



KIT/EXAM CELL/002

14.10.2017

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 14.10.2017 at 2:30 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of Faculty	Portfolio
1	Mr. Pratyush Tripathi	Controller of exam
2	Mr. Subhashit Yadav	ACOE
3	Mr. Vimal Awasthi	ACOE
4	Ms. Priyadarshini Agarwal	ACOE

Agenda:

- 1) To discuss about the no. of class test & internal marks to be given for assignment & class test.
- 2) To discuss about the date of examination, duration of sessional exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

(Mr. Pratyush Tripathi)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/005

07.12.2017

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 07.12.2017 at 3:30 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

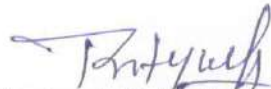
S. No.	Name of Faculty	Portfolio
1	Mr. Pratyush Tripathi	Controller of exam
2	Mr. Subhashit Yadav	ACOE
3	Mr. Vimal Awasthi	ACOE
4	Ms. Priyadarshini Agarwal	ACOE

Agenda:

1. To discuss about the no. of assignments & internal marks to be given for assignments & internal test.
2. To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

1. It was decided to conduct one internal exam.
2. It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
3. It was decided to conduct makeup sessional in which student fails and miss in sessional.
4. It was decided to prepare time table of internal exam & duty allotment.
5. Last date to submit question paper.

  
(Mr. Pratyush Tripathi)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/008

15.02.2018

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 15.02.2018 at 2:15 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

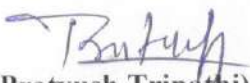
S. No.	Name of Faculty	Portfolio
1	Mr. Pratyush Tripathi	Controller of exam
2	Mr. Subhashit Yadav	ACOE
3	Mr. Vimal Awasthi	ACOE
4	Ms. Priyadarshini Agarwal	ACOE

Agenda:

1. To discuss about the no. of class test & internal marks to be given for class test & internal test.
2. To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

1. It was decided to conduct one sessional exam.
2. It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
3. It was decided to conduct makeup sessional in which student fails and miss in sessional.
4. It was decided to prepare time table of internal exam & duty allotment.
5. Last date to submit question paper.

  
(Mr. Pratyush Tripathi)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/011

20.04.2018

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 20.04.2018 at 3:00 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

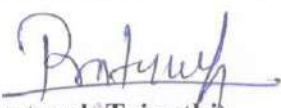
S. No.	Name of Faculty	Portfolio
1	Mr. Pratyush Tripathi	Controller of exam
2	Mr. Subhashit Yadav	ACOE
3	Mr. Vimal Awasthi	ACOE
4	Ms. Priyadarshini Agarwal	ACOE

Agenda:

1. To discuss about the no. of class test & internal marks to be given for assignments & internal test.
2. To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

1. It was decided to conduct one internal put exam.
2. It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
3. It was decided to conduct makeup sessional in which student fails and miss in sessional.
4. It was decided to prepare time table of internal exam & duty allotment.
5. Last date to submit question paper.

  
(Mr. Pratyush Tripathi)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/014

09.10.2018

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 09.10.2018 at 2:00 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

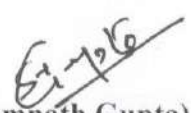
S. No.	Name of Faculty	Portfolio
1	Mr. Somnath Gupta	Controller of exam
2	Mr. Subhasit Yadav	ACOE
3	Mr. Vimal Awasti	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & class test.
- 2) To discuss about the date of examination, duration of put exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of sessional exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Somnath Gupta)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/017

17.12.2018

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 17.12.2018 at 2:30 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

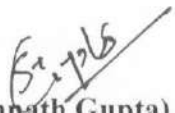
S. No.	Name of Faculty	Portfolio
1	Mr. Somnath Gupta	Controller of exam
2	Mr. Subhasit Yadav	ACOE
3	Mr. Vimal Awasti	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of put exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of put exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Somnath Gupta)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members

KIT/EXAM CELL/020

12.02.2019

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 12.02.2019 at 3:30 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

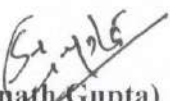
S. No.	Name of Faculty	Portfolio
1	Mr. Somnath Gupta	Controller of exam
2	Mr. Subhasit Yadav	ACOE
3	Mr. Vimal Awasti	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Somnath Gupta)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/023

15.04.2019

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 15.04.2019 at 3:15 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:


