



Ashoka Institute of Technology and Management
Pahariya, Sarnath, Varanasi-221007 (U.P.)

(Affiliated to Dr. A.P.J. Abdul Kalam Technical University & Board of Technical Education, Lucknow)
(Approved by AICTE & PCI, New Delhi)

AKTU-641

Mobile No. - +91-9198840005, 06

BTE-4186

Ref. No. - Ashoka/ COE / 2023-24/01

Dated: 06.10.2023

NOTICE

All the HOD's are hereby informed that a meeting has been scheduled on 06/10/2023 at 1:30 p.m. in Control Room. Kindly make your presence for the same.


06.10.23
Ashoka Varanasi

Copy to -

1. Director
2. Registrar
3. Dean Discipline
4. Dean Academics (MBA)
5. Coordinator year First
6. All HODs

CS 

EE 

B PHARM 

CE 

BT 

MBA 

EC 

ME 

1st Year Coordinator 



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MINUTES OF THE MEETING

OPENING

Date of the Meeting – 06-10-2023	Day of the Meeting- Monday
Time of Meeting -01:30 pm	Meeting Venue –Control Room
Meeting Duration -30 Minutes	Meeting Chaired by -COE

MEMBERS ATTENDANCE

SR. NO.	NAME OF THE MEMBERS	DESIGNATION AND DEPARTMENT	SIGNATURE
1.	Mr. Prem Chand	COE, Asst. Professor- Humanities	
2.	Mr. Abhay Kr. Maurya	Member COE, Asst. Professor-CSE	
3.	Mr. Sandip Kr. Singh	Member COE, Asst. Professor- EE	
4.	Mr. Shubham Vishwakarma	Member COE, Asst. Professor-CE	
5.	Dr. Priti	HOD- CSE	
6.	Mr. Somendra Benerji	HOD- EE	
7.	Dr. Saumya Srivastava	HOD-EC	
8.	Mr. Prashant Gupta	HOD-CE	
9.	Mr. Arjun Kumar	HOD-BT	
10.	Mr. Rajiv Kr. Yadav	HOD-ME	
11.	Mr. Abhishek Kumar	HOD- BP	
12.	Mr. Rajendra Tiwari	HOD- MBA	
13.			

AGENDA OF THE MEETING

1. 1st Sessional Exam of B Tech , B Pharm 3rd year and 4th year &MBA 2nd year.
2. 1st Sessional Examination schedule.
3. Question Paper Preparation.
4. Submission of Question Paper on Time.
5. Review Question Paper by HOD.
6. Format of Question Paper.

REVIEW OF PREVIOUS AGENDA AND ACTION STATUS (IF ANY)

1. NA