



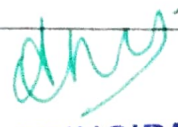
THAMIRABHARANI ENGINEERING COLLEGE
Chathirampudukulam, Chidambaranagar-Vepemkulam Road
Thatchanallur, Tirunelveli – 627 358.

Date: 03.01.2019

Minutes of Department Advisory Committee Meeting

The following members attended the Department Advisory Committee Meeting on 03.01.2019 at 10.00 am in ECE HoD room.

Sl. No.	Name	Designation/ Role	Sign
1.	Mr. G. S. Ayyappan	Industry Expert, Scientist, CSIR, Chennai.	
2.	Mr. N. Arumugam	Academician, Associate Professor, Department of ECE, National Engineering College, Kovilpatti	
3.	Mrs. A. Kanagalakshmi	Head/ECE	
4.	Mr. S. Sundararaj	Assistant Professor /EEE	
5.	Mrs. Bini R. S.	Assistant Professor/ECE	
6.	Mr. A. Niyas Ahamed	Assistant Professor/ECE	
7.	Mrs. P. Saravanaselvi	Assistant Professor/ECE	
8.	T. Saravanakumar	Student, Final Year ECE	
9.	S. Murugalakshmi	Student, Third Year ECE	
10.	Mr. Stin John	Alumni, Senior Quality Supervisor@Binary Fountain Solutions, Technopark, Trivandrum.	
11.	K. Ramasamy	F/o R. Ramalakshmi, Final Year ECE	
12.	V. Murugan	Sumithra Devi M., Final Year ECE	



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The HoD, Convener of the Department Advisory Committee presented the activities of the Department during the academic year 2018-2019 odd semester and are approved. The following suggestion are given by the committee and remedial actions will be taken for improving the performance of the Department during the academic year 2018-2019 even semester.

S.No	Topics	Points Discussed	Resolution
1	Activities Done so far	The activities done by academic year 2018-19 (odd semester) are presented by the HoD through power point presentation.	All the activities were discussed and encouragements are given
2	Course File	Syllabus – Based on feedback from Stake Holders, the content beyond syllabus has to be modified based on industrial need and recent technology. All Possible Question The APQ must contains Bloom's taxonomy, CO mapping, Marks Allocation, University reference and Question to be asked (IAT, Quiz, MCQ, Case Study, Tutorial and Assignment). Course Plan - Like Previous semester, the course plan has to be prepared which contains the College vision and mission, Department vision and mission, for CO-PO mapping we were applied Bloom's taxonomy which is hierarchical ordering of cognitive skills, it can be used in teaching and learning process .It helps in create assessments, plan lessons, evaluate the complexity of assignments, design curriculum maps, develop online courses, plan learning, self-assessment.	After some discussions, Faculties and Stake Holders accepted the work.
3.	Coaching Class	For the last semester, each subject we followed the class test for 5 units for all year students. This method of unit- wise coaching class will help to score more marks in end semester exam. After the completion of each subject, mark report should be submitted to the HOD. For slow learners, coaching classes should be planned. We have discussed to follow the same for the following semester.	After some discussions, it was approved
4	Teaching Methodology	For this semester, innovative teaching methods are carried out in addition to black board, for example, LCD PowerPoint presentation, e-learning has also been initiated by sharing YouTube links and initiating students. It has been decided to follow the same for the forthcoming semester.	The external experts appreciated the involvement of faculty in innovative teaching methodology


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5	Students support	<p>For the problematic subjects, tutorial hours to be added in the timetable. Students will solve problems and corrected by the faculty and monitored regularly by the Department HOD.</p> <p>These were the actions followed in the last semester. It gives the better results comparatively with the pervious semester. Like that the same procedure adapted in previous semester is followed as per the approval of stakeholders,</p> <ul style="list-style-type: none"> ❖ The students in each class were categorized as Advanced Learners (toppers), Average (All Clears) and Slow learners (Having Arrears in pervious semesters) ❖ Faculties are asked to take 3 types of questions regularly and allot the 3 different types of questions to three types of categorized students. ❖ In that, weak students cannot copy the problem from bright students. So they have solved by their own. It helps to improve our results. ❖ Finally faculties are asked to give additional care to correct the weak students' homework. It helps to identify whether the student solve the questions by own. Also HOD strictly suggested monitoring the 'work continuously without fail. <p>Faculties who are handling Problematic papers, the tutorial questions should be prepared and submitted to HOD for each unit.</p>	After some discussions, it was approved
6	Internal Assessment Test	All the faculty members are informed to complete unit 1 and 2 before IAT 1. Unit 3 and 4 for IAT 2 and unit 5 for IAT 3. They are instructed to complete the 5 units before the last week of March 2019.	After some discussions, it was approved.
7	Seminar/Conference/workshop	Our students are regularly attending Seminar/Conference/Workshop in other colleges. It is planned to conduct symposium and conference in the dept.	It has been decided to follow the same In the forthcoming semester
8	Activities regarding best performing students	All students are asked to enroll in NPTEL courses, which will help to gain knowledge about recent trends. It has been decided to follow the same In the forthcoming semester.	Appreciations were given
9	Internship	To the student's Internship and placement conveniences, our college has made it a rule that all second year, third year and final year students have to attend the Internships training program in the end of every semester and are asked to submit a detailed report regarding what they learned in the internship program.	Appreciations were given


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10	Placement and Career guidance	For 2 nd , 3 rd and 4 th year students, a one week training program was conducted. From that, the student's personality development skills and interview skills are trained. IN regulat timetable, the last hour is given for students activities to improve their softskills so as to make them employable. Every Saturday is assigned as special day to improve their problem solving skills and communication skills. Faculty are assigned to help them.	Approved
11	Value added courses	For the last semester we had conducted Value Added Course Android board design for 2 nd year, 3rd year and final year students. For this semester we have planned to conduct simulation tools for embedded system design for 2 nd year and Embedded System Design for 3rd year and final year students.	After some discussions, Faculties and Stake Holders accepted the work
12	Allocating final year projects	The students have started their project work and actively trying to complete in time. Also, students are guided to publish their works in the well-established Conferences and Journals.	After some discussions, Faculties and Stake Holders accepted the work
13	Action to be followed for the current semester	For the upcoming semester, the actions followed in the past semester will be followed for the current semester. For the better results, the students will be categorized under All cleared students, having one arrear, two arrears and more than three arrears. Students, who are having more than two arrears, should be monitored strictly for good results.	After some discussions, Faculties and Stake Holders accepted the work
14	Alumni activities	Last year our alumni students Mr. M. Rajapandian and Mr. Stin John have made presentation for our students for their career guidance in our college. This helped our students to know about the recent trends in fields and scope of job in various fields. Likewise, It has been decided to follow the same In the forthcoming semester.	Discussed and approved
15	Feedback on Courses	Feedback received by individual staff for individual courses are consolidated, analyses and Action taken report on the feedback are submitted	After some discussions, it was approved.


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 HoD/ECE