Forum activity to be carried in the dept.
- *> No of MOU by the Institution.
- *> Industrial visits.
- *> Internship.
- *> Mini-Project.
- *> Gate Coaching.
- *> Placement.
- *> Pre-placement activity.
- *> Technical talks.
- *> Certification program.

4) Highest paper publication by the student from the each dept will be recognized.

5) If necessary addition program to be introduced in the dept.

6) Proper conduction of Teacher-Gardian Scheme.

- 7) V-Sem Student Project Group should be finalized within 10 months.
- 8) During the VII-Sem itself 50% of the final project should be completed.
- 9) Dean Academic should prepare template which contains Student Parents / Relations details.
- 10) Dean Planning should enhance the on going activity with the existing MAAs.
- 11) Dean Planning should prepare IEEE Conference Sponsorship template and circulate to all the HODs.
- 12) Preparation of the calendar of events.
- 13) Progress works of NBA & NAAC.

By Dr. Praveen J
(Dr. Praveen J)

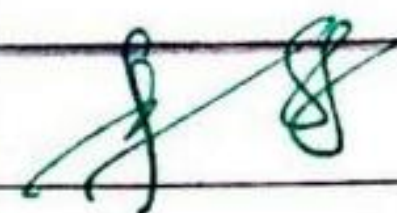
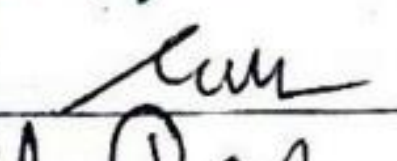
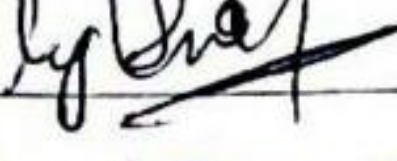
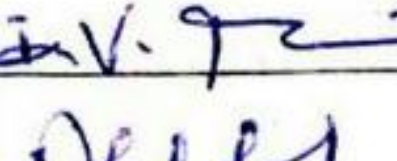
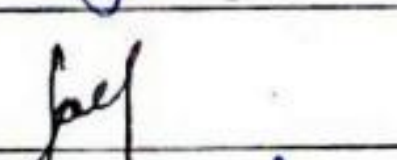
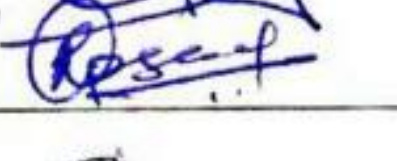
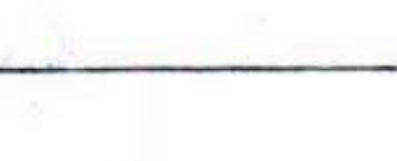
Meeting Conducted on 06/8/18.

DATE: 06/8/18 PAGE:

Agenda of the Meeting

"Induction Program for 1st year
Fresh Engineering Students scheduled
on 08.08.2018."

Members of the Meeting

Sl.	Members	Designation	Signature
1.	Dr. Peter Fernandes	Principal	
2.	Dr. Basavaraj B.	Dean Academics	
3.	Dr. Pinaveen J.	Dean Academics	
4.	Dr. Manjunath D.V.	H.O.D., ECE.	
5.	Dr. Manjunath Kotari	H.O.D., CSE.	
6.	Dr. Harish Anand	H.O.D., ME.	
7.	Prof. Ajith Hebben	H.O.D., CV.	
8.	Prof. Jayanth Kumar	H.O.D., ISE.	
9.	Dr. Ravi Kumar	H.O.D., Chemistry	
10.	Dr. Ramprasad	H.O.D., Physics	
11.	Prof. Prameela S. Konde	H.O.D., Maths.	

Minutes of Meeting:

1. Principal asked all the HOD's to add departmental details like Research, strength of the Dept, departmental activities to the common PPTs sent by Dr. Basavaraj about & after incorporating the above he asked to send it back to Dr. Basavaraj & after correction of PPTs by Dr. Basavaraj he will send the final PPTs to all HODs.

2. Principal asked Chemistry HOD to send the details ^(Schedule) of Familiarization of Depts & college to all HOD's

3. Details of Induction Program of Fresh Engineering Students (Schedule) is also below.

1. 08.08.18 11.30 Inauguration Program ^{in Auditorium} followed by lunch on Top Floor of Mechanical Department.

