

Rajkiya Engineering College Azamgarh
UP, INDIA
Dean Academic Office



Participation in 18th Academic Committee Meeting held on 11. 10. 2023 at 3:00 PM in Dr. APJ Kalam Conference Hall, REC Azamgarh:

01	Prof. B. K. Tripathi Director, REC Azamgarh	Chairman	BK
02	Dr. Ambrish Singh Assistant Professor & Registrar Department of Applied Sciences & Humanities	Special Invitee	Ambrish
03	Dr. Vineet Srivastava Assistant Professor & Head, Department of Applied Sciences & Humanities	Member	Vineet
04	Dr. Anoop Narain Singh Assistant Professor & Head, Department of Civil Engineering	Member	Anoop
05	Dr. Tauseef Ahmad Assistant Professor & Head, Department of Information Technology	Member	Tauseef 11.10.2023
06	Mr. Vibhooti Narayan Mishra, Assistant Professor & Head, Department of Mechanical Engineering	Member	Vibhooti
07	Dr. Pramod Kumar Srivastava Assistant Professor and DSW, Department of Applied Sciences & Humanities	Special Invitee	Pramod
08	Mr. Amit Kumar Assistant Professor & Associate Dean Academics, Department of Civil Engineering	Special Invitee	Amit
09	Mr. Ashok Kumar Yadav Assistant Professor & Dean Academics, Department of Information Technology	Member- Secretary	Ashok

Proceeding of the 18th Academic Committee Meeting held on October 11, 2023, at 3:00 PM in Dr. APJ Kalam Conference Hall, Rajkiya Engineering College, Azamgarh, UP, India

Following decisions were taken unanimously: -

Item No.18.1: To confirm the minutes of the meeting of the 16th Academic Committee, & 17th Academic Committee of REC Azamgarh, held on September 30, 2022, at 03:00 PM & January 25, 2023 at 4:00 PM respectively in the Dr APJ Kalam Conference Hall, Rajkiya Engineering College, Azamgarh, UP, India.

The item is placed before the committee for confirmation. Since no comments have been received, the minutes may be confirmed.

Item No.18.2: Action Taken Report of the 16th Academic Committee, & 17th Academic Committee of REC Azamgarh, held on September 30, 2022, at 03:00 PM & January 25, 2023 at 4:00 PM respectively in the Dr APJ Kalam Conference Hall, Rajkiya Engineering College, Azamgarh, UP, India.

The action taken report on the 16th academic meeting and 17th academic committee is placed in the Annexure. The item is placed before the committee for information, and the following comments have been received:

- The committee has recommended that all respective departments prioritize the completion of Item No. 16.8 from the 16th meeting
- The committee has recommended that Item No. 16.19 from the 16th meeting, concerning late registration, will only be considered upon receiving consent from the respective department

Item No. 18.3: Approval of the institute academic calendar for session 2023–24.

The item is placed before the committee for approval, and it is approved by the committee on the condition that each semester shall normally have teaching for 90 working days or as prescribed by AICTE/AKTU from time to time and the Azamgarh Collectorate.

Item No. 18.4: Status of guest faculty recruitment for the academic session 2023–24.

The item is placed before the committee for information and approval. The current status of requirements for guest faculty for sessions 2023–24 is given below.

S.No.	Department	Required No. of Guest faculty	Advertise Guest faculty recruitment vide advt no: RECAZM/GF/01/2023 dated 04/08/2023)	Faculty Join Institute	Requirement to fulfill AICTE/AKTU affiliation Norms



01	Applied Science and Humanities	01 (OBC)	01 (OBC)	01	00
02	Civil Engineering	02 (01 UR, 01 OBC)	02 (01 UR, 01 OBC)	02	0
03	Information Technology	06 (02 UR, 01 OBC, 03 SC)	06 (02 UR, 01 OBC, 03 SC)	02	4
04	Mechanical Engineering	02 (02 UR)	02 (02 UR))	02	0
Total guest faculty needed in all departments.		11	11	7	4

It is unanimously approved by the committee on the condition that to fulfill the norms of UGC/AICTE/AKTU, a new notification can be released to fill (not fill in guest faculty recruitment vide advt no. REC/GF/01/2023) the requirement of guest faculty as per the requirement given by the respective department head. These remaining vacant posts (as per the roster of the institute for regular recruitment) will be advertised on the basis of the requirements of the head of department. The committee also decided that compliance with the instructions received from the technical education department of the government of Uttar Pradesh regarding the increase in honorariums of guest faculty will be effective from September 16, 2023.

