Minutes

of the staff meeting held on 29.08.2019 at 12:30 pm in the Committee Room of the Department of Electronics Engineering, the following were present:

1) Prof. Pervez Mustajab
2) Prof. Salim Beg
3) Prof. Muhd Hasan
4) Prof. Omar Farooq (Chairperson)
5) Prof. M. Shah Alam
6) Prof. Ekram Khan
7) Prof. S. Maheshwari
8) Prof. M. J. Siddiqui
9) Prof. A.A. Moinuddin
10) Dr. Mrs. Tahira Parveen
11) Mr. M. R. Abidi
12) Dr. Anwar Sadat
13) Dr. Mohd Sharique
14) Dr. Naushad Alam
15) Dr. Mohd Wajid
16) Dr. Mohd Ayyub Khan
17) Ms. Raaziyah Shamim
18) Dr. Rehan Muzammil
19) Mr. Mohd Kashif

The following matters were discussed & decisions taken:

1) The matter related with revolving fund, as mentioned in letter no. 450/PEC Dated 21/08/2019 was discussed at length. Prof. Mohd.Hasan and Prof. Ekram Khan briefed the matter to the members. In this regard the following suggestions were made by the members.

The revolving fund may be generated by the following sources.

i) Sponsored seats in B.Tech program:

   20% of the total fund should be allocated to the department of studies.

ii) Summer Courses/ Internship Program/ Training for the Persons from Industry:

   60% of total fund should go to the resource persons.

   25% of total fund for the development of the department.

   15% of total fund should be allocated to the college.

2) The following committee was formed to define PSOs, for B.Tech and M.Tech programs in light of the NBA requirement.

1) Prof. Mohd. Hasan (2) Prof. Ekram Khan (3) Prof. S.A. Rahman (4) Prof. A.A. Moinuddin

   (5) Mr. M.R. Abidi

3) It was brought to the notice of the Chairman and lab incharge that the students are facing difficulty to work in Computer Lab. due to its occupancy in the forenoon as few classes are being engaged in the lab. So, all staff members are requested to take classes in the assigned classrooms only.

(Prof. Omar Farooq)
Chairman
Dept. of Electronics Engineering