



# Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

Phone: 08258-262725, Fax: 08258-262726


## DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

CIRCULAR dated 3<sup>rd</sup> June, 2019

All the faculties are informed to attend the department meeting on 14<sup>th</sup> June, 2019 @ 2 PM. **Kindly come prepare for the following agendas.**

### Agenda

1. Subject Allotment
2. Updates of Audited files
3. Gap Identification
4. Review paper status(Come with details)
5. C-DAC project Apply details
6. Attainment in previous course files
7. Attainment of current semester
8. Results updates in attendance register
9. Program Files updates
10. NBA Criteria File Updates
11. NAAC Work progress
12. Publication details
13. Workshop attended details
14. Impartus Video updates .
15. Faculty Appraisal

  
HOD, CSE  
Dept. Of Computer Science & Engineering  
Alva's Institute of Engg. & Technology  
Mijar, MOODBIDRI - 574 225

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1.	Dr. Mohideen Badhusha S	<i>[Signature]</i>
2.	Mr. Venkatesh	<i>[Signature]</i>
3.	Mr. Vasudev S Shahapur	<i>[Signature]</i>
4.	Mr. Harish Kunder	<i>[Signature]</i>
5.	Mr. Sayeesh	<i>[Signature]</i>
6.	Dr. Sumith N.	<i>[Signature]</i>
7.	Mr. Chanchal Antony	<i>[Signature]</i>
8.	Mr. Sushant Mangasuli	<i>[Signature]</i>
9.	Mr. Parikshith Nayaka S.K	<i>[Signature]</i>
10.	Mr. Hemanth Kumar N P	<i>[Signature]</i>
11.	Ms Vidya	<i>[Signature]</i>
12.	Mr. Vivek Sharma S	<i>[Signature]</i>
13.	Ms. Deeksha M	<i>[Signature]</i>
14.	Ms. Remul Pinto	<i>[Signature]</i>
15.	Mr. Tahir N H B	<i>[Signature]</i>
16.	Ms. Shruthi Shetty J	<i>[Signature]</i>
17.	Mrs. Merlyn Melita	<i>[Signature]</i>
18.	Mrs. Harshitha G M	<i>[Signature]</i>
19.	Ms. Ankitha Shetty	<i>[Signature]</i>
20.	Mrs. Mangala Kini	<i>[Signature]</i>
21.	Ms. Megha D Hegde	<i>[Signature]</i>
22.	Ms. Shilpa	<i>[Signature]</i>
23.	Ms. Reena Lobo	<i>[Signature]</i>



**Alva's Institute of Engineering & Technology, Moodbidri**  
**Department of Computer Science & Engineering**

**Minutes of Department Meeting**

Department meeting was held on 14<sup>th</sup> June, 2019 to discuss about the following agendas listed below.

(6)

1. Subject Allotment
2. Updates of Audited files
3. Gap Identification
4. Review paper status
5. Attainment in previous course files
6. Attainment of current semester
7. Results updates in attendance register
8. Program Files updates
9. NBA Criteria File Updates
10. NAAC Work progress
11. Publication details
12. Workshop attended details
13. Impartus Video updates
14. Faculty Appraisal
15. Any other matters

**Recommendations of the Meeting**

- HOD considered all the subject preferences of faculty members & Discussed with various issues and allotted the subjects to faculty members.
- HOD informed all the faculty members to update the course files as per the audited comments by committee.
- HOD informed all the faculty members to give the feedback about subjects which they recently and told to identify the gap if any.
- HOD collected all the review paper publication details from faculty





**Alva's Institute of Engineering & Technology, Moodbidri**  
**Department of Computer Science & Engineering**

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- Decided to update the attainment score of last semester in course file as per revaluation results
- Decided to calculate the attainment of present semester only considering I.A marks
- Decided to update the results in attendance register of previous semesters.
- HOD informed all the Program file Incharges to update the files as per the events of present semester.
- HOD informed all the faculty members to update the Publication details and Workshop attended details in Google docs shared by HOD
- HOD instructed all faculty members to submit the Faculty Appraisal forms on June 30<sup>th</sup>, 2019 by considering only Jan-June 2019 Activities.
- Decided to conduct the Workshop on Data Analytics and Machine Learning using Python on 4<sup>th</sup> & 5<sup>th</sup>, July, 2019.

