

**Group Head
Circulars
And
Sample copy
of
Minutes of Meetings**

Geethanjali College of Engineering and Technology
Electronics and Communication Engineering

Date: 5/01/2021

SPECIALIZATION GROUPS & COURSES				
Academic Year: 2020-21		GROUPS DIVISION		
Group-1	Group-2	Group-3	Group-4	Semester: II Group-5
Fields & Waves	Signal Processing & Control Systems	Communications	Digital Electronics	Analog Electronics, Instrumentation and VLSI
1 Group Head: Dr. R. S. Raju	Group Head: Dr. P. Srihari	Group Head: Dr. Vijai Bhasker	Group Head: Prof. K. Somasekhara Rao	Group Head: Prof. OVPR. Siva Kumar
2 Assoc. GH: Dr. B L Prakash	Assoc. GH: Dr. P. Spandana	Assoc. GH: Dr. V. Satya Srinivas	Assoc. GH: G. Sreelakshmi	Assoc. GH: Dr. Vallisree
3 L1: S. Krishna Priya	L1: U. Appala Raju	L1: D. Venkata Rami Reddy	L1: B. Sreelatha	L1: Dr. P. Sudhakar
4 L2: P. Naresh Kumar	L2: R. Odaiiah	L2: S. Jyothirmayee	L2: M. Laxmi	L2: J. Mrudula
5 Ch. Suresh Kumar	Dr. S. Saritha	Dr. R. Vijaya Durga	Ch. Sandeep	Prof. S. Bhujanga Rao (Adjunct Faculty)
6 RVNR Suneel Krishna	A. Shankar	M. Sowjanya	M. Umarani	Y. Nagalakshmi
7 B. Ramu	K. Victor	B. Suneetha	M. Anand	M. Krishna
8 A. Sowjanya	L. Kavya	V. Savitri Padma Priya	P. Chandra Prakash Reddy	A. Subramanyam
9 -	M. Chatthar Singh	-	A R L Padmaja	S. Yagnasree
10 -	-	-	-	-
COURSES				
I-II				SD&C, SD&C Lab
II-II	ETTTL	ADC, AC Lab		LIC, LIC Lab
III-II	DSP, DSP Lab	CMC, Sat.Com, WCN	PO Lab	VLSID, Elec. Sensors
IV-II	RS			
Service courses		PCS		ACkts, EMI, ACkts. Lab

Dr. S. Suryanarayana,

60D-ECE


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Geethanjali College of Engineering and Technology
Electronics and Communication Engineering

Date: 3/6/2019

Specialized Groups		GROUPS DIVISION			Semester: I	
Academic Year: 2019-20		Group-2	Group-3	Group-4	Group-5	Group-6
Group-1	Fields & Waves	Signal Processing & Control Systems	Communications	Digital Electronics	Analog Electronics Instrumentation	VLSI
	GH: Dr. R. S. Raju Dr. R. S. Raju Assoc. GH: Dr. B L Prakash	GH: Dr. C.V. Narasimhulu	GH: Dr. Vijai Bhasker Assoc. GH: Dr. V. Satya Srinivas	GH: Prof. K. Somasekahara Rao	GH: Dr. S. Surayanarayana	GH: Prof. OVPR.Siva Kumar
	L1: S. Krishna Priya	L1: U. Appala Raju	L1: D. Venkata Rami Reddy	L1: G. Sreelakshmi	L1: J. Mrudula	L1: P. Sudhakar
	L2: P. Naresh Kumar	L2: R. Odaiah	L2: S. Jyothirmayee	L2: M. Laxmi	L2: Y. Nagalakshmi	L2: B. Jugal Kishore
	THEORY	THEORY	THEORY	THEORY	THEORY	THEORY
	AWP, MWE	SS, DIP	CMC, SC	DD, MPMC, ES	CT, ECAD, EMI for EEE	LDICA
	LAB	LAB	LAB	LAB	LAB	LAB
	MWE & DC Lab	SS Lab		DD Lab, MPMC Lab, ES Lab	ECAD Lab	ICA & HDL Lab
1	Ch. Suresh Kumar	Y. Sivarama Krishna	J. Bharati	D. Sony	M. Krishna	B. Mamatha
2	R V N R Suneel Krishna	A. Shankar	B. Suneetha	Ch. Sandeep	P. Chandra Prakash Reddy	M. Krishna Chaitanya
3	Dr. B L Prakash	U. Appalaraju	V. Savitri Padma Priya	B. Sreelatha	A. Subramanyam	P. Sudhakar
4	S. Krishna Priya	R. Odaiah	Dr. Satya Srinivas	G. Sreelakshmi	J. Mrudula	B. Jugal Kishore
5	P. Naresh Kumar	Dr.S. Saritha	D. Venkata Rami Reddy	M. Laxmi	Y. Nagalakshmi	S. Yagnasree
6	B. Ramu	K. Victor	S. Jyothirmayee	M. Anand		
7	A. Sowjanya	L. Kavya	V. Venkata Lakshmi	M. Umarani		
8		Ms. P. Spandana	V. Sirisha			
9		M. Sowjanya				