S. No.	Name of Faculty	Portfolio
1	Mr. Somnath Gupta	Controller of exam
2	Mr. Subhasit Yadav	ACOE
3	Mr. Vimal Awasti	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal put exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Somnath Gupta)  
Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/026

07.10.2019

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 07.10.2019 at 2:30 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

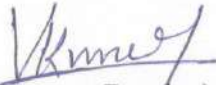
S. No.	Name of Faculty	Portfolio
1	Mr. Vipin Kumar Pandey	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Shubham Tripathi	ACOE
4	Mr. Faraz Khan	ACOE
5	Mr. Vimal Kumar Awasthi	ACOE

**Agenda:**

- 1) To discuss about the no. of Class Test & internal marks to be given for Class Test & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one sessional exam.
- 2) It was decided to conduct sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vipin Kumar Pandey)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/029

17.12.2019

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 17.12.2019 at 3:00 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

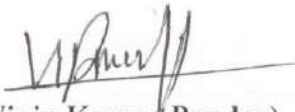
S. No.	Name of Faculty	Portfolio
1	Mr. Vipin Kumar Pandey	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Shubham, Tripathi	ACOE
4	Mr. Faraz Khan	ACOE
5	Mr. Vimal Kumar Awasthi	ACOE

**Agenda:**

- 1) To discuss about the no. of Class Test & internal marks to be given for Class Test & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one internal put exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of internal put exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vipin Kumar Pandey)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/032

10.02.2020

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 10.02.2020 at 2:00 P.M. in the office of undersigned to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of Faculty	Portfolio
1	Mr. Vipin Kumar Pandey	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Shubham Tripathi	ACOE
4	Mr. Faraz Khan	ACOE
5	Mr. Vimal Kumar Awasthi	ACOE

**Agenda:**

- 1) To discuss about the no. of Class Test & internal marks to be given for Class Test & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

(Mr. Vipin Kumar Pandey)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/035

06.04.2020

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 06.04.2020 at 3:30 on online mode through Google Meet Platform to discuss the various issue related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

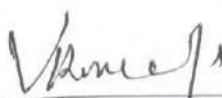
S. No.	Name of Faculty	Portfolio
1	Mr. Vipin Kumar Pandey	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Shubham Tripathi	ACOE
4	Mr. Faraz Khan	ACOE
5	Mr. Vimal Kumar Awasthi	ACOE

Agenda:

- 1) To discuss about the no. of Class Test & internal marks to be given for Class Test & internal test.
- 2) To discuss about the date of examination, duration of sessional Exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one Put Exam.
- 2) It was decided to conduct put Exam for 01:30 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of put Exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vipin Kumar Pandey)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/038

22.10.2020

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 22.10.2020 at 2:30 P.M. on online mode through Google Meet Platform to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

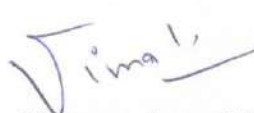
S. No.	Name of Faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Mudit Kumar	ACOE
4	Mr. Dhananjay Singh	ACOE
5	Ms. Swati Trivedi	ACOE

**Agenda:**

- 1) To discuss about the no. of class test & internal marks to be given for class test & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam and makeup sessional exams for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vimal Kumar Awasthi)  
Controller of examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/041

18.12.2020

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 18.12.2020 at 3:15 P.M. on online mode through Google Meet Platform to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of Faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Mudit Kumar	ACOE
4	Mr. Dhananjay Singh	ACOE
5	Ms. Swati Trivedi	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & put test.
- 2) To discuss about the date of examination, duration of put exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one put exam.
- 2) It was decided to conduct put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of internal put exam & duty allotment.
- 4) Last date to submit question paper.

**(Mr. Vimal Kumar Awasthi)**

Controller of Examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members

KIT/EXAM CELL/044

10.02.2021

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 10.02.2021 at 03:30 P.M. on online mode through Google Meet Platform to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting.

S. No.	Name of Faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Mudit Kumar	ACOE
4	Mr. Dhananjay Singh	ACOE
5	Ms. Swati Trivedi	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.



(Mr. Vimal Kumar Awasthi)  
Controller of examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/047

18.04.2021

Minutes of Meeting  
Examination Committee

A meeting of Examination Committee was held on 18.04.2021 at 2:00 P.M. on online mode through Google Meet Platform to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:


S. No.	Name of Faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	Controller of exam
2	Mr. Ashutosh Gaur	ACOE
3	Mr. Mudit Kumar	ACOE
4	Mr. Dhananjay Singh	ACOE
5	Ms. Swati Trivedi	ACOE

Agenda:

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & put test.
- 2) To discuss about the date of examination, duration of put exams, allotment of invigilation duties.