Item No. 18.5: To confirm the cancellation of admission of students.

The item is placed before the committee for information and approval, and it is approved by the committee. The committee also suggested refunding the fees of Mr. Vishal Gautam and Ravi Chauhan as soon as possible as per AKTU/AICTE/UGC/UP government norms.

Session 2022-23

S.No.	Name of Student	Branch	Registration No.	Date of application	Fee
01	Praduman Kumar Gond	IT (LE)	223510830495	19/11/2022	5000.00
02	Hardik Gupta	IT	220310596213	04/11/2023	40000.00

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01	Applied Science and Humanities	01 (OBC)	01 (OBC)	01	00
02	Civil Engineering	02 (01 UR, 01 OBC)	02 (01 UR, 01 OBC)	02	0
03	Information Technology	06 (02 UR, 01 OBC, 03 SC)	06 (02 UR, 01 OBC, 03 SC)	02	4
04	Mechanical Engineering	02 (02 UR)	02 (02 UR)	02	0
Total guest faculty needed in all departments.		11	11	7	4

It is unanimously approved by the committee on the condition that to fulfill the norms of UGC/AICTE/AKTU, a new notification can be released to fill (not fill in guest faculty recruitment vide advt no. REC/GF/01/2023) the requirement of guest faculty as per the requirement given by the respective department head. These remaining vacant posts (as per the roster of the institute for regular recruitment) will be advertised on the basis of the requirements of the head of department. The committee also decided that compliance with the instructions received from the technical education department of the government of Uttar Pradesh regarding the increase in honorariums of guest faculty will be effective from September 16, 2023.

Item No. 18.5: To confirm the cancellation of admission of students.

The item is placed before the committee for information and approval, and it is approved by the committee. The committee also suggested refunding the fees of Mr. Vishal Gautam and Ravi Chauhan as soon as possible as per AKTU/AICTE/UGC/UP government norms.

Session 2022-23

S.No.	Name of Student	Branch	Registration No.	Date of application	Fee
01	Praduman Kumar Gond	IT (LE)	223510830495	19/11/2022	5000.00
02	Hardik Gupta	IT	220310596213	04/11/2023	40000.00

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03	Vishal Gautam	IT	Y2213065	07/12/2022	69700.00 16380.00
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Session (2023-24)

01	Ravi Chauhan	ME	230310556084	29/09/2023	43100.00
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Item No. 18.6: To approve the admission committee for the session 2023–2024.

The item is placed before the committee for approval, and it is approved by the committee. A committee of the following Four members under the chairmanship of Dean Academics has been formed for the completion of new admissions (1st year and 2nd year lateral) and university enrolment for session 2023–24.

S. No.	Name	Department	Designation	
1.	Mr. Ashok Kumar Yadav	Information Technology	Assistant Professor	Chairman
2.	Dr. Vineet Srivastva	Applied Sciences and Humanities	Assistant Professor	Member
3.	Dr. Divya Pratap Singh	Applied Sciences and Humanities	Assistant Professor	Member
4.	Dr. Pramod Kumar Srivastava	Applied Sciences and Humanities	Assistant Professor	Member

Item No. 18.7: To change the lunch time

The item is brought before the committee with the request for approval, but the committee decides not to go ahead with the approval at this time.

Item No. 18.8: To open the centers offered by IGNOU, NIELIT, and other renowned government centers on college premises.

The item is placed before the committee for kind information and approval. The committee has instructed the dean academics and the registrar to complete all necessary preliminary work for the establishment of centers offered by Indira Gandhi National Open University (IGNOU), National Institute of Electronics and Information Technology (NIELIT), and other prestigious government organizations on the college campus.

Item No. 18.8: Issues in the student fee payment gateway system of the college.

The item is placed before the committee for their kind information. The committee has directed that the dean academics send a letter to the F&AO to resolve the issues as soon as possible in the interest of students.

Item No. 16.19: Any other matter brought by committee members with the permission of academic council chair.

Due to ongoing disruptions in training and placement activities, an ad hoc committee with the following members is being urgently established with top priority. This committee is tasked with executing all feasible actions concerning training and placement. In cases requiring accommodation and necessary resources, the committee is authorized to utilize the available resources within the college.