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 HOD/EEE



GROUPS DIVISION
 Academic Year 2018-19

Group-1	Group-2	Group-3	Group-4	Group-5	Group-6
Fields & Waves	Signal Processing & Control Systems	Communications	Digital Electronics	Analog Electronics, Instrumentation	VLSI
GH: Dr. R. S. Raju Assoc. GH: Dr. B. Leela Prakash	GH: Dr. C.V. Narasimhulu	GH: Dr. Vijai Bhasker Assoc. GH: Dr. V. Satya srinivas	GH: K. Somasekahara Rao	GH1: Dr. S. Surayanarayana	GH2: Prof. OVPR.Siva kumar
L1: S. Krishna Priya	L1: U. Appala Raju	L1:D. Venkatarami Reddy	L1: G.Sreelakshmi	L1: J. Mrudula	L1: P.Sudhakar
L2: P.Naresh Kumar	L2: R.Odaiah	L2: S.Jyothismaye	L2: M. Laxmi	L2: M.Umarani	L2: S. Vasukrishna
THEORY	THEORY	THEORY	THEORY	THEORY	THEORY
AWP	TSS	AC,DC	STLD, STLD(EEE)	EDC, PDC, ECA	LDICA, VLSI
MWE	DSP	CN	DSD, ESD	EMI	ICA(EEE)
EMTL	DSP (EEE)	CMC,WCN	CA&O, DDVH	BEEE(MECH)	
RS	DIP	OC,SC	MPMC,MPID		
LAB	LAB	LAB		LAB	LAB
ME & DC LAB	Simulation-I,II	AC LAB	MPID Lab, MPMC Lab	EDC LAB , ECPC Lab	ICA & HDL Simulation Lab
	DSP Lab		DDVH Lab	BEEE(MECH) Lab	VLSI Lab

Note: Revision of Groups will be effective from 02.07.2018. Highlighted are the Group Leads

1	Ch. Suresh Kumar	Y. Sivarama Krishna	J. Bharati	D. Sony	M. Krishna	B. Mamatha
2	R V N R Suneel Krishna	A. Shankar	B. Suneetha	Ch. Sandeep	P. Chandra Prakash Reddy	M. Krishna Chaitanya
3	Dr. B. Leela Prakash	U. Appalaraju	V. Savitri Padma Priya	M.Anand	A. Subramanyam	B.Jugal Kishore
4	S. Krishna Priya	R. Odaiah	Dr. Satya Srinivas	B. Sreelatha	Y. Nagalakshmi	P. Sudhakar
5	P. Naresh Kumar	Dr. V. Vineel Kumar	D. Venkatarami Reddy	G. Sreelakshmi	M. Umarani	S. Yagnasree
6	B. Ramu	K. Victor	S. Jyothismaye	M. Laxmi	J. Mrudula	
7	A.Sowjanya	L.Kavya	M. Sowjanya			
8			V. Venkatalakshmi			
9			V. Sirisha			
10						

