



# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



## Department of Electronics and Communication Engineering

VMTW/ ECE-DAC/CIR/01/2023-24/01

Date: 15-07-2023

Sub: Agenda for department academic committee meeting

This is to inform all the members of the department academic committee, a meeting is scheduled on 22-07-2023.

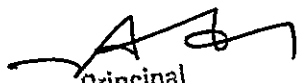
### AGENDA

1. Review of suggestions given in previous DAC minutes
2. Identifying the curriculum gaps by analyzing PO and PSO
3. Student workshops and seminars
4. Providing the guidelines to organize conferences and faculty development programs
5. Suggestions on value added / add-on programs
6. R & D and quality of research publications
7. Any other points with the permission of the chair

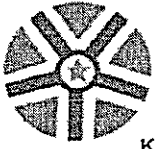
  
HOD- ECE

Cc: Principal office,  
Committee members,  
IQAC,  
Dept.file.

Head of the Department  
Electronics and Communication Engineering  
Vignans Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301

  
Principal  
Vignans Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301,  
Telangana State



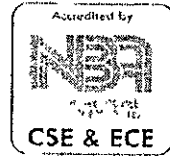


# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



## Department of Electronics and Communication Engineering

VMTW/ ECE-DAC/CIR/01/2023-24/02

Date: 22-07-2023

### MINUTES OF DEPARTMENT ACADEMIC COMMITTEE MEETING HELD on 22-07-2023.

The following members were present

SNo	Name	Designation	Signature
1	Mr. P Harikrishna	HOD -ECE	
2	Dr. Vijaykumar R Urkude	Professor	
3	Dr.SK Masthan Basha	Associate Professor	
4	Mr. T. Pullaiah	Associate Professor	
5	Mr. J Sunil Kumar	Assistant Professor	
6	Mrs.G Swathi	Assistant Professor	
7	Mr. K Jagdeswar Reddy	Sr.Data Scientist, Elegant Embedded systems Pvt Ltd,Hyderabad	
8	Dr. R Ramesh Babu	Professor,VBEC,Hyderabad	
9	Ms. K. Hothavya	Software Developer, Genpact (Alumni)	


HoD, ECE chaired the meeting and welcomed the committee members and briefed about the agenda of the meeting. After thorough discussions on the agenda points, the following are recommended by the committee.

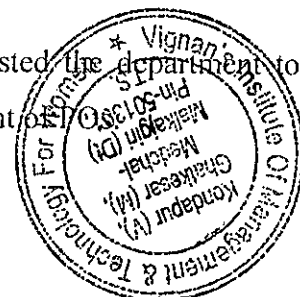
#### **Agenda Point 1: Review of suggestions given in previous DAC minutes.**

- Discussed about previous academic year DAC minutes suggestions and their action taken.

#### **Agenda Point 2: Identifying the curriculum gaps by analyzing PO and PSO.**

- Mr. P Harikrishna ,HOD ,shared the PO'S and PSO's attainment values for 2022- 2023 passed out batch. He said it is observed that all the Pos are attained the tag levels due to fixation of some target levels of Pos and PSOs.
- Dr. SK Masthan Basha ,Associate Professor,VMTW, suggested the department to execute more action plans through online process towards improvement of PO and PSO.

  
Principal  
Vignani's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (D)-501301,  
Telangana State





# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



## Agenda Point 3: Student workshops and seminars.

- Mr. P Harikrishna, HOD-ECE, VMTW was presented the list of workshops and seminars organized by the dept.of ECE. He explained the activities and functions of student support.
- Dr. R Ramesh babu suggested that to conducting more workshops on latest technologies like Embedded system, IoT, VLSI to bringing awareness on latest hardware developments.
- Ms. K. Hothavya, Alumni, suggested to imparted the training towards improving soft skills in campus recruitment training.

## Agenda Point 4: Providing the guidelines to organize guest lectures, Workshops and seminars.

- Dr SK Masthan Basha suggested to conduct the guest lecturer at least twice in a semester by inviting the adjunct professors on latest technologies like VLSI, Embedded system etc.
- Mrs. G Swathi advised to fill the gap between academia and industry by visiting the top core related industries.