Proceeding of the meeting:

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of put exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vimal Kumar Awasthi)  
Controller of examination

Copy to:

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/050

23.10.2021

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 23.10.2021 at 2:30 on online mode through Google Meet Platform to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	COE (Controller of examination)
2	Mr. Prteek Gangwar	ACOE
3	Mr. Rajat Goel	Member
4	Mr. Deepak Kumar Jha	Member
5	Mr. Dhananjay Singh	ACOE
6.	Mr. Manish Khullar	Member
7.	Mr. Ajay Kumar	Member
8.	Ms. Pallavi Bajpai Dixit	ACOE
9.	Ms. Akanksha Lahiri	Member
10.	Mr. Deepak Chowrasia	Member

**Agenda:**

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & put test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one sessional exam.
- 2) It was decided to conduct sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vimal Kumar Awasthi)

Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/053

27.12.2021

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 27.12.2021 at 2:15 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	COE (Controller of examination)
2	Mr. Prteek Gangwar	ACOE
3	Mr. Rajat Goel	Member
4	Mr. Deepak Kumar Jha	Member
5	Mr. Dhananjay Singh	ACOE
6.	Mr. Manish Khullar	Member
7.	Mr. Ajay Kumar	Member
8.	Ms. Pallavi Bajpai Dixit	ACOE
9.	Ms. Akanksha Lahiri	Member
10.	Mr. Deepak Chowrasia	Member

**Agenda:**

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & put test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one internal exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 100.
- 3) It was decided to prepare time table of internal put exam & duty allotment.
- 4) Last date to submit question paper.

*Vimal*

**(Mr. Vimal Kumar Awasthi)**

Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members



KIT/EXAM CELL/056

12.02.2022

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 12.02.2022 at 3:00 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

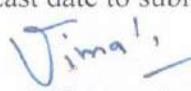
S. No.	Name of faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	COE (Controller of examination)
2	Mr. Prteek Gangwar	ACOE
3	Mr. Rajat Goel	Member
4	Mr. Deepak Kumar Jha	Member
5	Mr. Dhananjay Singh	ACOE
6.	Mr. Manish Khullar	Member
7.	Mr. Ajay Kumar	Member
8.	Ms. Pallavi Bajpai Dixit	ACOE
9.	Ms. Akanksha Lahiri	Member
10.	Mr. Deepak Chowrasia	Member

**Agenda:**

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of internal exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one sessional exam.
- 2) It was decided to conduct sessional exam for 01:30 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal exam & duty allotment.
- 4) Last date to submit question paper.

  
(Mr. Vimal Kumar Awasthi)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members





KIT/EXAM CELL/059

23.04.2022

**Minutes of Meeting**  
**Examination Committee**

A meeting of Examination Committee was held on 23.04.2022 at 3:30 P.M. in the office of undersigned to discuss the various issues related to the effective implementation of Examination guidelines in the campus.

The following members were present in the meeting:

S. No.	Name of faculty	Portfolio
1	Mr. Vimal Kumar Awasthi	COE (Controller of examination)
2	Mr. Prteek Gangwar	ACOE
3	Mr. Rajat Goel	Member
4	Mr. Deepak Kumar Jha	Member
5	Mr. Dhananjay Singh	ACOE
6.	Mr. Manish Khullar	Member
7.	Mr. Ajay Kumar	Member
8.	Ms. Pallavi Bajpai Dixit	ACOE
9.	Ms. Akanksha Lahiri	Member
10.	Mr. Deepak Chowrasia	Member

**Agenda:**

- 1) To discuss about the no. of assignments & internal marks to be given for assignment & internal test.
- 2) To discuss about the date of examination, duration of internal put exams, allotment of invigilation duties.

**Proceeding of the meeting:**

- 1) It was decided to conduct one internal put exam.
- 2) It was decided to conduct internal put exam for 03:00 hours & maximum marks decided as 50.
- 3) It was decided to prepare time table of internal put exam & duty allotment.
- 4) Last date to submit question paper.

*Vimal*  
(Mr. Vimal Kumar Awasthi)  
Controller of Examination

**Copy to:**

1. The Management
2. The Director
3. Deans
4. All HODs
5. Concern Faculty Members