



MOOGAMBIGAI CHARITABLE AND EDUCATIONAL TRUST

## Rajarajeswari College of Engineering

(An Autonomous Institution under Visvesvaraya Technological University, Belagavi)

Department of Electrical & Electronics Engineering



Date: 01.09.2025

### DEPARTMENT ADVISORY COMMITTEE (DAC) Meeting-III

Academic Year 2025-2026(Odd Sem)

#### Minutes of Meeting

The DAC meeting of Electrical and Electronics Engineering Department was conducted on 29.08.2025 at 10:00 AM in Tesla Hall.

Members Present:

Sl. No	Name of Members	Affiliation	Position
1.	Dr P Ebby Darney	Professor & Head of the Department	Chairman
2.	Mr. Vinay Kumar	Assistant Executive Engineer, BESCOM	Industry Person
3.	Mrs. Anusha M	Advanced Analyst (RPA Developer)	Alumni
4.	Dr. R. Arul Jose	Associate Professor	Member
5.	Prof. Shivalingaiah K L	Assistant Professor	Member
6.	Prof. Sincy Elezebeth Kuruvilla	Assistant Professor	Member
7.	Prof. Avinash C M	Assistant Professor	Member
8.	Prof. Nandini N	Assistant Professor	Member
9.	Mr. Naveen E	III Year EEE	Student
10.	Mr. G.Vishnu Datta	IV Year EEE	Student

#### Agenda of the Meeting

1. Approval of the curriculum structure and semester-wise credit distribution.
2. Review and approval of the 1<sup>st</sup> and 2<sup>nd</sup> semester 2025 scheme and syllabus.



3. Discussion on the laboratory and practical framework for IPCC courses.
4. Allotment of mentors/mentees and review of the mentoring system.
5. Review and modification of Department Vision and Mission, Program Outcomes (POs), Program Educational Objectives (PEOs), and Program Specific Outcomes (PSOs).
6. Revision and review of Course Outcome (CO) attainment and improvement measures.
7. Discussion and approval of online courses for VIII Semester under OEC and PEC.

### **Proceedings of the Meeting**

The meeting commenced with the welcome address by the Chairman, Dr. P. Ebby Darney. He briefed the members about the academic progress and objectives of the department.

### **Discussion Points and Resolutions**

#### **1. Curriculum and Credit Structure**

- The credit structure and 2025 scheme were discussed.
- It was resolved to approve the existing curriculum with minor modifications as per university norms.

#### **2. Syllabus Review**

- Members suggested updating the syllabus to include recent industry trends.
- It was resolved that the syllabus will be revised after collecting inputs from stakeholders.

#### **3. Laboratory and Practical Framework for IPCC**

- The formation of lab and practical schemes was discussed.
- It was resolved to standardize lab manuals and experiment formats.

#### **4. Allotment of Mentors/Mentees**

- The allotment of mentors and mentees was reviewed and approved. The committee emphasized effective mentoring for academic and personal development.

#### **5. Vision, Mission, POs, PEOs, and PSOs**

- The Department Vision and Mission, Program Outcomes, Program Educational Objectives, and Program Specific Outcomes were reviewed. It was resolved to revise them based on stakeholder feedback and publish the updated version on the department website.

#### **6. CO Attainment Review**

- The committee reviewed CO attainment levels and resolved to set realistic targets and implement corrective measures for continuous improvement.



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CEE, BCE, EE



### 8. Online Courses for VIII Semester (OEC & PEC)

- The online courses for VIII Semester under OEC and PEC through NPTEL/VTU Online were discussed and approved. Only DAC-approved courses shall be offered to students.

### 9. Meeting Before Semester Start

- It was resolved to conduct DAC and PAC meetings before the commencement of every semester.
- Proper documentation and MoM preparation was emphasized.