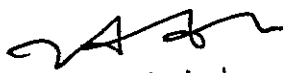
## Agenda Point 5: Suggestions on value added / add-on programs.

- Mr.Vijaykumar R Urkude advised to conduct more add on programs by experts on latest technologies to fill the gap between technology and industry.
- Dr. R Ramesh Babu suggested to faculty members and student to get the registration in NPTEL certification courses.

## Agenda Point 6: R &D and quality of research publications.

- Mr.Vijaykumar R Urkude advised to improve the faculty publications at least two referred indexed papers in reputed journals per academic year and also advised to have MoUs with research oriented companies.
- Formation of project groups is done such that each group has representation of students with varying academic merit from best to average i.e, from GROUP-A, GROUP-B and GROUP-C
- Project has to be carried out by a group of students in order to ensure participation of each student; The group size should be preferably 3 or at least 2 and not more than 4 students.
- Decide total number of feasible groups. Any left out student(s) should be randomly attached to any group.

## Agenda Point 7: Any other points with the permission of the chair.

  
Principal  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (D)-501301,  
Telangana State





# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



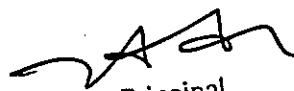
- The list of course file contents are placed before the committee and the committee ratified the topics without any change.
- Mr. K Jagdeswar Reddy advised the faculty to adopt the teaching learning methodology towards the OBE.
- Mr. P Harikrishna, HOD-ECE, VMTW presented the academic calendar and committee approved without any changes.

Dr. SK Masthan Basha, associate professor VMTW expressed heart full thanks from ECE department to all the DAC members attends the meeting and sharing their valuable suggestions for the development of the department.

  
HOD, ECE

Cc: Principal office,  
Committee members,  
IQAC,  
Dept.file.

Head of the Department  
Electronics and Communication Engineering  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301

  
Principal  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301.  
Telangana State





# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



## Department of Electronics and Communication Engineering

Date: 02-01-2024

VMTW/ECE-DAC/CIR/02/2023-24/03

### CIRCULAR

This is to inform all the members of the department academic committee, a meeting is scheduled on 06-01-2024.

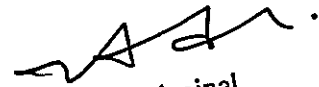
### AGENDA

1. Review of previous semester meeting & NAAC Accreditation.
2. Department academic calendar
3. Course-file content
4. Matters related to slow learners and remedial students.
5. Guidelines to form groups of mini and Major projects
6. Scrutiny of applications for attending FDP and workshop
7. Any other points with the permission of the chair

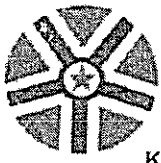
  
HOD, ECE

Cc: Principal office,  
Committee members,  
IQAC,  
Dept.file.

Head of the Department  
Electronics and Communication Engineering  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301

  
Principal  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301,  
Telangana State





# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



Date: 06-01-2024

VMTW/ECE-DAC/CIR/02/2023-24/02

## MINUTES OF DEPARTMENT ACADEMIC COMMITTEE MEETING HELD on 06-01-2024

The following members were present

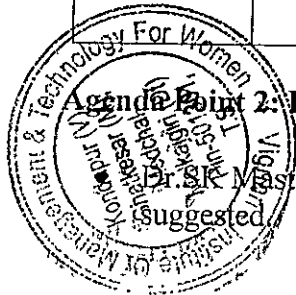
S.No	Faculty	Designation	Sign
1	Mr.P HariKrishna	Assoc.Professor & HOD	
2	Dr. Vijaykumar R Urkude	Professor	
3	Dr.SK Masthan Basha	Assoc. Professor	
4	Mr.J.Sunil Kumar	Assoc. Professor	
5	Mr.T.Pullaih	Assoc. Professor	
6	Mrs.G.Swathi	Assistant Professor	
7	Dr.R Ramesh Babu	Professor & HOD (VBEC,Hyderabad)	
8	Mr. T. Raj Kumar	Project Specilist, TATA Elxsi pvt. Ltd.	
9	Ms. K. Hothavya	Software Developer, Genpact	

HoD, ECE chaired the meeting and welcomed the committee members and briefed about the agenda of the meeting and appreciates the faculty in the Department those who are the active participated in NAAC work. After thorough discussions on the agenda points, the following are recommended by the committee.

