

# Muzaffarpur Institute of Technology, Muzaffarpur

No.: Acad Online A-1 / Muzaffarpur

date: 04/08/2020

Subject: Academic Review Meeting (ONLINE) - regarding VCS software

Date: 04.08.2020

Faculties of all the department were present in the online meeting.

Following points were discussed in the meeting:

- 1) Principal M.I.T congratulated all the faculties for getting 2.1 Crore INR extra fund for Institute as an appreciation from NPIU for being one of the best performing Institute under TEQIP-III Project. In the meeting it was discussed to utilize this fund to get the basic infrastructure facilities for smooth conduct of online classes and creating e-resources.
- 2) All faculties have been directed to take the class strictly as per schedule time table and also to upload the study material (ppt, video, pdf) on VCS software.
- 3) All HoD's have been directed to supervise the classes which is being taken by the faculties on daily basis.
- 4) Following Committees were contented for smooth conduct of Online Class

## **Committee A: Uploading of online e-material on VCS Software**

**Chairman** – Dr. Y. N. Sharma, HOD, EED

**Vice- Chairman** – Dr. Vikash Kumar, HOD, MED

**Members** –

- (i) Dr. Pallav Kumar, Asst. Prof., CED will look after the status of students registration on VCS platform.
- (ii) Dr. Akash Priyadarshi, Asst. Prof., CED will look after the status of daily classes conducted and will maintain the data on excel sheet.
- (iii) Mr. Ankit Kumar, Asst. Prof., MED will look after the status of daily classes conducted by faculty and checking of google spread sheet supplied by DST.
- (iv) Mr. Pranav Kumar, Asst. Prof. CED
- (v) Mr. Hemant Kumar Chaudhary, Asst. Prof., MED
- (vi) Mr. Rakesh Kumar, Asst. Prof., ECED
- (vii) Mr. Ashish Kumar, Asst. Prof., ITD
- (viii) Mrs. Shweta Kumari, Asst. Prof., ITD
- (ix) Mr. Faiz Ahmad, Asst. Prof., EED

Members (iv) – (ix) will look after VCS software updation.

All members of this Committee will report to the Chairman on daily basis, and will submit the weekly reports as required by DST and conveyed by Dr. Akash priyadarshi.

## **Committee B: Basic Infrastructure Facilities for Online Class**

**Chairman** – Dr. Y. N. Sharma, HOD, EED

**Vice- Chairman** – Dr. Vikash Kumar, Associate Professor, HOD, MED

**Procurement I/C** – Mr. Manikant Kumar, Asst. Prof., LTD

Members-

(i) Mr. Ashish Kumar, Asst. Prof., ITD

(ii) Mrs. Shweta Kumari, Asst. Prof., ITD

(iii) Mr. Faiz Ahmad, Asst. Prof., EED

(iv) Mr. Shaddab Rabbani, Asst. Prof., ECED

The Committee will suggest the basic infrastructure facilities like Camera, Internet Wi-fi, online platform software, etc. required to be created so that smooth online classes can be conducted.

5) Mr. Vijay Kumar Asst. Prof. CED, Mr. Irfan Haider Asst. Prof. MED, Mr. Faiz Ahmad Asst. Prof. EED will look after the smooth conduct of online classes for GEC Samastipur and will report to Vice Chairman Dr. Vikash Kumar Associate Professor MED.

6) Principal M.I.T Muzaffarpur congratulated the winner of Smart India Hackathon team members and their mentors for getting the laurels of M.I.T by winning this coveted competition at national level again this year. .

Meeting ended with vote of thanks.

Sd/-  
Registrar  
M.I.T Muzaffarpur

Copy to: for information and necessary action

1) Principal, M.I.T Muzaffarpur

2) P/I (I-way), M.I.T Muzaffarpur