

MINUTES OF ADVISORY COMMITTEE MEETING

Third semester (2019 admission)

26/08/2020

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Members Present

1. Prof. Sushma M, HoD, Dept.of ECE
2. Krishnan K N, AP, Dept.of ME
3. Hithes P, AP, Dept.of AS&H
4. Bagyasree P G, Dept.of AS&H
5. Sugesh M S, AP, Dept.of ECE
6. Nisanth P, AP, Dept.of ECE
7. Anjali Ananthan, AP, Dept.of ECE
8. Sreebala. P , Faculty Advisor, Dept.of ECE
9. Suhailath T K, Student, S3 ECE
10. Udith Narayan G, Student, S3 ECE
11. Prathibha P, Student, S3 ECE

Agenda:

1. Review of online classes of S3 ECE.

Minutes:

First advisory committee meeting for S3 ECE was conducted with above mentioned members through Google Meet (online platform).

Discussion Points:

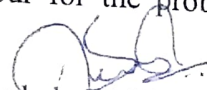
1. Classes are progressing well, and the students are able to follow all the subjects.


SUBJECT	FACULTY	FEEDBACK
MAT 201 Partial Differential Equation & Complex Analysis	Ms. Bagyasree P G	First Module
ECT 201 Solid State Devices	Ms Anjali Ananthan	First Module
ECT 203 Logic Circuit Design	Mr. Nisanth P.	First Module
ECT 205 Network Theory	Ms. Sushma M.	First Module
HUT 200 Professional Ethics	Mr. Hithes P.	First Module
MCN 201 Sustainable Engineering	Mr. Krishnan K N	First Module
ECL 201 Scientific Computing lab	Mr Sugesh M S	2 experiments
ECL 203 Logic Circuit Design lab	Mr. Nisanth P.	1 experiment


2. All the students have digital facilities to participate in online classes.
3. Students have network /range issues but then as recordings of classes taken are being sent to the students, they are able to view it.

Decision Taken:

- As per the request from the students, provide one extra hour for the problematic subjects at student/faculty convenience.


Sreebala P (AP, ECE)


28/7/2020


29/7/2020

SREEPATHY INSTITUTE OF MANAGEMENT AND TECHNOLOGY (SIMAT)

ELECTRICAL & ELECTRONICS ENGINEERING DEPARTMENT

2017 BATCH – S7 EEE

Minutes of Class Committee Meeting I

Date: 26/08/2020

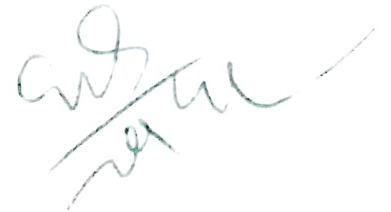
Venue: Google Meet

Time: 2.00 PM to 2.30 PM

Members Present:

FACULTY

- | | |
|-------------------|---------------------------|
| 1. P V Thankachen | Chairman, Class Committee |
| 2. Rejaneesh R | Assistant Professor, EEE |
| 3. Renjith P C | Assistant Professor, EEE |
| 4. Sebinsunny P | Assistant Professor, EEE |
| 5. Sujith M S | Assistant Professor, EEE |
| 6. Ganga P | Assistant Professor, EEE |
| 7. Reshma C | Assistant Professor, EEE |



STUDENT REPRESENTATIVES

- | | |
|-------------|-----------------|
| 1. Srejin K | Student, S7 EEE |
| 2. Athira P | Student, S7 EEE |

AGENDA

- ❖ To discuss the Teaching effectiveness of Online Class
- ❖ To discuss about the Progress of the Class
- ❖ To get the Feedback of Online classes from Students
- ❖ To discuss the methods of Improvement in Online Teaching.
- ❖ To discuss the Matters related to Academics if any.

