



K. J. SOMAIYA SCHOOL OF ENGINEERING AND MANAGEMENT

Department of Electronics and Communication Engineering

Ref: KSSEM/ECE/CIR-GEN/009/2023-24

Date: 12/07/2024

CIRCULAR

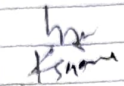

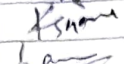



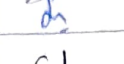








All faculty members are requested to attend department meeting on **13/07/2024** at **12:30PM**. Agenda for the same is mentioned below.

Host: Dr. K Senthil Babu, HOD



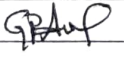


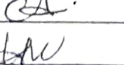




Agenda:

| Sl. No. | Item | Type of Action |
|---------|---|----------------|
| 1 | Discussion on Allotment of exam duty for 1 st year. | Discussion |
| 2 | Discussion on Submission of Laboratory Manuals. | Discussion |
| 3 | Discussion on Conduction of Third internals for 4 th and 6 th Semester. | Discussion |

Teaching Faculty

| Sl. No. | Name of the Faculty | Signature | Sl. No. | Name of the Faculty | Signature |
|---------|-------------------------------|--|---------|------------------------|---|
| 1. | Dr. Mahabaleswar R Bhatt | | 16. | Ms. Muskaan Huda R | |
| 2. | Dr. Girish V Attimarad |  | 17. | Mrs. Reena D Kulkarni |  |
| 3. | Dr. Kishore M |  | 18. | Mr. Sasindran M Prabhu |  |
| 4. | Dr. Manu D K |  | 19. | Dr. Arun Kumar. M |  |
| 5. | Mr. Sanjay Nayak |  | 20. | Mrs. Manjula B G |  |
| 6. | Mr. Gopalakrishna Murthy C.R. | CL | 21. | Mrs. Hema Priya. M |  |
| 7. | Mr. Ravikiran B A | BARU | 22. | Mrs. Tejaswini.G.V |  |
| 8. | Dr. Renuka V Tali | CL | | | |
| 9. | Mr. Syed Waseem Tabraiz | CL | | | |
| 10. | | | | | |
| 11. | Mr. Dileep J |  | | | |
| 12. | Mrs. Swati Sarkar |  | | | |
| 13. | Mrs. Deepa R Bangi |  | | | |
| 14. | Mrs. Bhargavi V S |  | | | |
| 15. | Mrs. Jayashree G R |  | | | |

Non Teaching Staff

| Sl. No. | Name of the Faculty | Signature |
|---------|---------------------|---|
| 1. | Mr. Raju |  |
| 2. | Mr. Ravi Kumar |  |
| 3. | Mrs. Ashwini |  |
| 4. | Mr. Anil Kumar |  |
| 5. | Mr. Girish |  |
| 6. | Mrs. Radhika K S |  |
| 7. | Mrs. Megha P |  |
| 8. | Mrs. Ambika D |  |
| 9. | Mr. Sathish |  |
| 10. | Mr. Prabhakar R |  |


Coordinator


HOD

Professor & Head
Dept. of Electronics & Communication Engineering
K.S. School of Engineering & Management
Bangalore - 560 109



K. S. SCHOOL OF ENGINEERING & MANAGEMENT
DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

MINUTES OF THE MEETING

Date: 13/07/2024

Day: Saturday

Time: 12:30PM to 1:00 PM

AGENDA OF THE MEETING

1. Discussion on Allotment of exam duty for 1st year.
2. Discussion on Submission of Laboratory Manuals.
3. Discussion on Conduction of Third internals for 4th and 6th Semester.

DISCUSSION

1. All the faculties were informed about the allotment of exam duty (Invigilation Duty and DCS Duty) of 2nd Semester Exams and rules and regulations to be followed during the exams.
2. All the faculties were informed to submit the manuals of their respective labs both 21 Scheme and 22 Scheme.
3. All the faculties were informed about the Conduction of Third internals and Lab Internals for 4th semester and 6th semester.

| | |
|--|---|
| 6 th Semester | 29/7/2024, 30/7/2024 and 31/7/2024 |
| 4 th Semester | 5/8/2024, 6/8/2024 and 7/8/2024 |
| 4 th Semester Lab Internals | 30/7/2024, 31/7/2024, 1/8/2024 and 2/8/2024 |
| 6 th Semester Lab Internals | 25/7/2024 and 26/7/2024 |

Signature of HOD, ECE

Professor & Head

Dept. of Electronics & Communication Engineering
K.S. School of Engineering & Management
Bangalore - 560 109

Faculty present in the meeting

Teaching Faculty:

| Sl. No. | Name of the Faculty | Signature | Sl. No. | Name of the Faculty | Signature |
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| 1. | Dr. Mahabaleswar R Bhatt | | 16. | Ms. Muskaan Huda R | |
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| 4. | Dr. Manu D K | | 19. | Dr. Arun Kumar. M | |
| 5. | Mr. Sanjay Nayak | | 20. | Mrs. Manjula B G | |
| 6. | Mr. Gopalakrishna Murthy C.R. | CL | 21. | Mrs. Hema Priya. M | |
| 7. | Mr. Ravikiran B A | | 22. | Mrs. Tejaswini.G.V | |
| 8. | Dr. Renuka V Tali | CL | | | |
| 9. | Mr. Syed Waseem Tabraiz | CL | | | |
| 10. | | | | | |
| 11. | Mr. Dileep J | | | | |
| 12. | Mrs. Swati Sarkar | | | | |
| 13. | Mrs. Deepa R Bangi | | | | |
| 14. | Mrs. Bhargavi V S | | | | |
| 15. | Mrs. Jayashree G R | | | | |

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| 4. | Mr. Anil Kumar | |
| 5. | Mr. Girish | |
| 6. | Mrs. Radhika K S | |
| 7. | Mrs. Megha P | |
| 8. | Mrs. Ambika D | |
| 9. | Mr. Sathish | |
| 10. | Mr. Prabhakar R | |