S. No.	Name	Designation	
1.	Mr. Vishal Kumar	Assistant Professor, Department of Civil Engineering	Chairman
2.	Dr. Tauseef Ahmad	Assistant Professor, Department of Information Technology	Member
3.	Mr. Amit Kumar	Assistant Professor, Department of Civil Engineering	Member
4.	Dr. Vineet Srivastava	Assistant Professor, Applied Sciences and Humanities	Member
5.	Mr. Vibhooti Narayan Mishra	Assistant Professor, Department of Mechanical Engineering	Member
6.	Mr. Ashok Kumar Yadav	Assistant Professor, Department of Information Technology	Member

The chairperson of the committee will be Mr. Vishal Kumar, but in his absence, Mr. Amit Kumar will be the chairperson of the committee.

The above Training and Placement Committee will be responsible for coordinating and facilitating the placement of students in various companies and organizations for internships, projects, and full-time employment: Committee will try to do:

- Establishing and maintaining relationships with different companies and industries to create placement opportunities for students.
- Arranging and conducting recruitment drives, both on-campus and off-campus, inviting companies to interview and hire students using the available resources, infrastructure, and financial assistance as per UP government guidelines.
- Providing guidance, counseling, and training to students, including resume building, interview preparation, and soft skills development.
- Maintaining records and statistics regarding placement and recruitment activities.



The goal of the Training and Placement Committee is to bridge the gap between academic learning and industry requirements, ensuring students are well-prepared and have opportunities for a successful transition into their careers.

The Dean of Student Welfare will prepare a proposal outlining regarding students' medical insurance coverage for the finance committee's consideration.

The departments of mechanical engineering and civil engineering will try to do all possible things and implement all workable strategies to enhance admissions for the forthcoming academic year.



Member Secretary



Chairman



Minutes of 17th Academic Committee Meeting

The following members have been present in the emergent Academic Committee Meeting held on 25. 01. 2023 at 4:00 PM in Dr. APJ Kalam Conference Hall, REC Azamgarh:

S.No.	Name	Designation
01	Prof. B. K. Tripathi Director, REC Azamgarh	Chairman
02	Dr. Ambrish Singh Assistant Professor & Registrar Department of Applied Sciences & Humanities	Special Invitee
03	Dr. Vineet Srivastava Assistant Professor & Head, Department of Applied Sciences & Humanities	Member
04	Dr. Anoop Narain Singh Assistant Professor & Head, Department of Civil Engineering	Member
05	Dr. Tauseef Ahmad Assistant Professor & Head, Department of Information Technology	Member
06	Mr. Vibhooti Narayan Mishra, Assistant Professor & Head, Department of Mechanical Engineering	Member
07	Dr. Pramod Kumar Srivastava Assistant Professor and DSW, Department of Applied Sciences & Humanities	Special Invitee
08	Mr. Amit Kumar Assistant Professor & Associate Dean Academics, Department of Civil Engineering	Special Invitee
09	Mr. Ashok Kumar Yadav Assistant Professor & Dean Academics, Department of Information Technology	Member-Secretary

1. It has been confirmed to distribute the merit amount to the following students as per their academic performance in the class for the session 2021-22.

चतुर्थ वर्ष - जनपदीय अभियंत्रण विभाग			
नाम	अनुक्रमांक	मेरिट	प्रामांक (प्रतिशत)
Kalpna Verma	1907360000028	प्रथम	81.94
Ayush Patel	1907360000017	द्वितीय	80.73
Ashish Pandey	1907360000014	तृतीय	78.51

तृतीय वर्ष - जनपदीय अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Achintya Srivastava	2007360000006	प्रथम	80.16
Deepak Verma	2107360009004	द्वितीय	78.27
Shivam Singh	2007360000048	तृतीय	77.01

द्वितीय वर्ष - जनपदीय अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Rahul Maurya	2107360000029	प्रथम	79.55
Piyush Gupta	2107360000023	द्वितीय	74.50
Yash Vardhan Singh	2107360000042	तृतीय	74.01

चतुर्थ - यांत्रिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Arti Devi	1907360400017	प्रथम	75.32
Shivam	1907360400055	द्वितीय	74.25
Shivaji	1907360400054	तृतीय	74.11

तृतीय वर्ष - यांत्रिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Aayush Patel	2007360400001	प्रथम	81.05
Rishabh Shukla	2007360400039	द्वितीय	78.78
Nirbhay Pratap Singh	2007360400031	तृतीय	77.29

