



SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

(College established in 2005 & Approved by AICTE)

Ph: 0121-3058031/32, Fax: 0121-2439067, E-mail: engineering@subharti.org, Web: www.sitesubharti.org

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under UP Govt. Act No. 29 of 2008 and approved under section 2(f) of UGC Act, 1956)
Email: subharti.uni@gmail.com, Web: www.subharti.org

OFFICE OF THE DIRECTOR


No. DIR/TC/2016

Date: 09 Nov 2016

HoD- CS/IT, EC, EEE, ME, CIVIL, EEM, ASH, Language

NOTICE

1. I am directed to convey that Faculty Board Meeting will be held in 'Principal Office' at 3:00 P.M. on 09.11.2016 (Today) regarding admission for session 2017-18.
2. All HoDs and Associate Professor are requested to present.


(Virender Singh)
Office supdt

CC:

Principal, SITE

Dean SITE



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No. DIR/TC/2016

Date: 09 Nov. 2016

MINUTES OF MEETING

1. A Faculty Board Meeting chaired by Dr. Jayant Shekhar, Principal SITE was held on 09 Nov. 2016 at 2.00 PM in Principal Office, SITE. During the Meeting the following were present:

(a)	Dr. Jayant Shekhar	Professor, Director (CSE)	Chairman
(b)	Dr. Bikas Prasad	Professor, Dean, HOD -ME	Member
(c)	Prof. D. V. Avasthi	Professor, ECE	Member Secretary
(d)	Dr. Amit Asthana	Associate Professor, HOD- CS	Member
(e)	Er. R. K. Sharma	Associate Professor, HOD- CE	Member
(f)	Er. Manik Chand Pandey	Asstt. Professor, IT	Member
(g)	Er. Sachin Kumar	Asstt. Professor, HOD-ECE	Member
(h)	Er. P. K. Kaushal	Asstt. Professor, EEE	Member
(i)	Er. Mukesh Ruhela	Associate Professor, HOD-EEM	Member
(j)	Er. Anil Kumar	Associate Professor, ME	Member
(k)	Dr. M P Yadav	Associate Professor, HOD-ASH	Member

2. At the onset, the Principal welcomed all Members who attended the Meeting to consider urgent issues relating to the day to day functioning of the Department of the Institute.

3. The Board expressed deep concern on the issue of steep decline in the admissions in the IT/ECE/EEE Departments at the B.Tech level and at the M.Tech level in the ECE Department in the Microelectronics, RF and MW Engg; in the ME Department in the CAD/CAM and Thermal Engineering, in the EEE Department in the Power Electronics and Energy Technology and in the Environment Department Environmental Engineering and Management branches, as students are not found interested for admission in these branches due to low demand of these branches in the Industries/Market at present. These branches are recommended to be kept on hold to explore possibilities of improvement in the admissions, in the next two years instead of deciding abrupt closure of the courses which may not be in the best academic interests..

4. Members of the Board expressed the dire need to strengthen academics and resolved to take following steps to contain decline in the admissions in the coming years:

(i). All syllabi pertaining to the semester be uploaded on University website

(ii) Students to be appraised regarding what part of the syllabus is being covered by the concerned faculty in the current lecture.

(iii) Time table of each class should be reshuffled so that in first half of the time table classes of each lab and its connected subject are engaged in the class with each period of 2-hours duration. More stress on Lab is to be given to strengthen teaching of the related theory subjects. Periods in the second half may be assigned to subjects in which there is no connected practical subject prescribed in the semester.

(iv) Students defaulting in dress code, fee payment or discipline should be strictly disallowed entry within precincts of the SITE. List of those defaulting in the registration and/or payment of the Tuition Fee etc. should be sent by respective Departments to Principal for strict action as per rules.

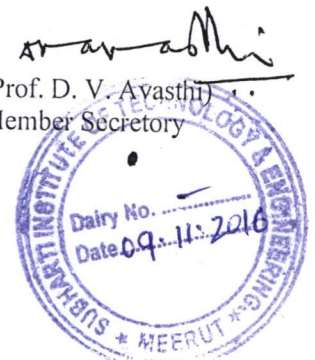
(v) Senior Teachers should be associated with the teaching of First Year. Senior Teachers should also be involved in guiding Resume/PDP preparation to Final Year students.

5. The Meeting then concluded with thanks to the Chair.


(Prof. D. V. Avasthi)
Member Secretary

CC:

- Hon'ble Vice Chancellor- for information.
- HODs – CS/IT, ECE, EEE, ME, CE, EEM- for information and action please.





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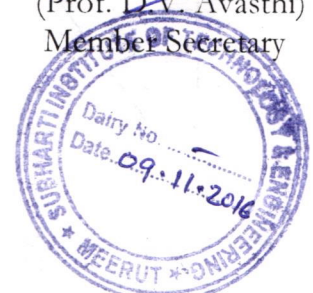
Date: 09 Nov. 2016

ATTENDANCE SHEET FOR THE FACULTY BOARD MEETING HELD ON 09.11.2016

The following faculty members were present during the Faculty Board Meeting on 09 Nov. 2016 at 02:00 PM in the Principal Office :-

Sl. No.	Name of faculty members	Designation		Signature
1	Dr. Jayant Shekhar	Professor, Director, CSE	Chairman	
2	Dr. Bikas Prasad	Professor, Dean, HOD-ME	Member	
3	Prof. D.V. Avasthi	Professor, ECE	Member Secretary	
4	Dr. Amit Ashthana	Associate Professor, HOD-CS	Member	
5	Dr. M.P. Yadav	Associate Professor, HOD-ASH	Member	
6	Er. Mukesh Ruhela	Associate Professor, HOD-EEM	Member	
7	Er. Anil Kumar	Associate Professor, ME	Member	
8	Er. R. K. Sharma	Associate Professor, HOD-CE	Member	
9	Er. Sachin Kumar	Assistant Professor, HOD-ECE	Member	
10	Er. Manik Chand Pandey	Assistant Professor, IT	Member	
11	Er. P. K. Kaushal	Assistant Professor, EEE	Member	

(Prof. D.V. Avasthi)
Member Secretary





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Date: 22 Nov. 2016

ACTION TAKEN REPORT (ATR) OF FACULTY BOARD MEETING HELD ON 09 NOV. 2016

Sl. No.	Agenda Points No.	Action taken on points
1	Agenda Point No. 01	Point forwarded to the Hon'ble Vice Chancellor for issue of direction on the matter.
2	General Agenda Point No. 04 (i to v)	General points discussed in the meeting and being implemented in letter and spirit.

(Dr. Jayant Shekhar)
Principal

Distribution :-

- All Concerned.