

# SAHRDAYA COLLEGE OF ENGINEERING AND TECHNOLOGY, KODAKARA - 680684

## Minutes of the meeting

**Name of the meeting:** Department Advisory Committee (DAC) Meeting

**Period of Review :** (optional)


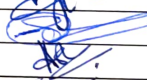
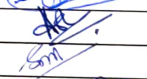
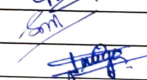


**Date & Time of meeting:** 10/03/2022, 8pm

**Venue:** Virtual platform (Google Meet)

**Agenda\*:**

1. Discussion on curriculum and identify deficiencies
2. Based on the discussion of agenda 1, identify the activities and add-on courses to be conducted in the next semester to overcome the deficiencies.
3. Discussion related to placement activities on department
4. Suggestions or improvements in Programme Specific Outcomes (PSOs) of the Department

**Members attended:**

S. No.	Name	Designation	Signature
1	Jovin T P	Lead Engineer - Technical Application Engineering, General Electric(GE), Chennai	✓
2	Dr. Gopakumar P	Assistant Professor, NIT Calicut	✓
3	Femi C Anto	Hardware Engineer, VVDN Technologies, Chennai Alumni (2017-21 batch)	✓
4	Reena Jose	Parent representative	✓
5	Dr. Vijikala V	Associate Professor, HOD EEE	
6	Mr. Sebin Davis K	Assistant Professor	
7	Ms Ashna Mohan	Assistant Professor	
8	Ms Neethu John	Assistant Professor	
9	Ms Drisya K Sasi	Assistant Professor	
10	Mr Adarsh S R	Assistant Professor	

\*Agenda is optional. Each agenda item must be numbered and typed in separate line)

**1. Review of Action Points of the Previous Meeting:**

<b>Details of Action</b>	<b>Target Date</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Revised Target</b>	<b>Status</b> (Closed/Cancelled/ Continuous/ Ongoing/Deferred)
Provide proper counseling for students to handle pressure and tension	Next academic year onwards	Neethu John	<ul style="list-style-type: none"> <li>• Due to the pandemic, counselors were not available in campus.</li> <li>• Thus, during the starting of the semester proper mentoring is given for all students by the advisors</li> </ul>	--	Closed
Support students to improve their skills by providing motivational talks and classes related to psychological control	Next semester	Abhijith R Prasad	<ul style="list-style-type: none"> <li>• An online webinar is conducted on "Life skills to achieve life goals" by Abhilash G R, Certified Adolescent Counselor, University of Kerala</li> </ul>	--	Closed
Provide Coding courses those who are interested in software jobs	Immediate	Shimin V V	<ul style="list-style-type: none"> <li>• Online coding coaching is given by college</li> </ul>	--	Closed
Organize aptitude trainings	Next semester	Abhijith R Prasad	<ul style="list-style-type: none"> <li>• Monthly aptitude tests are conducting</li> </ul>	--	Continuous
Conducting group discussions or debates	Next semester	Advisors	<ul style="list-style-type: none"> <li>• There was no SGA hour due to online classes during the 2020-</li> </ul>	--	Closed

based on current problems on global energy environment especially in power sector	Friday (During SGA)		21 even semester. <ul style="list-style-type: none"> <li>Conducted in 2021-22 odd semester during SGA hours on every Saturdays.</li> </ul>		
Tie-ups with companies and MoUs for providing internships or job trainings	Immediate	Adarsh S R	<ul style="list-style-type: none"> <li>New MoU is signed with MAVEN Silicon for providing trainings for students.</li> <li>MoUs for internships are on progress</li> </ul>	31/03/2022	Ongoing
Vision and Mission statements are discussed. Decided to collect the opinions through mail.	Immediate	Drisyra K Sasi	<ul style="list-style-type: none"> <li>No changes are required for the existing Vision and Mission</li> </ul>	--	Closed

## 2. Decisions taken during this meeting

Points of Review	Decisions taken	Responsibility	Target date
Curriculum, Deficiencies and add-on courses	<ul style="list-style-type: none"> <li>Training should be provided to make industry ready engineers.</li> <li>Add-on courses on MATLAB, Electrical CAD, MI Power etc can be provided for students to improve their practical skills</li> </ul>	Abhijith P asad	30/04/2022
	<ul style="list-style-type: none"> <li>Provide electrical system design courses</li> </ul>	Sebin Davis K	Every

	during every semester.		semester
Placements	<ul style="list-style-type: none"> <li>This will help the students to become industry ready engineers.</li> </ul>	All faculty members	Next semester onwards
	<ul style="list-style-type: none"> <li>Recommend NPTEL/SWAYAM courses for students to improve the subject knowledge</li> </ul>	Advisors	During SGA hours
	<ul style="list-style-type: none"> <li>Conducting group discussions or debates based on current problems on global energy environment especially in power sector</li> </ul>	Abhijith R Prasad	31/03/2022
Revision of PSOs	<ul style="list-style-type: none"> <li>Tie-ups with companies and MoUs for providing internships or job trainings</li> </ul>	Drisy K Sasi	02/04/2022
	<ul style="list-style-type: none"> <li>PSO statements are discussed. Decided to collect the opinions through mail.</li> </ul>		

Date : 14/03/2022  
C.C.TO:

Prepared by: Drisy K Sasi

Approved by: Dr Vijikala V  
HOD EEE