HOD ECE



Dept. of Electronic Communication Engineering

Date: 11/12/2017

GROUPS DIVISION
 Academic Year 2017-18

Group-1	Group-2	Group-3	Group-4	Group-5	Group-6
Fields & Waves	Signal Processing & Control Systems	Communications	Digital Electronics	Analog Electronics, Instrumentation	VLSI
GH: Dr. R. S. Raju	GH: Dr. C.V. Narasimhulu	GH: Dr. Vijai Bhasker Assoc. GH: Dr. V. Satya srinivas	GH: K. Somasekahara Rao	GH1: Dr. S. Surayanarayana	GH2: Prof. OVPR.Siva kumar
L1: S. Krishna Priya	L1: U. Appala Raju	L1: M.Sovjanya	L1: G.Sreelakshmi	L1: Y. Nagalakshmi	L1: P.Sudhakar
L2: P.Naresh Kumar	L2: R.Odaiah	L2: S.Jyothirmaye	L2: M. Laxmi	L2: M.Umarani	L2: D.Venkata Rami Reddy
THEORY	THEORY	THEORY	THEORY	THEORY	THEORY
AWP	TSS	AC,DC	STLD	EDC,PDC, ECA	LDICA,VLSI
MWE	MSC	CN	ESD	EMI	ICA(EEE)
EMTL	DSP (EEE)	CMC,WCN	STLD(EEE)	BEEE(MECH)	
RS	DIP	OC,SC	MPMC,MPID		
LAB	LAB	LAB	LAB	LAB	LAB
ME & DC LAB	Simulation-I,II	AC LAB	MPID Lab,MPMC Lab	EDC LAB, ECPC Lab	ICA & HDL Simulation Lab
	DSP Lab			BEEE(MECH) Lab	

Note: Revision of Groups will be effective from 02.07.2018. Highlighted are the Group Leads







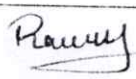
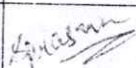

1 Ch. Suresh Kumar	Y. Sivarama Krishna	J. Bharati	D. Sony	M. Krishna	B. Mamatha
2 R V N R Suneel Krishna	A. Shankar	B. Suneetha	Ch. Sandeep	P. Chandra Prakash Reddy	M. Krishna Chaitanya
3 S. Krishna Priya	U. Appalaraju	V. Savitri Padma Priya	S. Yagnasree	A. Subramanyam	B.Jugal Kishore
4 P. Naresh Kumar	R. Odaiah	Dr. Satya Srinivas	B. Sreelatha	Y. Nagalakshmi	G. Venkat Rao
5 B. Ramu	Dr. V.Vineel Kumar	S. Jyothirmai	G. Sreelakshmi	M. Umarani	P. Sudhakar
6 A.Sovjanya	K. Victor	M. Sowjanya	M. Laxmi	J. Mrudula	D.Venkatarami Reddy
	L.Kavya	V. Venkatalakshmi	M.Anand		S.Vasukrishna
7		T.N.Swetha			
8		V.Sirisha			
9					
10					

HoD, ECE

Group-1
Fields 4

Geethanjali College of Engineering and Technology
Department of ECE
Minutes of Group-I (Fields & Waves) held on 04-03-2022

The meeting was held in Prof. B. Hari Kumar's chamber during 2:00 PM - 2:40PM. The list of members present is:

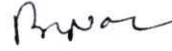
S.N.	Name of the Faculty	Designation	E-mail	Mobile No	Signature
1.	Prof Hari Kumar	Professor & Dean-SECE	hari_kumarin@yahoo.com	9642613923	
2.	Dr.B. L.Prakash	Professor & Group Head	prakashvignan4368@gmail.com	8328501885	
3.	Mr.K.Satish Babu	Asst. Professor	ksatishbabu.ece@gcet.edu.in	9848717250	
4.	Dr . R. Santosh	Asst. Professor	routus@gmail.com	8331919903	
5.	A.Sowjanya	Asst. Professor	annaram.sowjanya@gmail.com	8008882669	
6.	Mr.V.V.S.V.S.Ramachandram	Asst. Professor	vvsvsrc2015@gmail.com	6300488375	
7.	D. Ramya	Asst. Professor	dramya.ece@gcet.edu.in	9703928531	
8.	K. Sai Prasanna	Asst. Professor	kolasaiprasanna@gmail.com	9603883328	
9.	Mrs. V.S.Padma Priya	Asst. Prof.	padmapriya.ece@gcet.edu.in	9440150796	

Agenda: To discuss the coverage of syllabus, PBL to be conducted to II ECE students and to arrange an FDP/SDP

Minutes of Meeting:

1. Prof. B. Hari Kumar invited all the members to the meeting.
2. Dean-SECE introduced the specialized groups concept for the newly joined faculty members.
3. He suggested all the faculty members to follow strictly the academic schedule which was already sent and he insisted to plan for guest lectures/FDP before I MID examination.
4. He also emphasized that mentoring should be done meticulously by the faculty members.
5. If students don't approach the mentors, then catch them during lab hours for mentoring.
6. Dr. R. Santosh proposed to organize an FDP regarding antennae design during this semester.
7. Dean-SECE suggested that while framing the question paper for mid exams, care must be taken to ensure COs learned/acquired by the student are to be taken in to account.
8. He also stressed that the real time examples must be given for effective teaching in theory courses and typical problems collected from GATE question papers/form standard text books may be practiced to improve teaching learning process.

