

ECA/civil/2020/2352
02/09/2020

Department of Civil Engineering
Engineering College, Ajmer

Minutes of Meeting

1. A departmental meeting has been held on 31/8/2020 at 12.30 pm following staff members are present in meeting.


Sr No	Faculties
1	Dr Ganpat Singh
4	Mr Pravesh Saini
5	Mr Dhruv Saxena
6	Dr Sankalp
5	Mr Nishant Singh Kushwaha
6	Mr Dharmendra Singh Dhaka
7	Mr Shivam Chauhan
8	Ms V.P Choudhary
9	Mr Anurag Singh
10	Mr Naveen Choudhary

Following points are discussed

1. Points and progress of previous DFB meeting were discussed by head of the department.
2. Discussions were done on the requirement of different materials in all the labs keeping. Raw materials need to purchased. Faculties are instructed to speed up the process to purchase the raw within the stipulated time.
3. All NPIU Faculties are instructed to take the print out of their course file before the due date.
4. Remedial class should be planned after identifying the weak students and also expert lecture should be planned.

Copy to (Through Website): -

1. Principal (For kind information)
2. TEQIP-3 office
3. Faculty and Staff Circulation
4. Notice Boards
5. Guard File


02/09/2020
H.O.D