Discussion Points:

1. HOD stressed the need of becoming more serious in studies, because he noted that some students are not serious in online class
2. Syllabus and portion coverage of all subjects are discussed in detail.
3. Suggestion regarding the method of studying were discussed
4. Submission of teaching notes and videos in Google class room were discussed
5. Submission of assignment and conduction of class tests/quiz were discussed
6. All the classes are recorded in Google drive and shared to students

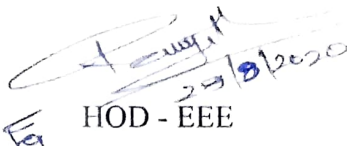
Suggestions from Students

- ❖ Students suggested uploading daily notes and problems in Google Class Room.
- ❖ Difficulties by Online classes & Network issues were discussed.

HOD enquired about the subjects and effectiveness of teaching. The feedback of students is given :-

Subject Code	Subject Name	Faculty	Student's Feedback
EE 401	Electronic Communication	Sebinsunny P	Interactive and good class. Need teaching notes after the completion of each module
EE 403	Distributed Generation & smart Grids	Ranjith P C	Good
EE 405	Electric System Design	Rejaneesh R	Good
EE 407	Digital Signal Processing	Sujith M S	Good
EE 409	Electrical Machine Design	Reshma C	Need Improvement Network issue is there
EE 469	Electric & Hybrid Vehicles	Ganga P	Need More explanations
EE 431	Power System Lab	Ranjith P C	Completed 1 experiment
EE 451	Seminar/Project	Sebinsunny P	Completed topic selection

Chairman, Class Committee


HOD - EEE

SREEPATHY INSTITUTE OF MANAGEMENT AND TECHNOLOGY, VAVANOOOR

DEPARTMENT OF COMPUTER SCIENCE AND TECHNOLOGY

MINUTES OF CLASS COMMITTEE MEETING (2019 BATCH)

SEMESTER: 3

Date: 28.08.2020

Day: Friday

Time: 12.45 to 1.15 PM

Convenor: Ashmy Antony, Asst. Professor

▪ **Staff Advisors:**

Ashmy Antony
Saneesh P.S

▪ **Faculties:**

Ashmy Antony
Saneesh P S
Aparna M
Sreeshma K
Yadhu P Dev

▪ **Class Representatives:**

Arunima.TK
Venkitesh M P

▪ **Class Committee Members (Attenders):**

Arunima.TK
Venkitesh M P
Ajith Krishna C
Merin Ajay

SUBJECTS

MAT203 DISCRETE MATHEMATICAL STRUCTURES : Mr Saneesh P S

CST201 DATA STRUCTURES : Ms Sreeshma K

CST203 LOGICAL SYSTEM DESIGN : Ms Ashmy Antony

CST205 OBJECT ORIENTED PROGRAMMING USING JAVA : Ms Aparna M

EST200 DESIGN AND ENGINEERING :Mr Yadhu P Dev

MNC201 SUSTAINABLE ENGINEERING : Mr Yadhu P Dev

CSL201 DATA STRUCTURES LAB : Ms Sreeshma K , Ms Dhanya T N

CSL203 OBJECT ORIENTED PROGRAMMING LAB (IN JAVA): Ms Aparna M,Ms Rajitha M R

Handwritten signature and date:
29/9/2020

AGENDA

- To discuss about online classes
- Detailed discussion on each subject
- Assignments and Tutorials
- To discuss student's academic and non-academic problems
- To take suggestions for improvement of online classes
- The concerns on minor course

Discussion & Decisions:

- Class tutors discussed about the problems in online class.
- Faculty members gave a brief description about their classes & discussed suggestions for further improvement and more effectiveness.
- Students gave their opinion and suggestion for the classes.
- The difficulties and confusions on minor course was addressed and the updates and points in the latest notifications was discussed which was told to propagate among the chosen students.