द्वितीय वर्ष - यांत्रिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Anushka Mishra	2107360400006	प्रथम	79.55
Rana Raghuvansh Pratap Singh	2107360400019	द्वितीय	75.72
Shalini Nishad	2107360400025	तृतीय	75.55

चतुर्थ वर्ष - सूचना प्रौद्योगिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Anubhuti Shrivastava	1907360130017	प्रथम	84.57
Akash Singh	1907360130008	द्वितीय	80.19
Ratnesh Chaubey	1907360130041	तृतीय	80.19

तृतीय वर्ष - सूचना प्रौद्योगिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मेरिट	प्राप्तांक (प्रतिशत)
Annu Soni	20073601300017	प्रथम	79.91
Vikram Negi	20073601300064	द्वितीय	77.42
Ishu	20073601300025	तृतीय	77.01

द्वितीय वर्ष - सूचना प्रौद्योगिकी अभियंत्रण विभाग

नाम	अनुक्रमांक	मरिटे	प्राप्तांक (प्रतिशत)
Simran Gupta	2107360130052	प्रथम	80.61
Bhanu Pratap Maurya	2107360130020	द्वितीय	79.44
Mohd Sufiyan	2107360130041	तृतीय	75.72

All the members have given their consent for above decision.

Dr. Ambrish Singh (Special Invitee)

Dr. Vineet Srivastava (Member)

Dr. Anoop Narain Singh (Member)

Dr. Tauseef Ahmad (Member)

Mr. Vibhooti Narayan Mishra (Member)

Dr. Pramod Kumar Srivastava (Special Invitee)

Mr. Amit Kumar (Special Invitee)

Member Secretary

Chairman

Rajkiya Engineering College Azamgarh
UP, INDIA
Dean Academic Office



Participation in 16th Academic Committee Meeting held on 30. 09. 2022 at 3:00 PM in Dr. APJ Kalam Conference Hall, REC Azamgarh:

01	Prof. B. K. Tripathi Director, REC Azamgarh	Chairman	
02	Dr. Ambrish Singh Assistant Professor & Registrar Department of Applied Sciences & Humanities	Special Invitee	
03	Dr. Vineet Srivastava Assistant Professor & Head, Department of Applied Sciences & Humanities	Member	
04	Dr. Anoop Narain Singh Assistant Professor & Head, Department of Civil Engineering	Member	
05	Dr. Tauseef Ahmad Assistant Professor & Head, Department of Information Technology	Member	
06	Mr. Vibhooti Narayan Mishra, Assistant Professor & Head, Department of Mechanical Engineering	Member	
07	Dr. Kaushal Shukla Assistant Professor and Dean R&D, Department of Applied Sciences & Humanities	Special Invitee	
08	Dr. Pramod Kumar Srivastava Assistant Professor and DSW, Department of Applied Sciences & Humanities	Special Invitee	
09	Mr. Amit Assistant Professor & Head , Department of Civil Engineering	Special Invitee	
10	Mr. Ashok Kumar Yadav Assistant Professor & Dean Academics, Department of Information Technology	Member- Secretary	

Proceeding of 16th Academic Committee Meeting held on 30.09.2022 at 3:00 PM in Dr APJ Kalam Conference Hall, Rajkiya Engineering College Azamgarh, UP, India

Following decisions were taken unanimously: -

Item No.16.1: To confirm the minutes of the meeting of the 15th Academic Committee, REC Azamgarh, held on September 22, 2021, at 03:00 PM in the Dr APJ Kalam Conference Hall, Rajkiya Engineering College, Azamgarh, UP, India.

Since, no comments have been received, as such the minutes may be confirmed. The item is placed before the Academic Committee for its confirmation.

Item No.16.2: Action Taken Report of the 15th meeting of the Academic Committee, REC Azamgarh, held on 22.09.2021 at 03:00 PM in the Dr APJ Kalam Conference Hall, Rajkiya Engineering College, Azamgarh, UP, India.

The action taken report on the 15th meeting of the committee is placed at Annexure. The item is placed before the committee for information.

Item No. 16.3: Approval of the institute academic calendar for session 2022–23.

The item is placed before the committee for approval and it is approved by the committee on the condition that each semester shall normally have teaching for the 90 working days or as prescribed by AICTE/AKTU from time to time and Azamgarh Collectorate.

Item No. 16.4: Status of guest faculty recruitment for the academic session 2022–23.