### Action Plan

Sl. No	Action Item	Responsibility	Timeline
1	Update syllabus and curriculum	Faculty Members	Before next semester
2	Prepare CO-PO mapping	Course Coordinators	Ongoing
3	Conduct exit surveys	Department	End of semester
4	Update website	Department Coordinator	Immediate
5	Identify slow/advanced learners	Class In-charges	Every semester

The Chairman thanked all members for their valuable suggestions and active participation. The meeting concluded with vote of thanks.

  
HoD-EEE

  
Dean-Academics

  
Principal  
Principal  
RAJARAJESWARI  
COLLEGE OF ENGINEERING  
tamohalli Cross, Bengaluru-7r



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**Rajarajeswari College of Engineering**  
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**Department of Electrical & Electronics Engineering**

NSI  
CSE 202-24



Date: 04.07.2024

**CIRCULAR**

**DEPARTMENT ADVISORY COMMITTEE (DAC) – MEETING I**  
**Academic Year 2024–2025 (Odd Semester)**

This is to inform that the Department Advisory Committee (DAC) – Meeting I of the Department of Electrical and Electronics Engineering was conducted on 11.07.2024 at 10:00 AM in Tesla Hall.

The meeting was held to discuss academic planning, departmental activities, student performance, and industry interaction for the overall development of the department.

All the committee members actively participated and shared their valuable suggestions.

  
**HOD-EEE**

**Copy to**

1. All DAC Members
2. Office of Dean Academics
3. EEE Department File



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**Rajarajeswari College of Engineering**  
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**Department of Electrical & Electronics Engineering**



Date: 13.07.2024

**DEPARTMENT ADVISORY COMMITTEE (DAC) Meeting-I**  
Academic Year 2024-2025(Odd Sem)  
Minutes of Meeting

The DAC meeting of Electrical and Electronics Engineering Department was conducted on 11.07.2024 at 10:00 AM in Tesla Hall.

Members Present:

Sl. No	Name of Members	Affiliation	Position
1.	Dr P Ebby Darney	Professor & Head of the Department	Chairman
2.	Mr. Vinay Kumar	Assistant Executive Engineer, BESCOM	Industry Person
3.	Mrs. Anusha M	Advanced Analyst (RPA Developer)	Alumni
4.	Dr. R. Arul Jose	Associate Professor	Member
5.	Prof. Shivalingaiah K L	Assistant Professor	Member
6.	Prof. Sincy Elezebeth Kuruvilla	Assistant Professor	Member
7.	Prof. Avinash C M	Assistant Professor	Member
8.	Prof. Nandini N	Assistant Professor	Member
9.	Mr.B.Pavan	IV Year EEE	Student
10.	Mr. G.Vishnu Datta	III Year EEE	Student

**Agenda of the Meeting**

1. Welcome and Introduction
2. Approval of the curriculum structure and semester-wise credit distribution.



3. Review and approval of the scheme and syllabus.
4. Discussion on the laboratory and practical framework for IPCC courses.
5. Allotment of mentors/mentees and review of the mentoring system.
6. Review and modification of Department Vision and Mission, Program Outcomes (POs), Program Educational Objectives (PEOs), and Program Specific Outcomes (PSOs).
7. Vote of Thanks

### **Proceedings of the Meeting**

The meeting commenced with a welcome address by the Chairman. The members were briefed about the department's academic progress and the responsibilities after attaining autonomous status.

The Chairman highlighted the importance of curriculum flexibility, quality assurance, and continuous improvement in teaching-learning processes under autonomy.

### **Discussion Points and Resolutions**

#### **1. Curriculum and Credit Structure**

The proposed curriculum structure and semester-wise credit distribution under the autonomous system were presented before the committee. The members discussed the flexibility and relevance of the structure in meeting academic and industry requirements. After detailed deliberations, the committee approved the curriculum framework with minor modifications in accordance with regulatory norms.

