

DEPARTMENT OF MECHANICAL ENGINEERING

Notice

Memo no 43 Dated 19.9.22

The proctorial system has been introduced in each department for proper counseling and guidance of the students. In this system a group of students in each semester will be there under one teacher/faculty and the said faculty member will look after/monitor all the activities of the students under him/her. The grouping for the session 2022 is made as follows:

SI NO	NAME	5 TH SEM	3 RD SEM
1	SRI SHEKHAR SUMAN PRADHAN, Lect	F20014004001,6,15,22,29,39,46,53, ,60, L21014004001, L21014004007	F21014004001,7,12,17,22,27,33,38, 43,48,53,53,58,63, L22014004001, L22014004006
2	SRI RAKESH KUMAR DAS, Lect	F20014004002,7,16,23,31,40,48,54, ,62, L21014004002	F21014004003,8,13,18,23,28,34,39, 44,49,54,59,64,L22014004002
3	SRI CHANDRASEKHAR DASH, Lect	F20014004003,8,18,24,32,41,49,57 , F20014015014, L21014004003	F21014004004,9,14,19,24,30,35,40, 45,50,55,60,65, L22014004003
4	SRI ABHOY MOHANTA, Lect	F20014004004,9,19,26,36,43,50,58 , F20014001103, L21014004004	F21014004005,10,15,20,25,31,36,41 ,46,51,56,61,66, L22014004004
5	SMT SUBHASINI MUDULI, Lect	F20014004005,12,20,28,37,44,52,5 9, F20014002013, L21014004006	F21014004006,11,16,21,26,32,37,42 ,47,52,57,62,67, L22014004005

The faculty members are directed to interact & coordinate with the students under their respective group frequently for proper guidance. They have to focus on areas like regular attendance in class, academic performance, health problem, discipline etc.


H.O.D (Mech. Engg.)

Memo no 44 Dated 19.9.22

Copy to notice board for information of students. They are to consult their proctor as and when necessary.


H.O.D (Mech. Engg.)

Memo no 45 Dated 19.9.22

Copy for circulation among faculty members of MECHANICAL branch for information and necessary action.



H.O.D (Mech. Engg.)

DEPARTMENT OF MECHANICAL ENGINEERING
Notice

Proctor Meeting No-01(W)

This is for the information of students that the 1st proctor meeting shall be held during second half of Dt. 20/09/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


20/9/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


20/9/22


DEPARTMENT OF MECHANICAL ENGINEERING

Notice

Proctor Meeting No-02(W)

This is for the information of students that the 2nd proctor meeting shall be held during second half of Dt. 30/09/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


30/9/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


30/9/22


DEPARTMENT OF MECHANICAL ENGINEERING

Notice


Proctor Meeting No-03(W)

This is for the information of students that the 3rd proctor meeting shall be held during second half of Dt. 14/10/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


14/10/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


14/10/22

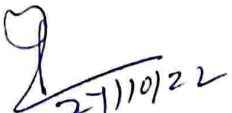
DEPARTMENT OF MECHANICAL ENGINEERING

Notice


Proctor Meeting No-04(W)

This is for the information of students that the 4th proctor meeting shall be held during second half of Dt. 27/10/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


27/10/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


27/10/22


DEPARTMENT OF MECHANICAL ENGINEERING

Notice


Proctor Meeting No-05(W)

This is for the information of students that the 5th proctor meeting shall be held during second half of Dt. 15/11/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


H.O.D (Mech. Engg.)

Copy to student Notice Board


15/11/22


DEPARTMENT OF MECHANICAL ENGINEERING

Notice


Proctor Meeting No-06(W)

This is for the information of students that the 6th proctor meeting shall be held during second half of Dt. 30/11/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


30/11/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


30/11/22

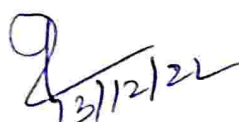
DEPARTMENT OF MECHANICAL ENGINEERING

Notice

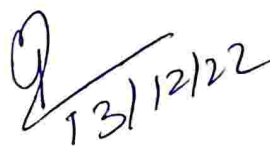
Proctor Meeting No-07(W)

This is for the information of students that the 7th proctor meeting shall be held during second half of Dt. 13/12/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