CONCLUSION

The first class committee meeting was successfully conducted by the convenor, Ashmy Antony with the cooperation of the staff advisors, faculties and the committee student members. At the meeting all the above discussion were held and students charged their suggestions. The faculties also gave us good advises to improve ourselves. The meeting was concluded by the convenor.

ms
28/09/20
(HOD CSE)

SRIPATHY INSTITUTE OF MANAGEMENT AND TECHNOLOGY (SIMAT)
Department of Civil Engineering

Minutes of S3 Class Committee Meeting I

Date: 23.09.2020

Time: 4.00 to 4.30pm

Venue: Google Meet (Virtual Meeting)

Members present

1. Sankaranarayanan K M	Chairman
2. Sudheer K V	HOD, CE
3. Swathy Narayanan N M	Tutor
4. Sini M	Faculty Member AS&H
5. Sreekanth E M	Faculty Member CE
6. Aswathy P G	Faculty Member CE
7. Krishnan K N	Faculty Member ME
8. Haris P V	Faculty Member
9. Gokul K	S3 Student Representative
10. Gopika T J	S3 Student Representative

Agenda

- Overview of new semester
- To discuss about the progress of the class.
- To discuss the effectiveness of online class

Points Discussed

1. HOD enquired about the subject coverage and quality of lectures taken for each subjects.
2. Student representatives recall the difficulties that their classmates facing during online class.
3. HOD asks to take remedies for the corresponding faculties.
4. Faculties and students discussed about the difficulties in taking practical, especially in taking software based practical and asked for remedies.
5. Most of the faculties had completed their first module.
6. Students were informed about the tentative dates of their first series test.
7. Meeting come to an end by 4.30pm

Chairman,
Class Committee
Semester 3,
CE Department

Sudheer K.V.
23/9/2020

Sudheer K.V.
HOD CE

ASREEPATHY INSTITUTE OF MANAGEMENT & TECHNOLOGY

Vavanoor, Kootanad, Palakkad Dist. Kerala 679533

DEPARTMENT OF MECHANICAL ENGINEERING

Third Semester (2019 Batch)

Minutes of Class Committee Meeting-1

Date : 13/09/2020

Platform: Google Meet

Time : 2.00 pm

Agenda:

1. Plan of academic activities.
2. NPTEL course registration
3. Webinar

Attendees:

Sarath S	Chairman				
Praveen Kumar K	HoD/ME				
Krishnan K N	AP/ME				
Sini M	AP/ASH				
Sarath Sankar K S	AP/ME				
Sreedath M K	AP/ME				
Hafis P V	AP/ME				
Crecentine J K	AP/ME				
Vinay Krishnan U	AP/ME				
Arjun	Student				
Hridin Das	Student				
Mohammed Shamid	Student				

Discussions:

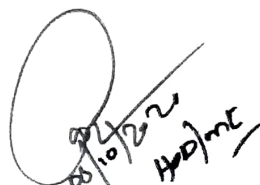
- Students were asked to give the feedback about different courses.
 1. **MAT 201 PARTIAL DIFFERENTIAL EQUATION AND COMPLEX ANALYSIS:** *Module 1 completed. Assignment No 1 given Students are satisfied with the class*
 2. **MET 201 MECHANICS OF SOLIDS:** *Module 1 completed. Assignment not given. Students requested to share the notes. Students are satisfied*
 3. **MET 203 MECHANICS OF FLUIDS:** *Module 1 completed and assignments given. Students are well satisfied with video lectures, weekly exams and classes.*
 4. **MET 205 METALLURGY & MATERIAL SCIENCE:** *Module 1 completed. Notes and ppts are being shared. No new suggestions from the student's side.*
 5. **EST 200 DESIGN AND ENGINEERING:** *Module 1 completed and assignment 1 given. Notes and ppts are being shared with the students. Students are satisfied with the mode of teaching*
 6. **MCN 201 SUSTAINABLE ENGINEERING:** *Module 1 completed. Notes and lecture videos are being shared with the students. Students are satisfied with the mode of teaching.*
 7. **MEL 201 COMPUTER AIDED MACHINE DRAWING:** *Introduction classes have been taken. Students are getting idea about the drawing.*
 8. **MEL 203 MATERIALS TESTING LAB:** *Introduction to the experiments have been given. Planning to give recorded or live videos of working with the machines from the next laboratory periods.*
 9. **MINOR COURSE:** *In all subjects except Electrical (Basket 2) Module 1 has been almost completed. Students are satisfied with the classes*
- Discussed about NPTEL/MOOC Course registration

