

K.S.GROUP OF INSTITUTIONS
K. S. SCHOOL OF ENGINEERING & MANAGEMENT
DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING
MINUTES OF THE MEETING

Date: 6/11/2019

Day: Wednesday

Time: 12:40 to 1:10 pm

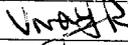
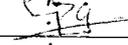
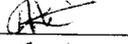
AGENDA AND DISCUSSION OF THE MEETING

With reference to The Principal's meeting with the HOD held on 6/11/2019 the following points were discussed with the ECE faculties,

1. Faculty members along with lab technician should submit the list of components required for their respective lab along with requirements of servicing of equipments.
2. Respective class teachers should collect VTU exam fees paid receipt from students.
3. Respective class teachers should take staff feedback II for the present semester from students.
4. Placement activity for 1st semester students is scheduled from 6th to 9th November 2019.
5. Time Table for Lab IA and VTU lab exam needs to be prepared by the respective coordinator.
6. Lab IA for higher semester is scheduled from 21st to 23rd November 2019.
7. IA-III for higher semester is scheduled from 25th to 27th November 2019. Average IA marks (Both Theory and Lab) should be finalized by 30th November 2019.
8. IA-III for First semester is scheduled from 9th to 11th December 2019.
9. Attendance for higher semester need to be finalized at the earliest.
10. English training classes for 1st year students is scheduled daily from 4 to 6:30 PM from next semester.
11. One week to ten days of Vacation will be given to faculty members at the end of January 2019 . In case of emergency faculty should report to college during vacation.
12. All faculty members should compulsorily register for PhD (if not registered yet).
13. 16th December 2019 is the last date to submit KSCST project proposal.
14. Faculty members should submit project proposal for VGST.

HOD

Teaching Faculty:

Sl. No.	Name of the Faculty	Signature	Sl. No.	Name of the Faculty	Signature
1.	Dr. Karthik P		14.	Mrs. Gunasheela T J	
2.	Dr. Dushyanth N D		15.	Mr. Puneeth S	
3.	Mr. Sanjay Nayak		16.	Mr. Vinay R	
4.	Mr. Senthil Babu		17.	Mr. Syed Waseem Tabraiz	
5.	Mr. Sasindran M Prabhu		18.	Mrs. Shilpa A P	
6.	Mr. Gopalakrishna Murthy C.R.		19.	Mrs. Kripa	
7.	Dr. Kishore M		20.	Mrs. Deepa B Bhangji	
8.	Mrs. Shanthala G M	CL	21.	Ms. Zaiba	
9.	Mr. Manu D K				
10.	Mrs. Shalini Shravan				
11.	Mr. Arun Kumar M				
12.	Mr. Ravikiran B A				
13.	Mrs. Renuka V Tali				

Non Teaching Faculty:

Sl. No.	Name of the Faculty	Signature
1.	Mr. Raju	
2.	Mr. Manoj D	
3.	Mr. Anil Kumar	
4.	Mrs. Tharani N	-