13/12/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


13/12/22

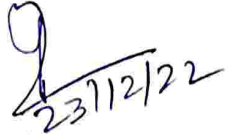
DEPARTMENT OF MECHANICAL ENGINEERING

Notice

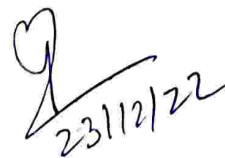
Proctor Meeting No-08(W)

This is for the information of students that the 8th proctor meeting shall be held during second half of Dt. 23/12/2022. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM/LAB	NAME OF THE PROCTOR
2.30 – 3.00PM	CAD/CAM LAB	SRI SHEKHAR SUMAN PRADHAN
3.00 – 3.30PM	CAD/CAM LAB	SRI RAKESH KUMAR DAS
3.30 – 4.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
4.00 – 4.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
4.30 – 5.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI


23/12/22
H.O.D (Mech. Engg.)

Copy to student Notice Board


23/12/22

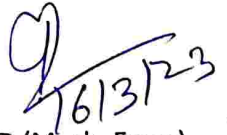
DEPARTMENT OF MECHANICAL ENGINEERING

Notice

Proctor Meeting No-09(S)

This is for the information of students that the 09th proctor meeting shall be held during second half of Dt. 16/03/2023. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM /LAB	NAME OF PROCTOR
2.00PM-2.30PM	CAD/CAM LAB	SRI HEMANTA KUMAR BARIK
2.30PM-3.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
3.00PM-3.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
3.30PM-4.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI
3.30PM-4.00PM	CAD/CAM LAB	MISS SINDHUJA MALLA(Asst.)
3.30PM-4.00PM	CAD/CAM LAB	SRI SUJIT KUMAR SETHY(Asst.)


H.O.D (Mech. Engg.)

Copy to student notice board

DEPARTMENT OF MECHANICAL ENGINEERING

Notice

Memo no. 47

Dated 05/04/2023

The proctorial system has been introduced in each department for proper counseling and guidance of the students. In this system a group of students in each semester will be there under one teacher/faculty and the said faculty member will look after/monitor all the activities of the students under him/her. The grouping for the session 2023 is made as follows:

Sl no		6 th SEM	4 th SEM
	SRI HEMANTA KUMAR BARIK	F20014004002,7,16,23,31,40,48,54,62,L210,14004002	F21014004003,08,13,18,23,28,34,39,44,49,54,59,64,L22014004002
	SRI CHANDRASEKHAR DASH	F20014004003,08,18,24,32,41,49,57,F20014015014,L21014004003	F21014004004,9,14,19,24,30,35,40,45,50,55,60,65,L22014004003
	SRI ABHOY MOHANTA	F20014004004,9,19,26,36,43,50,58,F20014001103,L21014004004	F21014004005,10,15,20,25,31,36,41,46,51,56,61,66,L22014004004
	SMT SUBHASINI MUDULI	F20014004005,12,20,28,37,44,52,59,F20014002013,L21014004006	F21014004006,11,16,21,26,32,37,42,47,52,57,62,67,L22014004005
	SMT RIZWANA SULTANA	F20014004001,6,15,22,29,39,46,53,60,L21014004001, L21014004007	F21014004001,7,12,17,22,27,33,38,43,48,53,58,63,L22014004001,L22014004006

The faculty members are directed to interact & coordinate with the students under their respective group frequently for proper guidance. They have to focus on areas like regular attendance in class, academic performance, health problem, discipline etc.


H.O.D(Mech. Engg.)

Memo no. 48 Dated 05/04/2023

Copy to notice board for information of students. They are to consult their proctor as and when necessary.

Memo no. 49 Dated 05/04/2023


H.O.D(Mech. Engg.)

Copy for circulation among faculty members of MECHANICAL branch for information and necessary action.


H.O.D(Mech. Engg.)

DEPARTMENT OF MECHANICAL ENGINEERING

Notice

Proctor Meeting No-10(S)

This is for the information of students that the 10th proctor meeting shall be held during second half of Dt. 12/04/2023. The meeting would stand upon points like students' academic activities, any problem faced by them whether academic or residential (in case of hostel boarders) and any other issues raised by the students. It would also make all possible measures on the basis suggestions forwarded by students. Hence all the students of all groups are instructed to remain present in the meeting without fail as per the schedule provided below.

