

S. B. JAIN INSTITUTE OF TECHNOLOGY, MANAGEMENT & RESEARCH, NAGPUR.



(An Autonomous Institute, Affiliated to RTMNU, Nagpur)

DEPARTMENT OF ELECTRONICS & TELECOMMUNICATION ENGINEERING



Vision: "Emerge as centre for quality education in Electronics & Telecommunication Engineering, so as to create competent professionals"

BOARD OF STUDIES

MINUTES OF MEETING

Date of Meeting: 27th February, 2021

Time: 10.00 AM

Venue: Conference Room, Administrative Building

The First Meeting of the Board of Studies of Electronics and Telecommunication Engineering Department under Autonomy was held on 27th February, 2021. Dr. Abhay R. Kasetwar, Chairman of Board of Studies presided over the meeting.

MEMBERS PRESENT:

Sr. No.	Name of Member	Designation
1.	Dr. Abhay R. Kasetwar	Chairman
2.	Dr. Trupti Nagrare	Subject Head
3.	Mr. M.W. Khanooni	Subject Head
4.	Mr. Vivek Deshmukh	Subject Head
5.	Mrs. Nicky Balani	Subject Head
6.	Mr. Amit Kale	Subject Head
7.	Mr. Pankaj Taklikar	Subject Head
8.	Mr. Yogesh Sharma	Subject Head
9.	Mr. Mohammad Naushad	Subject Head
10.	Dr. Mayur Parate	External Subject Expert
11.	Dr. Ankit Bhurane	External Subject Expert
12.	Mr. Ketan Paithankar	Industry Representative
13.	Ms. Sonam Kurda	Postgraduate Meritorious Alumnus
14.	Dr. Amol Morankar	Special Invitee

MEMBER ABSENT:

Sr. No.	Name of Member	Designation	Remark
1.	VC Nominee	Member	Communicated to the authority. Nomination awaited.

Handwritten signatures and initials of the members present at the meeting, including names like Trupti Nagrare, Vivek Deshmukh, and others.



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At the outset, Chairman Dr. Abhay Kasetwar extended a cordial welcome to all the honorable members to the first meeting of Board of Studies of Electronics & Telecommunication Engineering Department under the autonomous status. Chairman also introduced all the honorable members of Board of Studies of the Department. He further congratulated all the members for the grant of Autonomous status to the Institute by the UGC, Delhi and RTM Nagpur University from the academic year 2020-21 in progressive manner. It was ensured that, under the autonomous status, Department will emphasize on effective teaching learning processes to create employable professionals.

Minutes of the meeting are as follows:

AGENDA-1: Induction of all honorable members:

Chairman briefed about the roles and responsibilities of members of Board of Studies for smooth conduction and quality improvement of curriculum under the umbrella of autonomy.

The roles and responsibilities of Board of Studies members are:

1. Prepare syllabus for various courses keeping in view the objectives of the college, interest of the stakeholders and national requirement for consideration and approval of the Academic Council.
2. Suggest methodologies for innovative teaching and evaluation techniques.
3. Suggest panel of names to the Academic Council for appointment of examiners.
4. Coordinate research, teaching, extension and other academic activities in the department/college.

Resolution-1: Resolved that all the members of Board of Studies agreed and abide upon their roles and responsibilities.

AGENDA-2: Discussion and Finalization of Scheme of M.Tech. (Electronics Engineering) First Year and Syllabus of M.Tech. (Electronics Engineering) First Semester:

Mr. Wasim Khanooni, presented the course structure for First Year of M.Tech. (Electronics Engineering) and syllabus for First Semester of M.Tech. (Electronics Engineering) to all the honorable members of Board of Studies. He introduced the members that course structure is designed by considering the current trends in industries such as Internet of Things (IoT), Machine Learning and VLSI technologies. Chairman briefed about framing of course objectives, course outcomes and