2. On 08.08.18 Afternoon Familiarization of college to the students.

3. From 09.08.18 onwards Till 30.08.18 Induction Program as per the University & AICTE guidelines.

4. From 31.08.18 onwards Regular classes commenced for 1st year students.

5. HOD's have to present the departmental Activities, Strengths to the 1st Year in 1 @ 2 sessions of Induction Prog.

6. On 08.08.18 ^{Afternoon} A HOD's have to Address 1st year students & deans & Principal will address the parents.

Stage Program

Duty allotment for Inauguration
On 08.08.18

1. MC - Prof. Kumari Shruti ECE
2. Welcome address : Dr. Manjunath Korti CSE
3. Brief College Report : Principal
4. Guest Introduction : Prof. Jayantha Rahod ISE
5. Stage Preparation : CSE Dept.
6. Food committee : ECE Dept.
7. Hospitality : ME Dept.
8. Vote of Thanks : Prof. Ajeetu Hebbar
Civild. Dept.

(J.V. )

Dr. Manjunath Korti

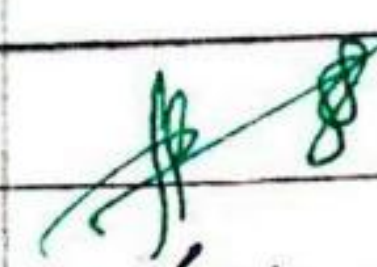
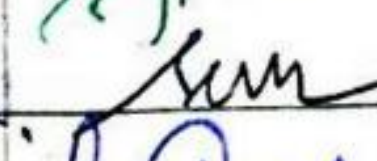
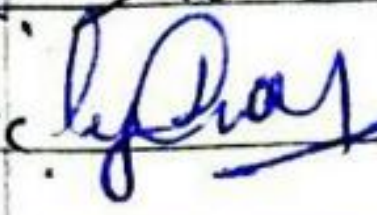
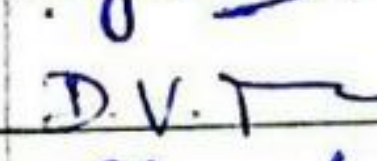
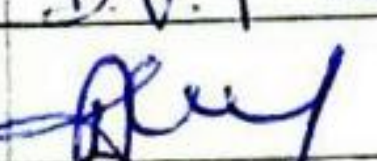
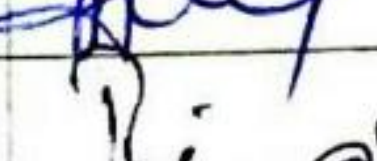
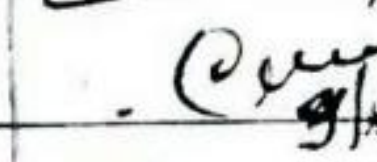
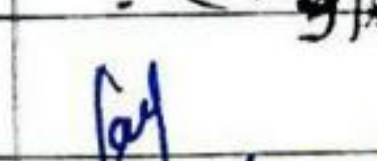
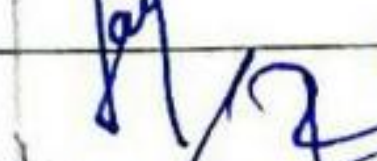
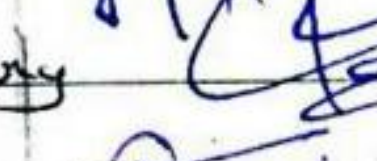
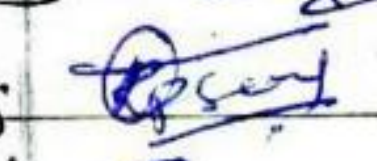
Dept. ECE H-2

ran.