9. TLP feedback may be collected from the students when they come to the lab sessions.
10. Dr. B. L. Prakash instructed all the members to finish at least 2 units before the I MID examinations.
11. Fee dues information must also to be gathered from students while mentoring the students and instruct the students to pay the fee in time.
12. Finally, Dean instructed to finish the tasks given to the faculty in time.



(Dr. B. L. Prakash), Group Head, *Fields & Waves*

- Copy to:
1. HoD-ECE
 2. All members of GR-1
 3. Members present



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Electronics and Communication Engineering

Group - 2
Signal Processing
Systems group

Geethanjali college of Engineering and Technology
Department of ECE
AY 2021-22(II sem)

1st Meeting of members of Signal Processing and Control Systems group
held on 01-02-2022

Minutes of the Meeting

01-02-2022

The first Meeting for the members of Signal Processing and Control Systems was held on 01-02-2022.

Participants:

1. Dr.P. Srihari 2. Dr.Saritha 3. Dr.Sudhakar 4.R.Odaiah
5. U.Nageswara Rao 7. B.Ramu 8.G.Aparna

Some faculty members of other groups (presently teaching DSP and RVSP) also attended the meeting.

The following points were discussed during the meeting.

1.The following subjects falling under this group are included in the present semester (courses that are being taught):

- Random variables and Stochastic Processes (AR-20)-II Year-II sem
- Digital Signal Processing (AR-18)-III Year-II sem
- Digital Signal processing Lab (AR-18)-III Year-II sem
- Neural Networks (AR-18)-III Year II sem-Elective Course
- Image and Video Processing (AR18)- IV Year-II sem Elective Course

2. The members of the group congratulated the coordinators of the recently conducted FDP on Control Systems.

3. It is proposed by the members of the group to conduct the following events during this semester.

Event	Topic	Target Audience	Resource Person (Proposed)
Guest Lecture	Signal Processing	III Year students and Faculty	Dr.G.Suryakanth Dr.N.Balaji
Guest Lecture	Random Variables/random Processes	Students and Faculty	Dr.T. RamaKrishna
Guest Lecture	Image and Video Processing	II/ III Year students and Faculty	Dr. Chakravarthy Bhagavathi

This list will be communicated to Dean, school of E&CE, GCET.

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4. The attainments of Cos and POs for the various courses of this group are discussed and the remedial measures for improvement in the attainment are proposed:

- Along with the offline classes, let the online classes also be conducted with a prior information to the students, and a greater number of problems can be solved, specifically in RVSP and DSP.
- Make a good teaching plan so that the syllabus is covered in the stipulated time and allocate relatively good amount of time in conducting practice sessions.

5. Introductory sessions or brief review sessions on Scilab can be held for the students, and make them to practice the DSP lab experiments, that are involving coding. This may be considered as essential, as the conduct of lab classes is not happening for the last two semesters, due to Pandemic, and presently also same situations are prevailing.

6. In spite of conducting lab classes in offline mode, the students can be encouraged to practice coding exercises in DSP, where the exercises can be given by the faculty members.

7. At the same time, the volume of the placement training sessions for the III year students also should be taken care of.

6. The course coordinators of various courses of the group are requested to discuss regarding the implementation of the above proposed events during their meetings.

\$4

Dr. P.Srihari
Head,

Signal Processing & Control Systems Group

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Group 3
Communication

Geethanjali College of Engineering and Technology
Department of ECE
Communications Group Meeting held on 17th January 2022

The meeting was held on 17th January, 2022 in R & D discussion room, Block-I, 3rd floor from 10.00 AM to 11.00 AM

Agenda:

1. Allotment of Theory and Lab courses
2. Course file preparations
3. Preparations for online classes
4. Mentoring
5. Procurement of any equipment or components in the labs
6. Suggestions to improve TLP
7. Guest lecturers planned
8. Industrial Visits
9. FDPs planned
10. Research and Development, Publications
11. Project proposals
12. Encouraging students for placements, Hackathons etc.,
13. Any other item

Members Attended

Sl No.	Name	Signature
1	Dr. P. VIJAI BHASKAR	P. Vijai Bhaskar
2	Dr. V. Satya Srinivas	Satya
3	Dr. R. V. Durga	R. V. Durga
4	D. Venkata Rami Reddy	D. Venkata Rami Reddy
5	Ch. Suresh Kumar	Ch. Suresh Kumar
6	B. Suneetha	B. Suneetha
7	M. Sowjanya	M. Sowjanya
8	K. Victor	K. Victor
9	S. Jyothimayee	S. Jyothimayee

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K. V. Reddy (17), Madhav Reddy (18) 1-501 201

Opening Remarks: Prof. Vijai Bhaskar welcomed all the Members of the group and briefed the agenda mentioned above.

