

(ISO 9001:2015 Certified)

5 -Km. Stone, Delhi - Meerut Road, Ghaziabad (U.P. - 201003)

Tel: (0120) 2788409, Fax: (0120) 2788350

DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/A/sep/2020-21

Date: 17/9/2020

#### NOTICE

The first review meeting of second and third year adopting faculties is scheduled on 18.9.20 at 12.30 p.min CAD lab to monitor the adopted students attendance and performance.

All adopting faculty members are requested to attend the meeting and should come prepared with the format shared and all supporting documents.

R.K.Yadav) HOD,ECE

#### Copy to:

- 1. Director, Academics (for information)
- 2. All class coordinators and adopting faculties



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Tel: (0120) 2788409, Fax: (0120) 2788350

DEPARTMENT OF ECE

f No.: RKGIT/ECE/13 /Sept/2020-21

Date: 18/9/2020

Minutes of adopting faculties Meeting held on 18.9.2020

e meeting of all adopting faculties with Dr.R.K. Yadav (HOD ECE) was held at 12.30 p.m in CAD p.ECE Department. The following members were present in the meeting.

- 1. Dr.R.K. Yadav- HOD ECE
- 2. Mr. Anuj Kumar (Assistant Professor)
- 3. Ms.Riju Jindal (Assistant Professor)
- 4. Ms.Renu Rani (Assistant Professor)
- 5. Ms. Anamika Gupta (Assistant Professor)
- 6. Ms.HashmatUsmani(Assistant Professor)
- 7. Mr.Sandeep Bhatia (Assistant Professor)
- 8. Mr.Maneesh Srivastav(Assistant Professor)
- 9. Ms.Charu Tyagi(Assistant Professor)
- 10. Ms.Farah Naz (Assistant Professor)
- 11. Mr.Rajneesh Patel (Assistant Professor)

The meeting was started with warm welcome by Dr.R.K.Yadav, HOD ECE .As per the adoption policy,20 students from second year and 15 students from third year have been adopted. Most of these students were detained in ST-1 due to short attendance and many students had carry overs.In the meeting after discussions following decisions have been taken:

- 1. In all cases of short attendance parents should be informed through call and messages. Parents should be clearly conveyed that if their ward will not fulfill attendance criteria of 75 %, they will be detained from exams.
- 2. For weak performer adopting faculties informed to all subject teachers to give special care to such students. Adopting faculties can club weak students with meritorious student for improving their performance.

3. The meeting ended with the permission of the chair.

Dr. R.K. Vadav) HOD, ECE

lopy to: 1. Director, Academics ((for information)



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DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/3/Nov/2020-21

Date: 6/11/2020

#### NOTICE

The Second review meeting of second and third year adopting faculties is scheduled on 9.11.20 in CAD lab at 10.30 a.mto monitor the adopted students attendance and performance in ST-2.

All adopting faculty members are requested to attend the meeting and should come prepared with the latest attendance in the format shared with you.

HOD.ECE

Copy to:

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DEPARTMENT OF ECE

tef No.: RKGIT/ECE/4 /Nov/2020-21

Date: 9/11/2020

Minutes of adopting faculties Meeting held on 9.11.2020 he meeting of all adopting faculties with Dr.R.K. Yadav (HOD ECE) was held at 10.30 a.m in 'AD Lab ,ECE Department. The following members were present in the meeting.

- 1. Dr.R.K.Yadav- HOD ECE
- 2. Mr. Anuj Kumar (Assistant Professor)
- 3. Ms.Riju Jindal (Assistant Professor)
- 4. Ms.Renu Rani (Assistant Professor)
- 5. Ms. Anamika Gupta (Assistant Professor)
- 6. Ms.HashmatUsmani(Assistant Professor)
- 7. Mr.Sandeep Bhatia (Assistant Professor)
- 8. Mr.Maneesh Srivastav(Assistant Professor)
- 9. Ms.Charu Tyagi(Assistant Professor)
- 10. Ms.Farah Naz(Assistant Professor)
- 11. Mr.Rajneesh Patel (Assistant Professor)

In the Review meeting after discussions following decisions have been taken:

- 1. Most of the students had improved their attendance but still there were critical cases with very short attendance. In all critical cases letters to the parents should be sent. Parents should be clearly conveyed that if their ward will not fulfill attendance criteria of 75 %, they will be detained from university exam.
- 2. Take explanation from absentees and provide question bank and model question paper to weak students for improving their performance.