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their mapping with program outcomes and program specific outcomes. A detailed discussion is carried out by all the members of Board of Studies, taking into consideration each course with respect to its need, contents, course objectives, course outcomes and its mapping with program outcomes and program specific outcomes. Honorable external subject experts, Dr. Mayur Parate and Dr. Ankit Bhurane have given valuable suggestions on selection of courses and their contents. They suggested to include Advanced Digital Communication Laboratory course in First Semester of M.Tech. (Electronics Engineering). Honorable industry representative, Mr. Ketan Paithankar emphasized on the current needs of the industry and appreciated all the members for catering current needs of industry into the scheme and syllabus of M.Tech. (Electronics Engineering) First Semester. After the detailed discussion, Chairman directed Mr. Wasim Khanoni to incorporate the valuable suggestions given by honorable members.

Resolution-2: Resolved that Advanced Digital Communication Laboratory course will be included in first semester of M.Tech (Electronics Engineering). Finally, the scheme for First Year of M.Tech. (Electronics Engineering) and Syllabus for First Semester of M.Tech. (Electronics Engineering) were approved by all the Hon. BOS members.

AGENDA-3: Discussion and Finalization of Innovative Teaching-Learning Processes & Practices:

Chairman initiated a discussion on Innovative Teaching-Learning Processes and practices to be incorporated for the best content delivery and to ensure better understanding of course contents to the students. All the members have given their valuable suggestions about innovative Teaching-Learning processes. A list of possible Innovative Teaching-Learning practices is prepared and available in Annexure-A.

Resolution-3: Resolved that Course In-charges must incorporate innovative Teaching-Learning Process and practices for better content delivery and understanding of the course content to the students so as to create competent professionals.

AGENDA-4: Discussion and Finalization of Assessment and Evaluation tools and techniques:

Chairman briefed about the assessment and evaluation tools and techniques for theory and practical courses. He addressed that a student shall be evaluated for his/her academic performance in theory & practical courses through Continual Evaluation and End Semester Examination (ESE). A detailed

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discussion is carried out on Teachers Assessment Examination (TAE) which is the part of Continuous Evaluation for Theory Courses. All the members identified that TAE can be conducted through assignment, report writing on recent technologies, video lecture, certification courses, peer learning (Modern Tool Training) etc. along with the tools and techniques directed by the Academic Council.

Resolution-4: Resolved that Teacher Assessment Examination must be conducted through assignment, report writing on recent technologies, video lecture, certification courses, peer learning (Modern Tool Training) etc. along with the tools and techniques directed by the Academic Council.

AGENDA-5: Finalization of Course Examiners:

A discussion on formation of panel of examiners as paper setters, moderators and evaluators for the courses of M.Tech (Electronics Engineering) First Semester is carried out. All the members agreed upon identifying examiners from eminent regional institutes for the relevant courses and the list is available in Annexure-B.

Resolution-5: Resolved that the panel of examiners as mentioned in Annexure-B is approved by the BOS members for M.Tech. (Electronics Engineering), First Semester Also in some cases, if panel members are not available, then any other examiner from regional eminent institutions can be appointed.

AGENDA-6: Any other point-Allotment of Project Supervisor:

Honorable members have suggested for allotting project supervisors to students right from the first semester of M.Tech. (Electronics Engineering).

Resolution-6: Resolved that project supervisors shall be allocated to the students right from the first semester of M.Tech. (Electronics Engineering).

The meeting ended with the vote of thanks by the Chairman and with assurance that Board of Studies of Electronics & Telecommunication Engineering Department will strive hard to conduct UG and PG programs with the best spirit under the autonomous status.

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Attendees:

Sr. No.	Name of Member	Signature
1.	Dr. Abhay R. Kasetwar	
2.	Dr. Trupti Nagrare	
3.	Mr. M.W. Khanooni	
4.	Mr. Vivek Deshmukh	
5.	Mrs. Nicky Balani	
6.	Mr. Amit Kale	
7.	Mr. Pankaj Taklikar	
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9.	Mr. Mohammad Naushad	
10.	Dr. Mayur Parate	
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13.	Ms. Sonam Kurda	
14.	Dr. Amol Morankar	