

KIPM - College of Engineering & Technology

(Approved by AICTE, New Delhi & Affiliated to AKTU & BTE, Lucknow)

3rd January, 2022

Minutes of Meeting

1. Opening

The meeting of the Institute Administrative Committee (IAC) has been called by the Director of the Board, Prof. (Dr.) Surya Kant Pathak. The meeting has been organized in the conference Hall at 2:30 PM, available at KIPM-College of Engineering and Technology.. The meeting started with a welcome speech by Director Sir. In his speech he welcomed all the members of the Committee.

2. Members Attended the Meeting

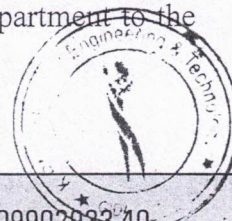
S. No.	Name of the Member	Designation	Sign.
1	Prof. (Dr.) Surya Kant Pathak	Director	<i>S.K. Pathak</i>
2	Mr. Rakesh Kumar Pandey	Dean Academics	<i>R.K. Pandey</i>
3	Dr. Satyabrat Singh	Dean (Student Welfare)	<i>S. Singh</i>
4	Dr. M. Z. R. Khan	HOD-ME & Dean Planning	<i>M.Z.R. Khan</i>
5	Mr. Bhaskar Pandey	HOD-EC & Controller of Exams	<i>B. Pandey</i>
6	Dr. Harendra Chauhan	Convener Admission & HOD-AS&H	<i>H. Chauhan</i>
7	Mr. Ranjeet Kumar Rai	HOD-CS	<i>R. Rai</i>
8	Dr. Puneet Kumar Srivastava	HOD-EE	<i>P. Srivastava</i>
9	Mr. Prateek Shahi	HOD-CE	<i>P. Shahi</i>
10	Mr. Alok Srivastava	Asst. Registrar	<i>A. Srivastava</i>

3. Agenda of the Meeting

- To discuss about the requirement of a Bus.
- To discuss about the repair/testing of all the computer lab equipments along with the facilities provided to different departments.
- Discuss about requirements of Books.

4. Discussion Held

- In view of regular classes and different online exam related activities all the computer labs preparedness must be checked. In addition for proper functioning of administration and academics all the facilities provided to different faculties of the institute has to be checked if any kind of repair or maintenance work is required. It is advice to all Hods's to provide books details i.e. required in your department to the librarian.



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5. Action to be taken

- (Dr.) Surya Kant Pathak has decided to prepare a proposal regarding bus and discuss with Chairman Sir for its final approval.
- Once it is approved by the Chairman Sir, quotation from different companies must be asked and a comparative analysis has to be performed before final order.
- Mr. Pramesh Chandra Srivastava in association with Sanjay Srivastava will take care of the repair and maintenance related work concerning to IT related facilities at Institute.

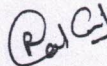
6. Adjournment

The Meeting was adjourned at 3:30 PM. The Chairperson declared the adjournment with her closing speech.

7. Next Meeting

No consensus could found for next date of meeting, so it has decided that next date of the meeting will be conveyed to everyone separately.

8. Submitted by: Mr. Rakesh Kumar Pandey



9. Approved by: Dr. S. K. Pathak