3. The meeting ended with the permission of the chair.

(Dr. R.K. Yadav) HOD,ECE

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DEPARTMENT OF ECE

ef No.: RKGIT/ECE/5/Jan/2020-21

Date: 13/1/2021

Minutes of adopting faculties Meeting held on 13.1.2021 he meeting of all adopting faculties with Dr.R.K. Yadav (HOD ECE) was held at 10.30 a.m in AD Lab, ECE Department. The following members were present in the meeting.

- 1. Dr.R.K.Yadav- HOD ECE
- 2. Mr. Anuj Kumar (Assistant Professor)
- 3. Ms.Riju Jindal (Assistant Professor)
- 4. Ms.Renu Rani (Assistant Professor)
- 5. Ms.HashmatUsmani(Assistant Professor)
- 6. Mr.Sandeep Bhatia (Assistant Professor)
- 7. Mr. Maneesh Srivastav (Assistant Professor)
- 8. Ms.Charu Tyagi(Assistant Professor)
- 9. Ms.Farah Naz(Assistant Professor)
- 10. Mr.Rajneesh Patel (Assistant Professor)

In the Review meeting for attendance after discussions following decisions have been taken:

- Most of the students had improved their attendance but still there were critical cases with very short attendance in second year. In all critical cases the Parents should be clearly conveyed that if their ward will not fulfill attendance criteria of 75 %, they will be detained from university exam.
- 2. The meeting ended with the permission of the chair.

(Dr. R.K. Yadav) HOD, ECE

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DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/5/Feb/2020-21

Date: 11/2/2021

#### NOTICE

he meeting of third year adopting faculties is scheduled on 12.2.21 in CAD lab at 12.30 p.m to nonitor the adopted students performance.

all adopting faculty members are requested to attend the meeting and should come prepared with the format shared with you.

(Dr. R.K. Yadav)

HOD, ECE

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DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/ 6 /Feb/2020-21

Date: 12/2/2021

Minutes of adopting faculties Meeting held on 12.2.2021

The meeting of all third year adopting faculties with Dr.R.K.Yadav (HOD ECE) was held at 12.30 p.m in CAD Lab, ECE Department. The following members were present in the meeting.

- 1. Dr.R.K. Yadav- HOD ECE
- 2. Mr. Anuj Kumar (Assistant Professor)
- 3. Ms.Renu Rani (Assistant Professor)
- 4. Mr.Sandeep Bhatia (Assistant Professor)
- 5. Ms.Charu Tyagi(Assistant Professor)
- 6. Ms.Farah Naz(Assistant Professor)

In the Review meeting after discussions following decisions have been taken:

- 1. All the students had improved their attendance . Most of the students performed well in PUT but some students still not performed well in PUT.Dr.R.K.Yadav (HOD ECE) suggested to all adopter to instruct all adopted students to take benefits of helpdesk.
- 2. Adopter will instruct to all faculties to provide question bank and model question paper to weak students for improving their performance.

3. The meeting ended with the permission of the chair.

(Dr. R.K. Yadav) HOD, ECE

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DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/7/Feb/2020-21

Date: 26/2/2021

#### NOTICE

The meeting of second year adopting faculties is scheduled on 27.2.21 in CAD lab at 12.30 p.mto monitor the adopted students performance.

All adopting faculty members are requested to attend the meeting and should come prepared with the format shared with you.

(Dr. R.K. Yadav)

HOD,ECE

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DEPARTMENT OF ECE

Ref No.: RKGIT/ECE/8 /Feb/2020-21

Date: 27/2/2021

Minutes of adopting faculties Meeting held on 27.2.2021

The meeting of all second year adopting faculties with Dr.R.K. Yadav (HOD ECE) was held at 12.30 p.m in CAD Lab, ECE Department. The following members were present in the meeting.

- 1. Dr.R.K. Yadav- HOD ECE
- 2. Ms.Riju Jindal (Assistant Professor)
- 3. Ms.HashmatUsmani(Assistant Professor)
- 4. Mr. Maneesh Srivastav (Assistant Professor
- 5. Mr.Rajneesh Patel (Assistant Professor)

In the Review meeting after discussions following decisions have been taken:

- 1. All the students had improved their attendance after the revision classes arranged for them .Most of the students performed well in PUT but some students still not performed well in PUT. Dr.R.K.Yadav (HOD ECE) suggested to all adopter to instruct all adopted students to take benefits of helpdesk.
- 2. Adopter will instruct to all faculties to provide question bank and model question paper to weak students for improving their performance.
- 3. The meeting ended with the permission of the chair.

(Dr. R.K. Yadav) HOD,ECE

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