#### **2. Syllabus Review**

The revised scheme and syllabus for all semesters were reviewed in detail. The members suggested incorporating recent technological developments, interdisciplinary components, and practical applications. It was resolved to revise the syllabus periodically based on feedback from students, alumni, and industry experts.

#### **3. Laboratory and Practical Framework for IPCC**

The laboratory curriculum, experiment list, and evaluation methods were discussed. The committee emphasized the need for standardized lab manuals, uniform experiment formats, and transparent assessment procedures. It was resolved to implement common guidelines for all practical courses to ensure consistency and quality.

#### **4. Allotment of Mentors/Mentees**

The mentor-mentee allocation and functioning of the mentoring system were reviewed. The committee approved the existing allotment and stressed the importance of regular interaction



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Department of Electrical & Electronics Engineering

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between mentors and students. It was recommended to maintain proper mentoring records and provide academic and personal counseling whenever required.

### 5. Vision, Mission, POs, PEOs, and PSOs

The Department Vision and Mission, Program Outcomes, Program Educational Objectives, and Program Specific Outcomes were reviewed for relevance and alignment with institutional goals. The committee suggested necessary modifications based on stakeholder feedback. It was resolved to update and publish the revised statements on the department website.

### 6. ESC/ETC Courses for I/II Semester 2024-2025

- Introduction to Electrical Engineering and Renewable Energy Sources were selected and approved. Only DAC-approved courses shall be offered to students.

### 7. Meeting Before Semester Start

- It was resolved to conduct DAC and PAC meetings before the commencement of every semester.

### Action Plan

Sl. No	Action Item	Responsibility	Timeline
1	Update syllabus and curriculum	Faculty Members	Before next semester
2	Prepare CO-PO mapping	Course Coordinators	Ongoing
3	Conduct exit surveys	Department	End of semester
4	Update website	Department Coordinator	Immediate
5	Identify slow/advanced learners	Class In-charges	Every semester

The Chairman thanked all members for their valuable suggestions and active participation. The meeting concluded with vote of thanks.

  
HoD-BEE

  
Dean-Academics

  
Principal  
Principal  
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Department of Electrical & Electronics Engineering



Date: 16.12.2024

### CIRCULAR

#### DEPARTMENT ADVISORY COMMITTEE (DAC) – MEETING II

Academic Year 2024–2025 (Even Semester)

This is to inform that the Department Advisory Committee (DAC) – Meeting II of the Department of Electrical and Electronics Engineering was conducted on 23.12.2024 at 10:00 AM in Tes|a Hall.

The meeting was held to discuss academic planning, departmental activities, student performance, and industry interaction for the overall development of the department.

All the committee members actively participated and shared their valuable suggestions.

  
16/12/24  
HOD,EEE

#### Copy to

1. All DAC Members
2. Office of Dean Academics
3. EEE Department File



MOOGAMBIGAI CHARITABLE AND EDUCATIONAL TRUST

## Rajarajeswari College of Engineering

(An Autonomous Institution under Visvesvaraya Technological University, Belagavi)

Department of Electrical & Electronics Engineering



Date: 27.12.2024

### DEPARTMENT ADVISORY COMMITTEE (DAC) Meeting-II

Academic Year 2024-2025(Odd Sem)

#### Minutes of Meeting

The DAC meeting of Electrical and Electronics Engineering Department was conducted on 23.12.2024 at 10:00 AM in Tesla Hall.

Members Present:

Sl. No	Name of Members	Affiliation	Position
1.	Dr P Ebby Darney	Professor & Head of the Department	Chairman
2.	Mr. Vinay Kumar	Assistant Executive Engineer, BESCOM	Industry Person
3.	Mrs. Anusha M	Advanced Analyst (RPA Developer)	Alumni
4.	Dr. R. Arul Jose	Associate Professor	Member
5.	Prof. Shivalingaiah K L	Assistant Professor	Member
6.	Prof. Sincy Elezebeth Kuruvilla	Assistant Professor	Member
7.	Prof. Avinash C M	Assistant Professor	Member
8.	Prof. Nandini N	Assistant Professor	Member
9.	Mr.B.Pavan	IV Year EEE	Student
10.	Mr. G.Vishnu Datta	III Year EEE	Student