The item is placed before the committee for information and for approval. Requirement of Guest faculty for session 2022-23 is given below:

S.No.	Department	Required No. of Guest faculty	Fill in guest faculty recruitment vide advt no: RECAZM/GF/01/2022 dated 21/07/2022	Remaining
01	Applied Science and Humanities	01 (OBC)	01 (OBC)	00
02	Civil Engineering	02 (01 GEN, 01 OBC)	01 (GEN)	01 (OBC)
03	Information Technology	06 (01 GEN, 01 EWS, 01 OBC, 03 SC)	03 (SC)	01 (OBC), 01 (GEN), 01 (EWS)
04	Mechanical Engineering	02 (02 GEN)	01 (GEN)	01 (GEN)
Total No. of required guest faculty in all above departments.		11	06	05

It is unanimously approved by the committee on the condition that to full fill the norms of UGC/AICTE/AKTU, a new notification can be released to fill (not fill in guest faculty



recruitment vide advt no: RECAZM/GF/01/2022 dated 21/07/2022) the requirement of guest faculty as per the requirement given by the respective department head. These remaining vacant posts (as per roster of the institute for regular recruitment) will be advertised on the basis of the requirements of the Head of Department.

Item No. 16.5: To confirm the cancellation of admission of students.

The item is placed before the committee for information & approval and it is approved by the committee.

S.No.	Name of Student	Branch	Registration No.	Date of application	Fee
01	Vikash Singh	IT	Y2140035	09/11/2021	43100.00
02	Rishabh Singh	CE	Y2100044	17/12/2021	43100.00
03	Momin Khan	IT	Y2113032	13/12/2021	21700.00
04	Lovish Kumar	ME	Y2140035	25/11/2021	61700.00
05	Saurabh Mishra	IT	Y2113043	23/12/2021	43100.00

Item No. 16.6: To approve the admission committee for the session 2022–2023.

The item is placed before the committee for approval and it is approved by the committee. A committee of following five members under the chairmanship of Dean Academics has been formed for the completion of new admission (1st year and 2nd year lateral) and university enrolment for session 2022-23. The members of the committee are as follow:

S. No.	Name	Department	Designation	
1.	Mr. Ashok Kumar Yadav	Information Technology	Assistant Professor	Chairman
2.	Dr. Vineet Srivastva	Applied Sciences and Huminites	Assistant Professor	Member
3.	Dr. Divya Pratap Singh	Applied Sciences and Huminites	Assistant Professor	Member
4.	Mr. Sanjay Kumar	Information Technology	Assistant Professor	Member
5.	Mr. Vishal Kumar	Civil Engineering	Assistant Professor	Member

Item No. 16.7: To constitute a standing committee to keep track of students' progress.

The item is placed before the committee for approval and it is approved by the committee that a Student Progress Monitoring and Counseling Committee of five members be set up to keep track of the student's progress and counseling forms, which will regularly provide the same to competent authority/departments.

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S. No.	Name	Department	Designation	
1.	Dr. Anoop Narayan Singh	Civil Engineering	Assistant Professor	Chairman
2.	Mr. Sambhrant Srivastva	Mechanical Engineering	Assistant Professor	Member
3.	Mr. Radhe Shyam Dwivedi	Applied Sciences and Humanities	Assistant Professor	Member
4.	Mr. Sanjay Kumar	Information Technology	Assistant Professor	Member
5.	Mr. Vishal Kumar	Civil Engineering	Assistant Professor	Member

Item No. 16.8: Refund of fee in case of admission cancellation in between mid of academic session.

The item is placed before the committee for directions and suggestions. The committee has suggested forming a three-member committee to study the norms and guidelines given by UGC/AICTE/Govt from time to time and submit a report regarding the same.

S. No.	Name	Department	Designation	
1.	Mr. Anish Kumar	Civil Engineering	Assistant Professor	Chairman
2.	Dr. Divya Pratap Singh	Applied Sciences and Humanities	Assistant Professor	Member
3.	Mr. Sanjay Kumar	Information Technology	Assistant Professor	Member

Item No. 16.9: Policy for enhancement of results and action plans for weak students.