**Action Plan of previous Meeting**

- Course files were updated by faculty and Internal auditing was conducted on 6<sup>th</sup> June, 2019.
- Dhi software is updated by all faculty
- Coaching class attendance is maintained
- All faculty members submitted their Academic Audit Report of Even Semester.






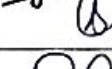



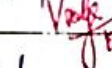
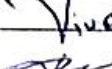
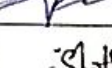
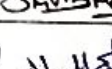
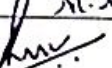
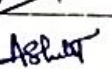
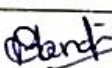
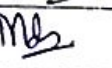
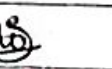
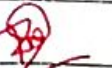

# Alva's Institute of Engineering & Technology, Moodbidri

## Department of Computer Science & Engineering

1.	Dr. Mohideen Badhusha S	
2.	Mr. Venkatesh	
3.	Mr. Vasudev S Shahapur	
4.	Mr. Harish Kunder	
5.	Mr. Sayeesh	
6.	Dr. Sumith N.	
7.	Mr. Chanchal Antony	
8.	Mr. Sushant Mangasuli	
9.	Mr. Parikshith Nayaka S.K	
10.	Mr. Hemanth Kumar N P	
11.	Ms Vidya	Matichin leave
12.	Mr. Vivek Sharma S	Vivek Sharma
13.	Ms. Deeksha M	
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16.	Ms. Shruthi Shetty J	
17.	Ms. Merlyn Melita	M. Melita
18.	Mrs. Harshitha G M	
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### DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

### Minutes of Department Meeting

Date: 13-12-2019

Department meeting was held on 13<sup>th</sup> Dec, 2019 to discuss about the following agendas listed below.

#### Agenda

1. Subject Allotment
2. Course File
3. VTU I.A Marks Entry
4. Coaching classes details
5. Review Paper Progress
6. Placement Guardian file
7. Project/Seminar Progress
8. Activity Class Feedback
9. Personal Files updates by Mentor
10. Any other matter

#### Recommendations of the Meeting

1. Initially HOD acknowledged all the faculty for cooperating in NBA process.
2. HOD had given option for faculty members to choose next semester subjects. Based on their option, most of the faculty members are allotted with same subjects for both the sections.
3. Decided to complete the Course File on or before 21<sup>st</sup> Dec, 2019 and faculty need to submit the same to HOD on 21<sup>st</sup> Dec, 2019.
4. As per the VTU Circular, online I.A Entry process has to complete before 20<sup>th</sup> Dec, 2019

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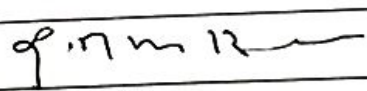
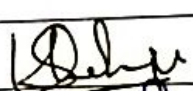
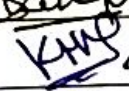




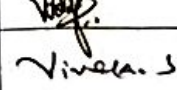
**DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING**

5. HOD informed all faculty members to give the coaching class details to department file.
6. Decided to publish atleast one paper in SCI/Scopus per year by combination of 1 or 2 faculty.
7. HOD informed all the faculty members to submit the Activity file to HOD.
8. Decided to update the personal details of the mentees by mentor time to time.

**Action Taken on previous meeting**

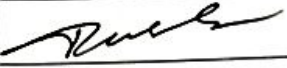

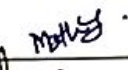


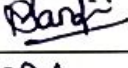



1. Faculty members followed the deadline(as per the department calendar of events) for Assignment submission of students. Faculty members signed the no-due form of the students only after the submission of assigned tasks.
2. Placement record of the Final Year students was tracked by Mentor.

The following faculty members attended the meeting

Sl.No	Faculty Name	Signature
1.	Dr. Mohideen Badhusha S.	
2.	Mr. Venkatesh	Medical Leave
3.	Mr. Vasudev S Shahapur	
4.	Mr. Harish Kunder	
5.	Mr. Sayeesh	
6.	Dr. Sumith N.	
7.	Mr. Sushant Mangasuli	
8.	Mr. Parikshith Nayaka S.K	
9.	Mr. Hemanth Kumar N P	
10.	Mrs Vidya	
11.	Mr. Vivek Sharma S	




**DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING**

12.	Mr. Tahir N H B	
13.	Ms. Shruthi Shetty J	
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17.	Mrs. Mangala Kini	
18.	Ms. Megha D Hegde	
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Meeting

 13/12/19

  
HOD  
Dept. of Computer Science & Engineering  
Alva's Institute of Engineering & Technology  
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