

**Department of Electronics and Communication Engineering**

**JUIT, Wagnaghat**

**Minutes of PEC**

Dated: May 27, 2016

The minutes of the meeting held on May 27, 2016 at 11:30 AM

Discussion and decision taken up

1. A thorough revision of feedback forms, especially Lab feedback form is required.
2. An optional mid-semester feedback by the faculty himself is proposed.
3. The final-semester feedback should be online.
4. There should be attendance cut-off criteria for the students giving feedback. (Students with attendance below 60% should not be allowed to give feedback).
5. Forms with all E or all U should be discarded.
6. Exit survey form finalized and to be taken before the end of the semester.

The meeting ended with thanks to Chair.

Cc:

Prof. Sunil Bhooshan  
Prof. Ghanshyam Singh  
Dr. Meenakshi Sood  
Dr. Pradeep Kumar  
Mohd Wajid