- The item is placed before the committee for approval and it is approved by the committee that, regarding the above concern, the letter REC Azamgarh/Director Office/1004-1009/22 dated 14.06.2022 must be seriously taken. All the concerned faculties must prepare an effective teaching action plan to improve the results.
- All of the concerned faculty members need to work together to locate students who are struggling academically and devise a plan to help them improve their performance. This may involve taking additional or remedial classes as well as face-to-face meetings to discuss the problem and possible solutions.
- After every class test, the faculty members will make a list of the weak students and send it to the dean academic office and director office through their respective HoD.
- The first-year HoD must rethink and replan the necessary actions to improve the first-year result and make a decision. HoD will also prepare an effective action plan for zero hour for 1st year students and submit this information to the director office.
- All the faculty members who are teaching in the 1st year should prepare a lecture plan for their respective subjects and submit it to the dean and director office through HoD before the start of the new semester.

Item No. 16.10: Policy to improve the quality of research and development in an institute
The item is placed before the committee for approval and it is approved by the committee that, regarding the above concern, the letter, REC Azamgarh/Director Office/1079/2022, dated 28.07.2022, must be taken seriously and completed on time. The Committee also suggests that Dean R&D keep track of all research and development activities and provide all the facilities and infrastructure needed to encourage research and development.

Item No. 16.11: Policy for improvement of the final year project.

The item is presented to the committee for approval, and the committee approves that a committee of five members under the chairmanship of the honourable director sir keep track of the progress and development activities of the final year project and provide all the facilities and infrastructure required to encourage that project to transform into a product and possibly become a start-up, thereby promoting the innovation ecosystem and developing a culture of entrepreneurial development.

S. No.	Name	Designation	
1.	Prof. B. K. Tripathi	Director, REC Azamgarh	Chairman
2.	Mr. Ashok Kumar Yadav	Assistant Professor, Department of Information Technology	Member
3.	Dr. Tauseef Ahmad	Assistant Professor, Department of Information Technology	Member
4.	Dr. Anoop Narain Singh	Assistant Professor, Department of Civil Engineering	Member
5.	Mr. Vibhooti Narayan Mishra,	Assistant Professor, Department of Mechanical Engineering	Member

Item No. 16.12: Policy for distribution of teaching loads

The item is presented to the committee for approval, and the committee approves that the teaching load of all the faculty members must be strictly followed as per the norms of AICTE. All departments must ensure to provide individual teaching loads and complied timetables to the director office and dean office in case of any modification in the timetable. The committee has also decided that the faculty member cannot teach the same subject that he/she taught for the last three years.

Item No. 16.13: Policy for internships for 1st year to 4th year students.

The item is presented to the committee for approval, and the committee approves that the training and placement committee will make a policy for internship for 1st, 2nd, 3rd, and 4th year students of all departments as per the norms of AICTE/AKTU.

Item No. 16.14: Policy for teachers' training and learning.



The item is placed before the committee for approval and it is approved by the committee that the following three-member committee will make a policy for teacher training and learning for all the faculty of all departments as per the norms of UGC/AICTE/Govt/AKTU.

S. No.	Name	Designation	
1.	Dr. Tauseef Ahmad	Assistant Professor, Department of Information Technology	Chairman
2.	Dr. Anoop Narain Singh	Assistant Professor, Department of Civil Engineering	Member
3.	Dr. Divya Pratap Singh	Assistant Professor, Applied Sciences and Humanities	Member

Item No. 16.15: Policy for students who cancel their admission directly from the university without informing the institute

The item is placed before the committee for approval and it is approved by the committee that the institute will write a letter to AKTU to get the information of all those students who have cancelled their admission directly from AKTU without giving any information to the institute about their admission cancellation. *H. K. DAA.*

Item No. 16.16: Academic audit should be done by an external member (given by the NBA Coordinator).

The item is placed before the committee for approval and it is approved by the committee that the following members (may increase time to time) can be asked as an external member academic audit. It is recommended that all departments conduct regular academic audits and incorporate all recommendations made by the audit committee into their academic activity.

S. No.	Name	Designation
1.	Dr. S.P. Pandey	Former Director REC, Azamgarh, UP
2.	Prof. N.K. Saxena	Professor, Civil Engineering Department Kamla Nehru Institute of Technology, Sultanpur (U.P)
3.	Dr. Munesh Chandra Trivedi	Associate Professor, Department Computer Science and Engineering NIT Agartala,
4.	Prof. Geetam Singh Tomar	Director, REC, Sonbhadra, UP
5.	Dr. Sudhakar Tripathi	Associate Professor & HOD, Rajkiye Engineering College Ambedkar Nagar, UP
6.	Dr. Amod Tiwari	Associate Professor & Dean, Rajkiye Engineering College Sonbhadra, UP

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Item No. 16.17: Faculty grievance cell should be formed (given by the NBA Coordinator). The item is placed before the committee for approval and it is approved by the committee that the establishment of a Dean of Faculty Affairs in the institute and the chairman for the same will be Dr. Kaushal Kumar Shukla, Assistant Professor, Department of Applied Sciences and Humanities.