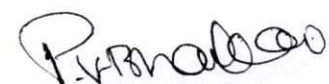
Minutes of Meeting:

Discussed on the allotment of Theory and Lab courses:

➤ Course allotment:

Name of the Faculty	Theory allotted	Year and Section	Lab allotted	Year and Section
Dr. P. Vijai Bhaskar	ADC	ECE-2A	-----	-----
Dr. V. Satya Srinivas	GNSS (Course coordinator)	ECE-4B	-----	-----
Dr. R. V. Durga	Python (Course Coordinator) Design Thinking	ECE-2E ECE-2D	Python lab	ECE-2D & 2E
D. Venkatarami Reddy	ADC	ECE-2B	AC lab	ECE-2B
S. Jyothirmayee	ADC	ECE-2E	AC lab, DSP lab	ECE-2E, ECE-3A
M. Sowjanya	ADC	ECE-2D	AC lab	ECE-2A & 2D
B. Suneetha	SC (Course Coordinator)	ECE-3A	CANTILEVER Lab	
Victor	DSP	ECE-3A	DSP lab	ECE-3A
Suresh	ETTL	ECE-2D	LIC lab	ECE-2E

- In view of commencement of online classes, the faculty members were enquired about their readiness in terms of PPTs and additional materials (soft copies) to teach the courses. All faculty members informed that they have prepared PPTs for the respective courses allotted.
- Course coordinators are requested to prepare their respective course file.
- Discussed on allotment of mentors
- Course coordinators/ Lab incharges are requested to identify any new equipment/components are to be purchased and submit the same to the Department through proper channel. Members highlighted that no such requirements is there since, all the communications labs are equipped with necessary equipment to perform all the experiments.
- To improve the TLP, Prof. Vijai Bhaskar advised the faculty to explain every topic with relevant example solution to the best possible, and suggested the members to use additional material from other text books/ NPTEL lectures etc., as well.
- Members are requested to plan Guest Lectures/FDPs/ Industrial visits based on the feasibility
- Faculty members are requested to identify R&D areas and start working on it and publish a paper in the reputed and well indexed journals.
- Group members are requested to prepare R&D proposals for the submission to suitable agencies.
- Prof. Vijai Bhaskar said to the faculty members to encourage the students for placement trainings, Hackathon etc.


Group Head
(Prof. Vijai Bhaskar),

Copy to: 1. HoD, ECE
2. All faculty members of Communications Group.


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Department of Electronics and Communication Engineering

Academic Year: 2021-22

Semester: II

Group IV Review meeting II

Date of Meeting: 19.03.2022

Time: 12:30PM

Venue : MPMC Lab

Faculty Attended:

- 1) Prof. K S Rao
- 2) Ms. B Sreelatha
- 3) Ms. M Laxmi
- 4) Dr. SShoukath Ali
- 5) Ms. M Uma Rani
- 6) Mr. M Anand
- 7) Mr. M Jaganmohana Rao
- 8) Ms. ARL Padmaja
- 9) Mr. Chandra Prakash Reddy
- 10) Ms. S Shravani
- 11) Ms. N Nagalakshumma

Faculty Absent:

1. Mr. Ch Sandeep

Points Discussed:

1. Activities completed :
 - a) PBL in DD completed. 19 batches demonstrated the projects. Report is being prepared by Ms. B. Sreelatha and need to be submitted by 22nd March, 2022.
 - b) Mentoring books – Group Head wants to review the students along with the mentor who requires special mentoring.
2. The Group IV courses in Semester 2 are: PO lab, SS&I and SS&I Lab
PO lab and SS&I lab – workbooks and master manuals are to be checked by the concerned faculty who is using the lab and ensure that there are no mistakes in these documents.
3. **Preparation for the FFC** for the following labs for 2022-23:
DD Lab, SS & I Lab, ES & IoT Lab, MPALP Lab, MCES Lab. PO Lab, MPALP Lab (EEE), ES lab, MPMC Lab (for EEE), ES & IoT Lab for CSE-IoT.

