



Ref No. 1721 /DAA/REC/2022

February 18, 2022

Minutes of Meeting

The meeting of the HoDs (APSH, IT, CE, EE) and Dean Academic Affairs was held on February 18, 2022 at 12:15 PM in the office of the Dean Academic Affairs. The following were present:

- 1 Dr. Prabhudatt Dwivedi
- 2 Prof. Vishal Singh Chandel
- 3 Dr. R. C. Panday
- 4 Dr. Puneet Joshi
- 5 Mr. Amit Kumar Rai

Dean, Academic Affairs
HoD, APSH
HoD, IT (Officiating)
HoD, EE
HoD, CE

Directed.

Shiv
rcp
Puneet Joshi
Amit

Various points were discussed and the following decisions are taken in the meeting:

1. Review of Coverage of syllabus: The coverage of syllabus in different year was reviewed and status was informed by the concerned HoD. The following is the coverage of syllabus:

- B.Tech. 2nd Yr. EE 100%
- B.Tech. 2nd Yr. IT 90% to 100%
- B.Tech. 2nd Yr. CE 95% to 100%
- B.Tech. 1st yr. 80 % to 100%

2. Completion of syllabus: It was discussed to complete the syllabus keeping in view of the forthcoming University exam of 1st year and 2nd year. In view of the involvement of faculty members in election duty, it is also decided to conduct extra classes of the subjects as per the requirements.

3. Pre University Test for 2nd Yr: It is decided to conduct Pre University Test for 2nd year students on 23, 24, 25, 26 and 28 February 2022. Duration of the test and Question Paper pattern should be exactly similar to the University Exam. One Paper has to be conducted on each day except on 28 February 2022.

4. Class Test 2 for 1st year students: It is decided to conduct Class Test 2 for 1st year students on 23, 24, 25, 26 and 28 February 2022. Duration of the test will be 2 hours. One Paper has to be conducted on each day except on 28 February 2022.

5. COVID 19 Guidelines: All have to follow COVID 19 Guidelines as per the directive of the Government.

Directed.

(Dr. Prabhudatt Dwivedi)
Dean Academic Affairs

Copy to:

1. Director, for information please.
2. Deans, HoDs,
3. Registrar.
4. All concerned
5. Guard file.