Item No. 16.18: Incubation centre progress review (Recommended by Honourable Director sir).

- The item is brought before the committee for a progress review, and it is discussed and suggested that the Incubation Center, REC Azamgarh, and all the faculty members try to use every available means to promote the innovation ecosystem and foster a culture of entrepreneurial development in students through the collaboration of institutions, companies, and organizations.
- The committee has unanimously decided that it is compulsory for all the faculty members to have at least two start-ups, of which one must be from REC Azamgarh alumni.
- Till date, nine start-ups have been added for incubation through the start-up portal in the incubation centre.

Item No. 16.19: Any other matter brought by committee members with the permission of academic council chair.

- The committee suggests that the internet facilities of hostels should be restricted from 10 am to 4 pm Monday to Friday.
- The committee advises that students who fail to register for college on time should be charged a late registration fee of 100 RS each day.
- Dean of Academic and the registrar will be responsible for the design and distribution of the college academic identity card for students, while the chief proctor and dean of student welfare will be responsible for providing hostel identity cards for all hostel students.
- The Committee has suggested that each student must attend all lectures, tutorials, practical classes, and other required curricular and co-curricular activities. Attendance may be excused up to 25% on medical grounds or for other legitimate reasons beyond the students' control. No student who does not meet the overall attendance requirement of 75% will not be permitted to appear in the sessional and end-of-semester examinations. The HoD of the respective departments must ensure the tracking of attendance of students and send it to the dean office and director office and publish it on all notice boards at the end of every month.
- The Committee suggests that HoD and Dean Academic will draft a proposal for the procurement of Turnitin software and all the faculty members try to establish a research laboratory in their area of research.


Member Secretary


Chairman

Rajkiya Engineering College Azamgarh
UP, INDIA
Dean Academic Office



Participation in 15th Academic Committee Meeting held on ...22/05.../2021 at ...3:00 PM... in Dr. APJ Kalam Conference Hall, REC Azamgarh:

01	Prof. B. K. Tripathi Director, REC Azamgarh	Chairman	
02	Dr. Ambrish Singh Registrar	Special Invitee	
03	Dr. Vineet Srivastava Head, Department of Applied Sciences & Humanities	Member	
04	Dr. Anoop Narain Singh Head, Department of Civil Engineering	Member	
05	Dr. Tauseef Ahmad Head, Department of Information Technology	Member	
06	Mr. Vibhooti Narayan Mishra Head, Department of Mechanical Engineering	Member	
07	Mr. Amit Kumar Assistant Professor, Department of Civil Engineering	Special Invitee	
08	Mr. Anish Kumar Assistant Professor, Department of Civil Engineering	Special Invitee	
09	Dr. Pramod Kumar Srivastava Assistant Professor and DSW Department of Applied Sciences & Humanities	Special Invitee	
10	Mr. Ashok Kumar Yadav Dean Academics	Member-Secretary	

Proceeding of 15th Academic Committee Meeting held on 22.09.2021 at 3:00 PM in Dr APJ Kalam Conference Hall, Rajkiya Engineering College Azamgarh, UP, India

Following decisions were taken unanimously: -

Item No.15.1: To confirm the minutes of a meeting of the 14th Academic Committee, REC Azamgarh held on 23.03.2021 at 12:00 PM in Director office.

Since, no comments have been received, as such the minutes may be confirmed. The item is placed before the Academic Committee for its confirmation

Item No.15.2: Action Taken Report of 14th meeting of Academic Committee, REC Azamgarh held on 24.03.2021 at 12:00 PM in Director office.

The action taken report on the 14th meeting of the Academic Committee is placed at Annexure. The item is placed before the Academic Committee for information.

Item No. 15.3: Approval of Institute Academic Calendars for session 2021-22.

The item is placed before the Academic Committee for approval and it is approved by the committee on the condition that each semester shall normally have teaching for the 90 working days or as prescribed by AICTE/AKTU from time to time and Azamgarh Collectorate.

Item No. 15.4: Status of Guest faculty recruitment for session 2021.

The item is placed before the Academic Committee for information and confirmation.

Item No. 15.5: To confirm the cancellation of admission of students.