Pending actions in the labs:

- **SS & I Lab:**
33 students are being attending the lab. 12 more systems are required to be in operation for accommodating all students. Some material is to be procured.
 - **PO Lab:** Only few systems are working for PO experiments.
 - **ES & IoT Lab:** Key boards and Displays are to be procured.
4. **Guest Lecture :**
A Guest Lecture is recommended to be arranged in Smart Sensors and Instrumentation by the concerned faculty.


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S. No.	Location	Number of projects displayed / Mini projects coordinators	Type of projects	Faculty – Technical coordinator
				Lab Assistant.

C. Other arrangements:

- This activity is being conducted under CoE in ES and IoT.
- This will be done in association with ISTE.
- Lunch will be provided to the school children, students who are giving the project demos and the faculty involved in the demos. → AO
- Best three projects will be identified from DD PBL and best 3 projects will be identified from the Mini-projects. Prizes will be given to the teams of the Best projects.
- Certificates will be given to ECE students who participate in the Expo for giving project demos and best projects. – Preparation of certificates: Mr. M Anand.
- ECE students have to prepare the display charts as required.
- Banner to be prepared and to be displayed.
- **Photography:** Mr. K Chalapathi Rao.
- Power extension boards are required for the demo area. opposite to Admin. Boards and power supply are being arranged by EEE Electricians. Tables and table clothes are being arranged by PO.
- Lab classes in 105, 114, 117 (AC Lab, LIC lab and DD lab) will be cancelled on that day. Theory classes will be taken during the lab periods.
- Tea and snacks will be provided to the students who are giving the demos and to the faculty involved in the Expo.

fmo
20/3/22
Group Head
Prof. K. S. Rao





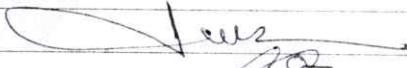


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Geethanjali College of Engineering and Technology
Department of Electronics and Communication Engineering
Group V - Analog Electronics, Instrumentation and VLSI
Minutes of Meeting

Date: 18th May 2022

Venue: Room No.121

Time: 12:00 noon-1:10 PM

<u>Attendees:</u>	<u>Signature</u>
Prof. OVPR. Siva Kumar (Group-V: Analog Electronics, Instrumentation and VLSI Head)	
Dr. S. Vallisree	
Ms. Mrudula	
Ms. G. Sreelakshmi	
Mr. M. Krishna	
Ms. Y. Nagalakshmi	
Mr. Furkhanuddin	
Ms. S. Yagnasree	
Mr.U.Appalaraju	
Mr. Chatthar Singh	

Absentees

Mr. Srinivas (NAAC meeting)

Mr. Rama Chandra Kumar (On Leave)

Agenda:

Review of the following items

1. Results
2. Status of syllabus coverage
3. NPTEL
4. Mentoring
5. Research publications
6. Plan for guest lectures
7. Workshops/FDPs


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Discussion Summary and Action Items:

1. All the faculty members have given an update about the syllabus completion and the syllabus completion is as per the schedule.
 - ETTL – 4 units completed
 - Analog circuits – 4 units completed
 - LIC – 4.5 units completed
 - DT – 4 units completed
2. NPTEL courses completed by faculty
 - Mrs. G. Srilakshmi – Completed NPTEL course on Microprocessors and Interfaces with 75% score
 - Dr.S.Vallisree – Completed NPTEL course on Design Thinking with 88% score (top 5%)
3. Patent titled 'Effective heart disease prediction using neural network techniques' was published by Ms. Mrudula.
4. Faculty members who are yet to submit the mentoring books are advised to show their mentor books to Group Head for verification.
5. Faculty members reported that there have been queries from the students to know their attendance. It was suggested to get the report from department PA and address the issue.
6. Faculty members are advised to convert student projects into research articles and submit them in SCOPUS indexed journals.
7. It was suggested to conduct PBL for I year students of ECE as part of SDC course. Mr. U. Appalaraju and Course Coordinator of the course can take the lead and guide the faculty members.
8. FDP is planned to be conducted on SDC – Mrudula mam to discuss the plan with GH and implement it with the support of other faculty members.
9. Group Head enquires the status of the thesis review of Mr. Appalaraju and Ms. Sreelakshmi mam.
10. He has encouraged Ms.Mrudula and Ms. Nagalakshmi to focus on their Ph.D work.



Prof. O.V.P.R. Siva Kumar
Professor and Group - V Head



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