Decisions taken:

Chairman suggested the following

1. Include **more tutorial** sessions for numerical subjects
2. Provide **E-books** as reference study materials
3. Students are encouraged to register **NPTEL/MOOC** courses which are relevant to course of study


Mr. Sarath S
Chairman,
Third Semester- Class Committee


08/10/2020
HDD/ME



MINUTES OF ADVISORY COMMITTEE MEETING 1

S1 CSE 2019 BATCH

DATE: 19/08/2019

VENUE: SFA's CABIN

TIME: 02:00-02:30 PM

MEMBERS PRESENT

1. Mr. Ganesh P (Senior Faculty Advisor, HOD-CSE)
2. Ms. Ashmy Antony (Faculty Advisor, Asst. Professor-CSE)
3. Ms. Jyothi K (Faculty Advisor, Asst. Professor-AS&H)
4. Ms. Arunima T. K (Student Member, S1 CSE)
5. Ms. Sarika S Nair (Student Member, S1 CSE)
6. Mr. Vaishnav S (Student Member, S1 CSE)
7. Mr. Yesudas P. Y (Student Member, S1 CSE)

Handwritten notes and signatures:
20/8/19
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AGENDA

1. Discuss regarding various theory and practical courses of S1 CSE
2. Awareness about the credits, internal and external evaluation procedure of each course
3. Discuss regarding extracurricular activities in IEDC hours
4. Suggestions from faculty and students

DISCUSSION POINTS

1. Senior Faculty Advisor welcomed all the members to the first advisory committee meeting.
2. SFA gave a brief idea regarding the various theory and practical courses, of the first semester. He also specified the mark distribution of each course while calculating the final internals.
3. He made the students understand the importance of series examinations and assignment submission of each course to obtain good marks while calculating the final internals
4. He advised the students to actively take part in the activities and works conducted by IEDC during its corresponding hours. He also added that students should read any computer magazines or journals to improve their knowledge regarding latest trends and technology

SUGGESTIONS


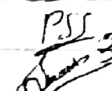
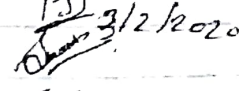
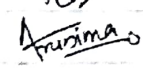


1. SFA suggested that all students should take a printout of syllabus corresponding to each course in order to get a clear cut idea regarding the progress of classes

Handwritten signature:
Arunima

FACULTY ADVISOR MEETING (S2A) 27
VENUE: AS & H STAFF ROOM

DATE: 03/02/2020
TIME: 12:45 PM.

Members Present

1. Ms. Ashmy Antony (Senior Faculty Advisor) 
2. Ms. Jyothi K.K. (Faculty Advisor)
3. Ms. Saneesh P.S. (Faculty Advisor) 
4. Ms. Sarika S Nair (Student Member) 
5. Ms. Arunima T.K. (Student Member) 
6. Mr. Vaishnav S (Student Member) 
7. Mr. Yesudas P.Y. (Student Member) 

Agenda

1. Discuss regarding various theory & practical courses of S2 CSE
2. Syllabus Coverage of each course.
3. Suggestions from Faculty & Students.

Discussion Points

1. SFA welcomed all students to the meeting.
2. SFA gave a brief idea regarding various theory & practical courses of S2 CSE.
3. Students provided feedback regarding the syllabus coverage of each theory & practical courses.
4. It is noted that students are satisfied with current teaching practices adopted by various Faculty Members.
5. SFA instructed the students not to ignore the non credit course HUN102 Professional Communication since there is a 2 hour University Examination for the above course.

