DEPARTMENT OF ELECTRONICS ENGG., AMU, ALIGARH

Dated: 11.4.2013.

Minutes

of the staff meeting held on 10.4.2013 at 12.00 Noon in the Committee Room, Department of Electronics Engineering.

Following were present:

1. Prof. M.J.R.Khan
2. Prof. Zia Ahmad Abbasi
3. Prof. M. Salim Beg (In Chair)
4. Prof. Mohd Hasan
5. Prof. Ekram Khan
6. Mr. M.R. Abidi
7. Dr. M.J.Siddiqui
8. Dr. M. Shah Alam
9. Dr. Athar Ali Moinuddin
10. Dr. Sudhanshu Maheshwari
11. Dr. Anwar Sadat
12. Dr. M.Samar Ansari
13. Dr. Mrs. Parveen Beg
14. Mr. Ale Imran
15. Mr. Amir Khan

The following matters were discussed and decisions taken up:

1. The Chairman informed the members that the NBA accreditation of B.Tech. Courses would end by February 2014 so it is needed to be renewed. The exercise related with the accreditation should be completed by August 2013. Dr. Athar Ali Moinuddin was appointed the Departmental Coordinator for the matter related with accreditation (under NBA) of B.Tech Courses.

2. The staff members were requested to give the list of courses (priority wise) that they would like to teach in academic 2013-14. Each member was requested to give a list of at least 3 UG and 2 PG Courses.

3. The work related with M.Tech (Admissions) process was reviewed.

4. The matter related with increase in M.Tech Electronics intake was discussed and Dr. Sudhanshu Maheshwari was requested that he, in consultation with Chairman, should take up the matter.

5. All requirements for year 2013-14 under TEQIP should be sent to Dr. M.S. Alam, who will consolidate the requirements and coordinate the TEQIP related activities.

6. Prof. M. Hasan and Mr. M.R. Abidi were requested to draft a letter to the VC for the extension of the building (on the 1st Floor & close to IC Lab) of Electronics Engg. Department. A tentative plan for the same was discussed with the members.

7. Dr. Athar Ali Moinuddin was requested to look and suggest the possible arrangements that could be done for drinking water facility for students and staff (in consultation with Tea Club Incharges: Dr. M. Shah Alam & Dr. Anwar Sadat).

8. Prof. M. Hasan was requested to expedite the issues related to Summer Internship at our Department.

(Prof. M. Salim Beg)
Chairman