



BOARD OF STUDIES (BoS) MEETING - ECE Department



MEETING MINUTES-1

MEETING DETAILS:

Meeting	BoS Meeting	Date	Friday, 16/08/2024
Chairperson	Prof. Pavitha P P, HoD	Venue	HoD's Chamber
Afternoon Session	Commencement: 2.00 pm	Adjourned:	3:30 pm
Reference	ECE/BoS/24/001	Minutes Approved by	HoD, ECE department

ATTENDANCE: - (Hybrid Mode)

Attendees			
S. No.	Name	Member details	Signature/ Remarks
1	Prof. Pavitha P P	HoD, ECE Department (Chairperson)	
2	Dr. J. Charles Pravin	Academic Council Nominee-1	Attended online
3	Dr. K Bhanu Rekha	Academic Council Nominee-2	Attended online
4	Dr. Pradeep R	VC- KTU Nominee	Attended online
5	Mr. Sunil Madhava Pai	Industry representative nominated by Principal	Not Attended
6	Vishal Vijayan Nair	Alumni Representative nominated by Principal	Attended online
7	Ms. Ambika Sekhar	Assistant Professor	
8	Ms. N.R.Saritha	Assistant Professor	
9	Mr. S.Sabi	Assistant Professor	
10	Ms. Jasmin Basheer	Assistant Professor	
11	Ms. Pooja S.Mohan	Assistant Professor	
12	Ms. T.R. Sangeeta	Assistant Professor	
13	Ms. Chinchu.S	Assistant Professor	
14	Mr. Hari S.	Assistant Professor	

DISCUSSIONS:

INTRODUCTION:

A Board of Studies (BoS) meeting was held in Hybrid mode on 16/08/2024 at 2pm in HoD's chamber. The Head of Department welcomed all BoS members to the first Board of Studies meeting. The Chairperson emphasized the importance of the meeting in framing the curriculum and syllabus in alignment with the guidelines provided by Kerala Technological University (KTU). The following matters were conveyed and discussed. The discussions and decisions are presented below.

Discussions and Decisions	Implementation/Follow-up by	Due Date
1. The Chairperson, Prof. Pavitha P P has given a brief introduction about the institution and the department of Electronics & Communication Engineering.		
2. The Chairperson, Prof. Pavitha P P presented the proposed B.Tech curriculum from Semester I to Semester VIII based on new regulation of KTU (2024 Scheme) for the academic year 2024-2025.		
3. The chairman informed the board that the department following the KTU 2024 Curriculum and syllabus for the Electronics & Communication engineering program in this academic year 2024-25	Academic Council	
4. Prof T R Sangeeta & Prof. Jasmin Basheer presented the syllabus of Introduction to Electronics Engineering (Theory) along with Basic Electronics Workshop in semester I and Network Theory in semester II respectively including program objectives, course structure, syllabus content etc.	Prof T R Sangeeta & Prof. Jasmin Basheer (BoS Members)	
5. Prof. Ambika Sekhar presented M.Tech curriculum from Semester I to Semester IV based on new regulation of KTU (2022 Scheme) for the academic year 2024-2025.	Prof. Ambika Sekhar (BoS Member)	
6. BoS members highlighted that the new syllabus from KTU is well-structured and is similar to the curriculum followed in prestigious institutions following the same, which sets a high academic standard for the department and it, is better to continue this curriculum for the coming 4 years.	BoS members	
7. Members discussed about the curriculum for B.Tech Minor and Honour Degree Courses and regarding its credit details.	BoS Chairman	

8. Discussed the assessment methods, including the weightage of continuous assessment and end-semester evaluation specially for Project based learning (PBL) courses.	BoS Chairman	
9. The need for greater industry collaboration in designing the next version of the curriculum was emphasized.	BoS Chairman	
10. One of the members suggested to have Courses that emphasizes on research paper-based studies and evaluations.	BoS Chairman	
11. The Board decided to follow the same KTU curriculum (2024) for the UG program and the curriculum (2022) for the Postgraduate (PG) program in Electronics and Communication Engineering.	Academic Council	
12. It was resolved to submit the approved curriculum and syllabus to the Academic Council for final approval.	Academic Council	
13. The meeting concluded with a vote of thanks by Prof. Saritha N R to the Chairperson and all members for their active participation and valuable contributions and suggestions.		
HoD thanked all participants and the meeting was adjourned at 3:30 pm.		

REFERENCE DOCUMENTS				
S/N	File Name	File Type	# of pages	Reference No:
1.	Board of Studies (BoS) Constitution	MS Word	2	SBCE/Aca/506/2024
2.				
NEXT MEETING DATE				
Once in every Semester (Meeting Date will be decided later)				

****NOTHING FOLLOWS****