Agenda of the Meeting

1. Workload & class coordinators duties
2. NBA & NAAC
3. Review papers
4. Project Group

Members of the Meeting

Sl.	Members	Designation	Signature
1.	Dr. Peter Fernandes	Principal	
2.	Dr. Basavaraj B.	Dean Academic	
3.	Dr. Pinaveen J.	Dean Academic	
4.	Dr. Manjunath D.	H.O.D. ECE	
5.	Dr. Manjunatha Kotari	H.O.D. CSE	
6.	Dr. Harish Anand	H.O.D. ME	
7.	Prof. Ajith Hebbur	H.O.D. CV	
8.	Prof. Jayanth Kumar	H.O.D. ISE	
9.	Dr. Ravi Kumar	H.O.D. Chemistry	
10.	Dr. Ramaprasad A.T	H.O.D. Physics	
11.	Prof. Prameela S. Konde	H.O.D. Maths	
12.	Dr. R. Winton Perez	H.O.D. MBA	

Minutes of Meeting

1. Principal asked all HOD's to submit the work load of all faculty.
2. class coordinators need to monitor the students in terms of all academic progress.
3. All group need to submit the Review paper before March/April 2019. faculty should monitor it properly.

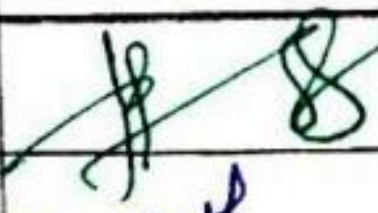
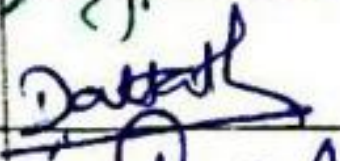
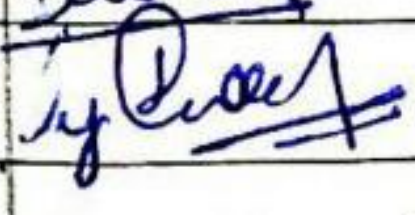
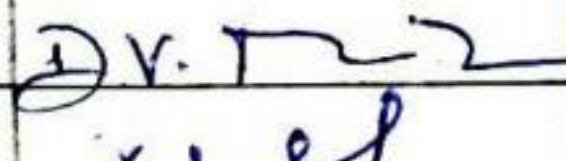
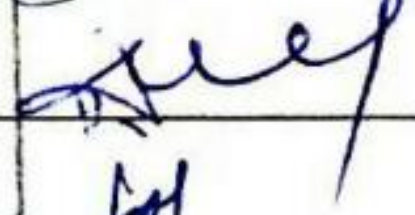
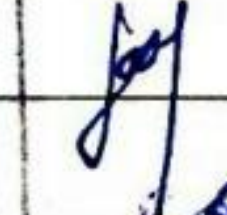
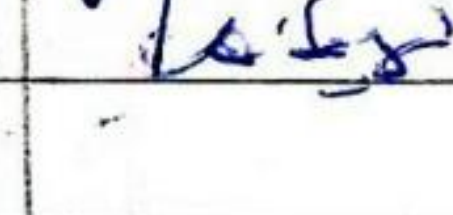
4. Discussed to draft copy of NAC & NAA
5. ~~Discussed~~ Discussed about 1st year dept. cnts and how to improve the academy
6. Discussed about Independence day.
7. Discussed about projects of students, slow learners and minority
8. Discussed about calendar of events
9. Discussed about project funding

9/8/18

Agenda of the Meeting.

1. Directors of BIT-Alkhabad - Visit to AICTE-22/8/18
2. Preparing individual department report & AICTE report

Members of the Meeting.

Sl	Members	Designation	Signature
1.	Dr. Peter Fernandes	Principal	
2.	Dr. Dattathreya	Dean Planning	
3.	Dr. Praveen J.	Dean Academic	
4.	Dr. Manjunath D.V.	H.O.D, ECE	
5.	Dr. Manjunath Kotari	H.O.D, CSE	
6.	Prof. Jayanth Kumar	H.O.D, ISE	
7.	Dr. Clare Elizabeth Menaca	Associate Prof. CMBD	

Minutes of Meeting

1. Principal informed that Directors of BIT, Alkhabad will be visiting college & Department on 22/8/2018.
2. Also informed all HOD's to prepare individual department strength and Plan Area reports and asked to submit it to Mrs. Clare, MBA, Dept on or before 17/8/2018. for further refinement.
3. Principal informed that Directors will be visiting dept on 22/8/2018. Meeting will be held with all HOD's & Deans at 10am and meeting with Teachers at 11am.
4. Each department to highlight on MOU's, Research, Internship, Faculty Exchange Student Exchange etc.
5. Director's will be interacting with students on 23/8/2018