



VIDYA ACADEMY OF SCIENCE & TECHNOLOGY

TECHNICAL CAMPUS, KILIMANOOR
(A Unit of Vidya International Charitable Trust)
Accredited by NAAC with B++ Grade

S4 Class Committee Meeting Minutes

Class: S4 EEE

Date: 04/05/2022

Committee Members:

Chairman: Dr. Pravin Rose T

(Cab)

Faculty Members: Ms Asna S Asok, Mr. Ranjith M, Ms. Anjala S S, Ms. Jumana Beegum, Ms. Sajina S, Ms Divya Sabu, Ms Soumya B K, Ms Liji Ramesan Santhi

Students members: Muhisina Navas, Anandhu S, Gouthami S Kanth, Abhijith A R, Abhi Krishna R, Vaishak


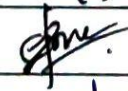
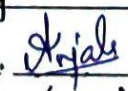


Agenda: New semester (S4), Techfest, Course materials, feedback (subject/general), Class Activities, Planning of Workshop, Improving result and attendance in class

SI No:	Discussions	Decisions made & Action Taken
1	Discussed subject wise module coverage	All faculties must cover the portions as per plan, if lagging should take extra classes
2	Portion coverage, Class test, First series exam	<ul style="list-style-type: none">Schedule course plan as that all should complete 2 modules before the First series exam which is scheduled on 1st week of June 2022Schedule class test accordingly
3	<ul style="list-style-type: none">Tech Fest 2022Arts Day 2022	<ul style="list-style-type: none">All students should be the part of Tech fest 2022 and Arts Day 2022Concentrate more on Technical Projects
4	<ul style="list-style-type: none">Library Facilities	<ul style="list-style-type: none">All books are available and instructed students to use the library.
5	<ul style="list-style-type: none">Previous Semester Lab Exams	<ul style="list-style-type: none">Most of the students felt difficulty in Analog Electronics LabInstructed the faculties to handle the lab to complete the experiments as per plan and

		<p>conduct the model lab experiments as per the external exam model. HOD will randomly visit the Lab.</p> <ul style="list-style-type: none"> • Arrange lab for the students those who are failed in previous lab Exam before the Supplementary Exam
6	<p>Probability Random Process and Numerical Methods</p> <ul style="list-style-type: none"> • Subject is easy 	<ul style="list-style-type: none"> • Class tests should be conducted in a regular manner • Arrange remedial classes for slow learners if necessary • Study materials, and question bank should be distributed
7	<p>DC Machines and Transformer</p> <ul style="list-style-type: none"> • Core Subject with Lab 	<ul style="list-style-type: none"> • Class tests should be conducted in a regular manner • Arrange remedial classes for slow learners if necessary • Class should be scheduled in such a way to do the lab experiments • Study materials, and question bank should be distributed
8	<p>Electromagnetic theory</p> <ul style="list-style-type: none"> • Problematic subject 	<ul style="list-style-type: none"> • Complete the portions as early as possible and take revision class • Class tests should be conducted in a regular manner • Arrange remedial classes for slow learners if necessary • Study materials, and question bank should be distributed
9	<p>Digital Electronics</p> <ul style="list-style-type: none"> • Core Subject with Lab 	<ul style="list-style-type: none"> • Class tests should be conducted in a regular manner • Arrange remedial classes for slow learners if necessary • Class should be scheduled in such a way to do the lab experiments

		<ul style="list-style-type: none"> Study materials, and question bank should be distributed
10	Professional Ethics <ul style="list-style-type: none"> Easy subject 	<ul style="list-style-type: none"> Class tests should be conducted in a regular manner Study materials, and question bank should be distributed
11	Constitution of India <ul style="list-style-type: none"> Easy subject 	<ul style="list-style-type: none"> Class tests should be conducted in a regular manner Study materials, and question bank should be distributed
12	Electrical Machine Lab -I	<ul style="list-style-type: none"> Complete all the 12 experiments as per schedule Arrange model exam similar to University lab exam
13	Digital electronics lab	<ul style="list-style-type: none"> Complete all the 12 experiments as per schedule Arrange model exam similar to University lab exam
14	General Comments <ul style="list-style-type: none"> Class test Attendance Remedial Class 	<ul style="list-style-type: none"> Asked to conduct class test Asked to contact the parents of regular absentees Asked to prepare the timetable for remedial class and also the attendance should taken

Action: Should follow the decisions made and academic schedule

Name of Attendees	Signature
Dr. Pravin Rose T	
Ms. Asna S Asok	
Ms Anjala S S	
Mr. Ranjith M	
Ms. Divya Sabu	

Ms. Soumya B K	<i>B K Soumya</i>
Ms Jumana Beegum	<i>Jumana</i>
Ms. Sajina S	<i>Sajina</i>
Ms. Liji Ramesan Santhi	<i>Liji</i>
Muhisina Navas	<i>Muhisina Navas</i>
Gowthami S Kanth	<i>Gowthami</i>
Anandhu S	<i>Anandhu</i>
Vaishak	<i>Vaishak</i>
Abhijith A R	<i>Abhijith</i>
Abhikrishnan R	<i>Abhikrishnan</i>

[Signature]
Chairman



VIDYA ACADEMY OF SCIENCE & TECHNOLOGY
TECHNICAL CAMPUS, KILIMANOOR
(A Unit of Vidya International Charitable Trust)

Course Committee Meeting Minutes

Course: Basics of Electrical and Electronics Engineering/Basics of Electronics

Class: S1 CE, S1 ME

Date: 03/12/2021

Committee Members:

Chairman: Dr. Neethuraj R.

Faculty Members: Ms. Aswathi V. Nair, Ms. Lisha G Pillai

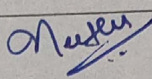
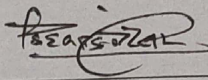
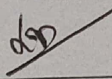
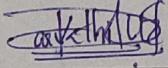
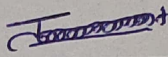


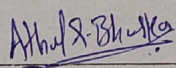
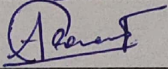
Student Members: Parvathy U, Joji Georgekutty, Vaishnav S S (S1 CE), Anishma S R, Athul S Bhaskar, Aravind A (S1 ME)

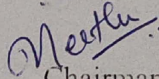
Agenda: New semester introduction, faculty familiarization, course details, syllabus, class work, subject feedback and attendance

SI No:	Discussions	Decisions made
1	New semester introduction	Chairman started the meeting with introducing the new semester to the students.
2	Faculty familiarisation	Faculty member for teaching in S1 CE – Ms. Aswathi V Nair Faculty member for teaching BEC in S1 ME – Ms. Lisha G pillai
3	Course Details	The subject and its importance in Engineering were given by the Chairman and also the importance of course committee.
4	Syllabus	The details of the syllabus were given by the faculty. The question paper pattern was explained to the students.
5	Class work	Discussions on the offline classes and availability of notes shared etc were done.

6	Subject feedback	Students are satisfied with the classes. No issues raised by students.
7	Attendance	There are no regular absentees and faculty members are satisfied with the attendance till date.

Action : Students were advised to be regular in the classes.

Name of Attendees	Signature
Dr. Neethuraj R	
Ms. Aswathi V Nair	
Ms. Lisha G Pillai	
Ms. Parvathy U	
Mr. Joji Georgekutty	
Mr. Vaishnav S S	
Ms. Anishma S R	
Mr. Athul S Bhaskar	
Mr. Aravind A	


Chairman

Dr. Neethuraj R.