#### Agenda of the Meeting

1. Welcome and Introduction
2. Review of action taken on previous DAC resolutions.



3. Review of curriculum implementation and academic progress.
4. Discussion on student performance and mentoring effectiveness.
5. Review of laboratory facilities and utilization.
6. Review of CO-PO attainment and corrective measures.
7. Planning of academic and co-curricular activities.
8. Vote of Thanks

#### **Proceedings of the Meeting**

The meeting commenced with the welcome address by the Chairman, Dr. P. Ebby Darney. He briefed the members about the academic progress and objectives of the department.

The committee reviewed the implementation status of the resolutions passed in the first DAC meeting. The committee appreciated the efforts of the faculty members and instructed that the pending activities, if any, be completed within the stipulated time.

The committee also reviewed the progress of curriculum implementation across 3<sup>rd</sup> and 4<sup>th</sup> semester of 2024 scheme. ESC/AEC courses are discussed and finalised. It was resolved to ensure uniformity in syllabus coverage, lesson planning, and use of innovative teaching methodologies. Faculty members were advised to integrate case studies, simulations, and industry-based examples wherever possible.

The committee discussed various measures to enhance the teaching-learning process. It was resolved to promote blended learning through ICT tools, NPTEL resources, and Learning Management Systems. Faculty members were encouraged to adopt outcome-based education practices effectively.

The academic performance of students was reviewed in detail. The committee resolved to strengthen the mentoring system by conducting periodic mentor-mentee meetings. Special coaching and remedial classes shall be arranged for slow learners, and advanced training programs shall be offered to high-performing students.



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The committee reviewed the adequacy and utilization of laboratory facilities. It was resolved to update laboratory equipment, software tools, and experiment manuals wherever required. Proper maintenance records and lab utilization registers shall be maintained.

The committee analyzed the CO-PO attainment levels. It was resolved to set realistic attainment targets and review them periodically. Based on the analysis, corrective actions such as tutorial classes, additional assignments, and internal assessments shall be implemented to improve attainment levels.

The committee discussed faculty development activities. It was resolved to encourage faculty members to participate in FDPs, workshops, MOOCs, and certification programs. Faculty members shall also be motivated to publish research papers and apply for funded projects.

The committee resolved to strengthen industry-institute interaction through expert lectures, industrial visits, internships, and collaborative projects. Industry experts shall be invited regularly to bridge the gap between academia and industry.

The committee emphasized improving student employability. It was resolved to organize skill development programs, aptitude training, soft-skill workshops, and placement-oriented activities in collaboration with the placement cell.

The committee reviewed departmental documentation practices. It was resolved to update DAC, PAC, BoS, curriculum, syllabus, and attainment reports on the department website regularly. Proper records shall be maintained for accreditation purposes.

The committee discussed stakeholder feedback obtained from students, alumni, parents, and employers. It was resolved to analyze feedback systematically and implement suitable corrective and preventive actions for continuous academic improvement.

The committee resolved to strengthen internal quality assurance mechanisms. Faculty members were instructed to maintain course files, lesson plans, assessment records, and attainment reports as per NBA/NAAC requirements.



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### Action Plan

Sl. No	Action Item	Responsibility	Timeline
1	Complete pending actions	Course Coordinators	Immediate
2	Strengthen mentoring	Class Advisors	Ongoing
3	Upgrade lab facilities	Lab In-charges	This semester
4	Improve CO-PO attainment	Faculty Members	Every semester
5	Organize skill programs	Department	Next semester

The Chairman thanked all members for their valuable suggestions and active participation. The meeting concluded with vote of thanks.

  
HoD-BEE  
27/12

  
Dean-Academics

  
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RAJARAJESWARI  
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