### Agenda Point 1: Review of previous semester meeting.

- Discussed about previous academic year DAC minutes suggestions and their action taken.

SNo	Suggestions	Action taken
1	Guest lecture on latest technologies	Organized guest lecture on VLSI Design methodologies, applications and recent Trends program.
2	Improve the industry related knowledge	Organized guest lecture on IC technology and its applications.
3	Add on program on core subjects.	Conducted add-on course on MAT Lab and its applications.

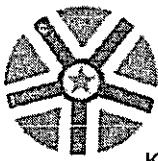


### Agenda Point 2: Department academic calendar

Dr. SK Masthan Basha, academic calendar is presented to the committee and no changes are suggested.

Principal

Vignans Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (D) - 501 301  
Telangana State

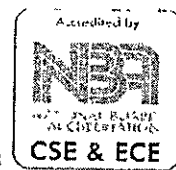


# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

(Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi)

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



## Agenda Point 3: Course-file content

- Mr.T.Pullaih, told about the importance of lesson plan preparation and course file.
- Mr.J.Sunil , the list of course file contents are placed before the committee and the committee ratified the topics without any change.

## Agenda Point 4: Matters related to slow learners and remedial students.

- Ms. K. Hothavya , represents about the slow learners then the committee decide to conduct Remedial classes may be held daily (4 pm to 6pm) from the start of the semester till MID-1 Examination.
- The students who secure less than or equal to 56% of internal marks i.e., 14 out of 25 Marks may be categorized as slow learners.

## Agenda Point 5: Guidelines to form groups of mini and Major projects

- Mr. T. Raj Kumar, told about the Project has to be carried out by a group of students in order to ensure participation of each student. The group size should be preferably 3 or atleast 2 and not more than 4 students.
- The committee has decide to Formation of project groups such that each group has representation of students with varying academic merit from best to average i.e, fromGROUP-A, GROUP-B and GROUP-C
- The committee has Decide total number of feasible groups. Any left out student(s) should be randomly attached to any group.

## Agenda Point 6: Scrutiny of applications for attending FDP and workshop

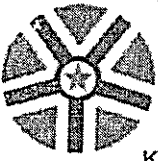
- The committee after going through the applications of staff members, the committee recommendsthe following staff members to attend workshop during the semester.

## Agenda Point 7: Workshops, Seminars and Add-on courses implementation.

- Dr.R. James Babu, advised to encourage the students to present the paper with good research



Principal  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt)-501301,  
Telangana State



# VIGNAN'S INSTITUTE OF MANAGEMENT AND TECHNOLOGY FOR WOMEN

(Sponsored by Lavu Educational Society)

[Affiliated to JNTUH, Hyderabad & Approved by AICTE, New Delhi]

Kondapur (V), Ghatkesar (M), Medchal - Malkajgiri (D) - 501 301. Phone: 96529 10002/3



work in conferences anywhere in India

- Mrs.G.Swathi ,Suggested training programs / webinars /guest lecturers / seminars / add-on programs for the students to enhance their knowledge.
- DAAC members suggested to conduct the add on program on Chip Design and its Applications.

**Agenda Point 8: Any other points with the permission of the chair.**

- Mr.P HariKrishna, Suggested to encourage faculty to publish the research work in unpaidScopus journals / conferences. The full financial support is given to the faculty and Students who publish the paper in national/ international journals/ conferences.
- DAC committee congratulated the students those who are got the placement for the academic year 2023-2024.

Mr.J.Sunil Kumar ,associate professor VMTW expressed heart full thanks from ECE department to all the DAC members attend the meeting and sharing their valuable suggestions for the development of the department.

  
HOD, ECE

Head of the Department  
Electronics and Communication Engineering  
Vignan's Institute of Management & Technology For Women  
Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301

Cc: Principal office,  
Committee members,  
IQAC,  
Dept.file.



Principal  
Vignan's Institute of Management & Technology For Women  
\*Kondapur (V), Ghatkesar (M), Medchal-Malkajgiri (Dt.)-501301,  
Telangana State

