



# Rajkiya Engineering College, Ambedkar Nagar

Katariya Yakoobpur, Ambedkar Nagar (U.P.) - 224122 India  
(AICTE APPROVED GOVERNMENT ENGINEERING COLLEGE)

## Minutes of Meeting

Ref No. 1223/DAA/REC/2021

Date: 22 /06 /2021

The meeting of The Director with HoDs was held on 21-06-21 at 1:30PM in the office of The Director. The following were present:

1. Prof. (Dr.) Sandeep Tiwari (Director)
2. Prof. Vishal Singh Chandel
3. Dr. Sudhakar Tripathi
4. Dr. S. P. Singh
5. Mr. Nitin Shukla
6. Dr. Prabhudatt Dwivedi

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

1. **Multiple Choice Question Bank:** It is decided to prepare objective type/multiple choice question bank of 100-150 questions per unit i.e 500-600 questions of the entire course by concerned subject teacher. For 4<sup>th</sup> year it should be prepared by 26-6-21 and for 1<sup>st</sup>Yr., 2<sup>nd</sup> Yr. and 3<sup>rd</sup> Yr. it should be prepared by 30-6-21.
2. **Lecture Recording:** Each lecture recording should be sent by the faculty members to their respective HoD by 26-6-21 as per the given format:

Sl. No.	Date	Lecture No.	Unit No. / Topic	Link	Remark (if any)

3. **Grants for organising FDP/Conference:** HoDs should explore the various source of fund to get the grants for organising FDP/Conference and the agency through which collaboration can be done. About this The Director should be informed by 24-6-21.
4. **Innovation and Entrepreneurship Development Cell:** HoDs are to submit the list of equipment available in their department related to the IED Cell and which can be sent to IED Cell by 24-6-21. Further some models to be displayed in IED Cell. Each department should identify 25-30 students along with their detail for IEDC.
5. **New Items for IED Cell:** HoDs have to submit the new items to be procured for IED Cell in the following format by 24-6-21

Sl. No.	Name of Item/Instrument	Specification	Company	Purpose of Use/Justification	No of items	Unit Cost	Total Cost	Remark (if any)

6. **COVID-19 Guideline:** All concerns and students need to ensure social distancing and strict compliance of Government guideline regarding COVID-19.

Dr. Prabhudatt Dwivedi  
Dean, Academic Affairs

Copy to: All above