



राजकीय इन्जीनियरिंग कालेज

ग्राम : एकबालपुर, पो० सिकरौरा (देवगांव), आजमगढ़, (उ०प्र०) - 276201 भारत

Rajkiya Engineering College

Vill : Aikbalpur, Post : Sikraura (Deogaon), Azamgarh, (U.P.) - 276201 India
Formerly Manyawar Kanshiram Engineering College of Information Technology)

AICTE APPROVED GOVERNMENT ENGINEERING COLLEGE

VIDE APPROVAL LETTER NO F.NO. NORTHERN/2017/1-3348902381 DATED: 30-APR-2017

Affiliated to Dr.A.P.J.Abdul Kalam Technical University, Lucknow, U.P., India
(Formerly Uttar.Pradesh.Technical University Lucknow)



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Date : 16-08-2017

NOTICE

DEPARTMENT OF CIVIL ENGINEERING

As per discussion held with the honorable Director Sir and Team academic on Aug 11, 2017, the following faculties are designated as Student Advisor (civil Engg). The objective of this is basically to increase efficiency in work and make our functioning cordial and smooth. Roles and responsibilities of Student Advisor mentioned here in, shall come in to effect from 16/08/2017 and shall remain in force until further notification.

List of Student Advisors (civil Engg.)

Year	Name of Faculties
4 th	Mr Avinash Mishra
	Mr Shauhard Ojha
3 rd	Ms Stuti Maurya
	Mr Amrendra singh
2 nd	Mr Mrinank Pandey
	Mr Avneesh Kumar
1 st	Mr Vipin kannaujia
	Ms. Shipra Chaubey

Roles and Responsibilities:

1. To guide the students about rules of attendance (general), Industrial Visits, sports, science & Technology related activities and medical leave etc.
2. Address students' queries and sort out their problems in the larger interest of students.
3. Meeting the parents of students, especially defaulters.
4. To inform the In-Charge/HOD about making alternate arrangement for lectures when a faculty is not available in institute premises.
5. Collect information regarding weaker students(in terms of academic and personal problems) from the subject teachers and arrange remedial classes, counselling sessions in consultation with the In-Charge/HOD
6. Identify good students and motivate them to excel.
7. Update data regarding students' achievements in academics, sports, extracurricular activities etc.
8. Responsibility and setup of laboratory for particular year they have assigned.
9. Any other duty HOD/In-Charge may assign.



Avinash Mishra
In Charge
Civil Engg. Department
REC, Azamgarh

CC

1. Honorable Director Sir for Information
2. Team Academic
3. In-Charge CE Deptt.
4. Notice Board
5. In-charge Website