

Prin.	Basic Sc.	Chem.	Civil	Comp.	I.T.	Elect.	Elex.	E & Tc	Mech.	Prod.

Minutes of the HOD Meeting (1 August 2013)

- 1) **Review of the Last Meeting:** Review of the last meeting was taken.
- 2) **Report of the Academic Committee (5/7/13 to 13/7/13 and 14/7/13 to 19/7/13):** The report of the Academic Committee for the period 5/7/13 to 13/7/13 and 14/7/13 to 19/7/13 was circulated to all.
- 3) **Unit Test – Seating Arrangement:** The plan of seating arrangement for the Unit Test I is discussed. Unit Test of B. Tech. (Sem.-I) scheduled on 19 & 20 August 13 will be conducted in the Central Wing classrooms. The detailed plan will be circulated to all.
- 4) **Result Analysis:** Result analysis of April / May 2013 examinations was discussed. HODs gave the feedback taken from student about the result. Following observations were made.
 - i) The reason for failure in theory examination is that the Unit Test have not been taken seriously by the students.
 - ii) More failure in the subject Engineering Graphics was because of topic 'AUTOCAD' was not taught in the classroom.
 - iii) More failure in the subject Engineering Mathematics, Engineering Graphics and Engineering Mechanics was because of marks were not given for the steps in solution of the problem.
 - iv) For the subject Elements of Electrical and Electronics Engineering, text books which covers syllabus of Electronics Engineering are not available in the Library. All the text books available in the library are not based on the syllabus of BVU. Hence, students faced difficulty in understanding the syllabus of Electronics Engg.
 - v) Students gave reason for more failure in the subject Industrial Management that the assessment of the said subject was done on the basis of notes circulated by the faculty member in the classroom only and not on the basis of other references given in text books.