A. The item is placed before the Academic Committee for information & approval and it is approved by the committee that in session 2020-21 Mr Arpit Tiwari of Mechanical 1st year has cancelled their admission and Mr Devesh Mishra has not completed their university enrolment.

B. Regarding admission cancellation Committee unanimously has decided if any student wants to cancel their admission, students must require to provide their parent's consent regarding the cancellation of admission with the following documents.

1. Application for admission cancellation.
2. A Consent Letter from parents/guardian.
3. Notarial Affidavit of Rs 10.
4. Payment of remaining fee as per AICTE/AKTU guidelines.

Item No. 15.6: To approve admission committee for session 2021-2022.

The item is placed before the Academic committee for approval and it is approved by the committee. A committee of following three members under the chairmanship of Dean Academics has been formed for the completion of new admission (1st year and 2nd year lateral) and university enrolment for session 2021-22. The members of the committee are as follow:



S. No.	Name	Department	Designation	
1.	Mr. Ashok Kumar Yadav	Information Technology	Assistant Professor & Dean Academics	Chairman
2.	Dr. Vincet Srivastva	Applied Sciences and Huminites	Assistant Professor & Head	Member
3.	Dr. Divya Pratap Singh	Applied Sciences and Huminites	Assistant Professor	Member

Item No. 15.7: To constitute a standing committee to keep track of students' progress.

The item is placed before the Academic committee for approval and it is approved by the committee that Academic Audit will be done on priority basis by a committee which must consist of at least one external member (at least level of Associate Professor). Completion of Academic Audit for the session 2020-21 and 2021-22 on time ensured by concerned Head of the department on a priority basis.

Item No. 15.8: To grant the permission of starting PDP classes for final year students.

The item is placed before the Academic committee for approval and it is disapproved by the committee in consideration of financial issues.

Item No. 15.9: Inclusion of value-added course for all year students to increase the placement.

The item is placed before the Academic committee for approval and it is approved by the committee that soft skill/PDP/Training classes for the value-added course should be done under the head of training and placement with consideration of financial and academic norms. It will be ensured by the dean academics.

Item No. 15.10: Presentation of Student Feedback Analysis Report.

- A. The item is placed before the Academic committee for information and the committee got informed. Committee unanimously decided Individual faculty members will ensure the feedback for students for his/her class assigned and this feedback will be taken in the presence of honourable director or any person nominated by the honourable director.
- B. Committee also has decided that Mr Anish Kumar (Assistant professor, Department of Civil Engineering) will assist Dean Academic to complete the 360° feedback assessment in association with dean academics as per AKTU/AICTE guidelines.


Item No. 15.11: Any other matter brought by committee members with the permission of academic council Chair.

- A. A proposal for organizing a national conference on the interdisciplinary field has been proposed by Mr Anish Kumar (Assistant professor, Department of Civil Engineering). The committee has been heartily accepted his proposal for organizing a national conference in



his leadership. The committee has been decided to schedule a conference before 31 May 2022. Mr Anish Kumar ensures to present the proposal for organizing national conference within 30 days to Hon'ble director.

- B. Class Test-III will be considered as a makeup test/ improvement test and during these tests, all the classes will run as per time table for students except those are appearing in the makeup test. The opportunity to appear in the makeup test will be conditional and permission will be granted for appearing in the Makeup test only if, the condition is beyond the control of student. He/she will be allowed to appear in the makeup test after the permission of the concerned subject teacher, HoD, and Dean Academics.
- C. The DSW will ensure the security of students in the hostel if students stay in the hostel during the block holiday.
- D. The Dean Academics will recommend the block holiday only when teaching working days is satisfied as per AKTU rules and regulations.
- E. Dr Ambrish Singh will do the needful handshake with EDI Ahmadabad, IIM Ahmadabad with REC Azamgarh. Dr P.K Srivastava will assist for same.
- F. Dean Academic will ensure fee deposition of all students for session 2021-22 as per government guidelines.
- G. Dean Academic of session 2020-21 will ensure that there is no backlog of fee deposition of any students. If there is any fee backlog, then the dean academic of that time (Semester wise) will ensure deposition of fee latest by 15 October.
- H. The SAR for Department of Civil Engineering and Mechanical Engineering must upload on or before September 30, 2021, provided that the sufficient fund is available for NBA.


Dean Academics
Rajkiya Engineering College
Member Secretary
Deogaon-Azamgarh(U.P.)276201


Chairman