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Ref. No: KSVAMC/NT/01C/2024

Date: 08/01/2024

Office Order

The Human Resource Development cell is being constituted by the principal of the college as per the guideline of N.C.I.S.M.

Human Resource Development Cell		
Sr. No	Name	Designation
1	Dr. Vikas Kumar Sharma	Chairman
2	Dr. Krishnanand .C	Co- Ordinator
3	Dr. Ranjit Singh Manhas,	Member
4	Dr. Madan Mohan Sharma	Member
5	Dr. Satish Kumar Jaimini	Member
6	Dr. Anand Pratap Singh	Member
7	Dr. Narender Chanchal	Member
8	Dr. Parminder	Member


31/1/2024

Dr. Vikas Kumar Sharma
Principal

Minutes of Meeting

Date : 08-01-2024

Time : 10 AM

Venue: Principal Cabin

Agenda

1. Constitution of HRDC
2. SOP Preparation

Proceedings

The meeting was presided over by Dr. Vikas Kumar Sharma, Principal.

Agenda item: 1: Constitution of HRDC

The HRDC cell was constituted as per NCISM guidelines. The members of the cell were introduced, and their roles and responsibilities were discussed.

HRDC Members

1. Dr. Vikas Kumar Sharma, Chairman
2. Dr. Krishnand C, Co-ordinator
3. Dr. Ranjith Singh Manhas, Member
4. Dr. Madan Mohan Sharma, Member
5. Dr. Sahish Kumar Jainia, Member
6. Dr. Anand Pratap Singh, Member
7. Dr. Nasender Chanchel, Member
8. Dr. Parminder, Member



Agenda Item 2: SOP Preparation

The committee assigned the task of preparing the SOP to its members.

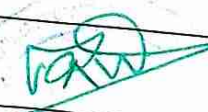
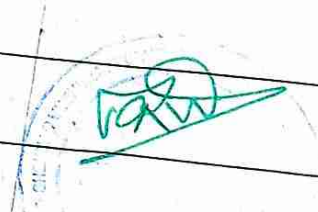
After a consensus, the points to be considered for the SOP preparation were discussed. The members will prepare the SOP and submit it for review.

Action Items

Members to prepare the SOP and submit it for review.

Attendees

- ① Dr. Vibas Kumar Sharma
- ② Dr. Keshavnand . R
- ③ Dr. Seegithu Bg
- ④ Dr. Ranyt Singh Menhas
- ⑤ Dr. Madan Mohan Sharma
- ⑥ Dr. Sahish Kumar Tamim
- ⑦ Dr. Dhanraj Prasad Singh
- ⑧ Dr. Narendar Khonehel
- ⑨ Drs. Pasminder.

Report of MOM

11 A.

Date - 3-05-2024

Time - 3pm

Venue - Principal's office.

Agenda

- 1) Presentation of SOP
- 2) Staff recruitment

Proceeding

1. Introduction & welcome: The co-ordinator, Dr. Krishnand Chandrasekhar welcomed everyone to the meeting.
2. Presentation of SOP: Dr. Vikas Kumar Sharma presented the SOP & provided explanation. The attendees unanimously agreed to the SOP.
3. Staff recruitment: The meeting discussed the vacancies of teachers & non-teaching staff.

Attendees

1. Dr. Vikas Kumar Sharma
2. Dr. Sangeetha E.C.
3. Dr. Krishnand C.
4. Dr. Ranjit Singh Manhas
5. Dr. Madan Mohan Shetty



Minutes of Meeting

Date: 2-11-2024

Venue: Principal Cabin

Time: 2 PM

Proceedings:

The meeting was presided over by Dr. Vikas Kumar Sharma, Principal,

1. Appointment of teachers:

Principal announced that only teachers who have qualified in NTR will be appointed. (Fresh appointments)

2. Reassessment of teachers skill

The Co-ordinator, Dr. Kishanand explained the reassessment process for teaching staff, as discussed in the previous meeting.

3. The Appointment of New Teachers

The following teachers were appointed

① Dr. Magesh, Professor, Dept of RSBG

① Dr. Jayalalsham " " " - P.T.S.R

① Dr. Sreejith Das " " " Kenya

① Dr. Vishnu KR " " " Dyzda

① Dr. Syam Chandan " " " Sheldu

① Dr. Dswin to Das " " " Kenya

① Dr. Divyanshu Ran Das " " " Sheldu

① Dr. Athira " " " " "

Achus Item:

- Complete the necessary formalities for the newly appointed teachers
- The accommodations facilities are provided by the above mentioned faculties in the campus

Attendance

- D₁ Vibas Kumar Shesma
- D₁ Krichanand C
- D₁ Ranjit Singh
- D₁ Madan Mohan Sharma
- D₁ Sahab Kumar Jais
- D₁ AP Singh
- D₁ Nasirud Din Chahal
- D₁ Premnandan

