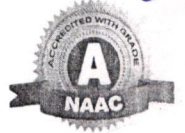




# SUBHARTI INSTITUTE OF TECHNOLOGY & ENGINEERING

(College established in 2005 & Approved by AICTE)

: 0121-2439043/52, Fax: 0121-2439067, E-mail: [engineering@subharti.org](mailto:engineering@subharti.org), Web: [www.engineering.subharti.org](http://www.engineering.subharti.org)



A constituent college of

## SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)

Office of the Dean & Principal

Ref. No. PRI/SITE/2019/1-

Dated 19 Oct. 2019

To

- All HODs - CS/IT, ECE, EEE, ME, Civil Engg., EEM.

### NOTICE

Sir,

1. I am directed to convey that Faculty Board Meeting will be held in the Principal Office at 10:00 AM on 21 Oct. 2019 (Saturday) for discussion on the various agenda points related to this Institute.
2. All HODs are requested to present in the meeting.

(Virender Singh)  
Office Supdt.

CC:

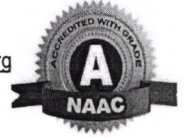
- The Dean & Principal, SITE

– for information please.

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Office of the Principal

Ref. No. PRI/SITE/2019/8149  
Dated 02 Nov. 2019

### MINUTES OF THE FACULTY BOARD MEETING

1. A Faculty Board Meeting chaired by Dr. Manoj Kapil, Principal, SITE was held on 21 Oct. 2019 at 10:00 am in Principal Office, SITE. During the Meeting the following were present:-

(a)	Dr. Manoj Kapil	Professor, Principal	Chairman
(b)	Dr. Ravish Kumar Srivastava	Professor, ME	Member
(c)	Dr. Sharvan Kumar Garg	Professor, CS/IT	Member
(d)	Dr. Sanjiv Kumar	Associate Professor, EEE	Member
(e)	Dr. Mukesh Ruhela	Associate Professor, EEM	Member
(f)	Dr. Vishal Kumar	Assistant Professor, Food & Tech.	Member
(g)	Er. Amit Kumar	Assistant Professor, ECE	Member
(h)	Er. Abhishek Tiwari	Assistant Professor, Civil Engg.	Member

2. The Principal, SITE welcomed all the attendees in the meeting to discuss certain Academic issues. The agenda points discussed in the meeting are given in succeeding paras :-

**Agenda No. 01 :** To confirm the minutes of the Board of Studies meeting held in the all Departments during the session 2019-20.

**Resolution :** The Faculty Board Confirmation Minutes of Board of Studies meeting held in the all departments in session 2019-20.

**Agenda No. 02 :** To report action taken on the minutes of Board of Studies held in the all departments session 2019-20.

**Resolution :** All points of minutes of Board of Studies meeting have been noted by concerned faculty members and are being implemented.

Contd. .... 2

**Agenda No. 03 :** Proposal for choosing Courses running by SWAYAM Portal which is in relevance to the Department :- All HODs has brought out that each Department intend to choose courses running by SWAYAM Portal which is in relevance to the respective departments. These Courses will be of 16 weeks as Annual Refresher Programme in Teaching (ARPIT).

Sl. No.	Department	Courses	Duration of Course
(a)	CSE	Components and Application of Internet of Things.	16 weeks
(b)	ECE	Electronic systems for Sensor Applications.	16 weeks
(c)	EEE	Fundamental Concepts of Electricity.	16 weeks
(d)	ME	Convective Heat Transfer : Fundamentals and applications.	16 weeks
(e)	Civil Engg.	Numerical Methods in Civil Engineering and Sustainable Construction Materials and Technique.	16 weeks
(f)	Food Tech.	Food Nutrition for Healthy Living.	16 weeks

**Resolution :** The Chairman has directed to All HODs to submit detailed proposal for above these courses to get approval of Academic Council.

3. At last, the Chairman thanked to all attendees of meeting and convey that all will do their duty as per procedure, honesty and with requisite transparency.

(Dr. Manoj Kapil)  
Principal



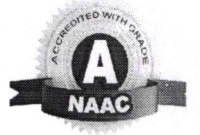
**Distribution :-**

- Hon'ble Vice Chancellor, SVSU.
  - Hon'ble CEO, SVSU.
  - HOD – CS/IT, ECE, EEE, ME, Civil Engg., Food Tech., EEM.
- } - for information please.

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Office of the Principal

Ref. No. PRI/SITE/2019

Dated 21 Oct. 2019

## ATTENDANCE SHEET FOR THE FACULTY BOARD MEETING HELD ON 21 OCT. 2019

The following faculty members were present during the Faculty Board Meeting on 21 Oct. 2019 at 10:00 AM in the Principal Office :-

Sl. No.	Name of faculty members	Designation	Signature	
1	Dr. Manoj Kapil	Professor, Principal	Chairman	
2	Dr. Ravish Kumar Srivastava	Professor, HOD-ME dept.	Member	
3	Dr. Sharvan Kumar Garg	Professor, HOD-CS/IT dept.	Member	
4	Dr. Sanjiv Kumar	Associate Professor, HOD-EEE dept.	Member	
5	Dr. Mukesh Ruhela	Associate Professor, HOD-EEM dept.	Member	
6	Dr. Vishal Kumar	Assistant Professor, HOD-Food Tech. dept.	Member	
7	Er. Amit Kumar	Assistant Professor, HOD-ECE dept.	Member	
8	Er. Abhishek Tiwari	Assistant Professor, HOD-Civil Engg. dept.	Member	

(Dr. Manoj Kapil)  
Principal

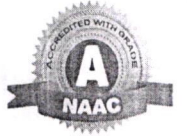




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Office of the Principal

Ref. No. PRI/SITE/2019/-

Dated 15 Nov. 2019

### ACTION TAKEN REPORT (ATR) OF FACULTY BOARD MEETING HELD ON 21 OCT. 2019

Sl. No.	Agenda Points No.	Action taken on points
1	Agenda Point No. 01	Faculty Board confirmed Board of Studies Minutes of all departments.
2	Agenda Point No. 02	All points of minutes of Board of Studies have been noted by concerned HODs are being implemented.
3	Agenda Point No. 03	Points regarding course running by SWAYAM Portal for their department discussed in the meeting. All HODs submitted proposal as discussed for inclusion and submission in Academic Council Meeting.

(Dr. Manoj Kapil)  
Principal



#### Distribution :-

- All Concerned.