TIME	CLASS ROOM /LAB	NAME OF PROCTOR
2.00PM-2.30PM	CAD/CAM LAB	SRI HEMANTA KUMAR BARIK
2.30PM-3.00PM	CAD/CAM LAB	SRI CHANDRASEKHAR DASH
3.00PM-3.30PM	CAD/CAM LAB	SRI ABHOY MOHANTA
3.30PM-4.00PM	CAD/CAM LAB	SMT SUBHASINI MUDULI
3.30PM-4.00PM	CAD/CAM LAB	SMT RIZWANA SULTANA
3.30PM-4.00PM	CAD/CAM LAB	MISS SINDHUJA MALLA(Asst.)
3.30PM-4.00PM	CAD/CAM LAB	SRI SUJIT KUMAR SETHY(Asst.)


21/4/23
H.O.D (Mech. Engg.)

Copy to student notice board

Proctor meeting was held on dt. 20.09.2022 in mechanical CAD/CAM lab & 14 nos. of students were present during the meeting. A brief discussion was made with the students on the following points;

- Theory & Practical classes
- class Attendance
- coverage of syllabus
- Lecture Notes.
- students Academic activities.

The following suggestions & appreciations are made on the above points of discussion.

- classes should be monitored by T.V.
- Daily progress register should be maintained by the faculties.
- Doubt clearing classes were taken by the respective subject faculties.
- other personal issues were discussed with them & some suggestions were also given.

[Signature]
20.09.2022

Proctor meeting was held on Dt. 30.09.22 in Mechanical CAD/CAM Lab & 13 nos. of students present during the meeting. A brief discussion was made with the students on the following points;

- coverage of syllabus
- class Attendance.
- Lecture Notes.
- personal issues if any.

The following suggestions & appreciations are made on the above points of discussion.

- students are instructed to attend the classes regularly.
- Lecture notes are shared among the students in every classes by the respective subject teachers.
- All the practical related problem resolved by their lab faculties.

Handwritten signature
30.09.22

Proctore meeting was held on dt. 14.10.22 in Mechanical CAD/CAM Lab & 14 nos. of students were present during the meeting. A brief discussion was made with students on the following points:

- Theory & practical classes.
- class attendance.
- Academic difficulties.
- Personal issues if any.

The following steps are taken after the discussion made on the above points:

- Daily Progress register maintain by the faculties.
- Proper monitoring of theory classes by HOD.
- students are instructed to attend the classes on regular basis.

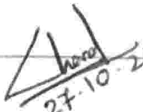
Handwritten signature
14.10.22

Proctor meeting was held on dt. 27.10.22 in mechanical CAD/CAM lab & 10 nos. of students were present during the meeting. A brief discussion was made with students on the following points;

- coverage of syllabus of both theory & practical classes.
- class attendance.
- Doubt clearing classes of students.
- Academic difficulties.

The following suggestions & appreciation were made on the above points of discussions.

- students are instructed to attend the class & also informed to their parents regarding their class attendance.
- The query regarding the internal like questions pattern & dates are discussed with students.
- Advised them to developing interpersonal skill.

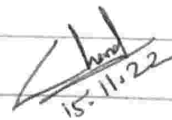

27.10.22

Proctor meeting was held on dt. 15.11.22 in Mechanical CAD/CAM lab & 14 nos. of students were present during the meeting. A brief discussion was made with students on the following points;

- Theory & practical classes.
- coverage of syllabus.
- class attendance of each student.

The following steps are taken after the discussion made on the above points & some suggestions & appreciations are also taken in to consideration,

- Proper monitoring of theory classes by HOD.
- Daily progress registers maintained by the faculty.
- Personal problems of students are discussed individually & try to solve their issues in personal level & also informed this to HOD for their betterment.



15.11.22

Proctor meeting was held on dt. 30.11.22 in mechanical CAD/CAM Lab & 14 nos. of students were present in the meeting. A brief discussion was made with students of the following points;

- class Attendance.
- syllabus coverage.
- Internal Examination.

The following suggestions & appreciations are made on the above points.

- class are monitored by HOD.
- The query regarding the internal like questions patterns are discussed with students.
- All practical related problem resolved by their lab faculties.


30.11.22

Proctor meeting was held on Dt. 23.12.22 in Mechanical CAD/CAM Lab & 14 nos. of students were present during the meeting. A brief discussion was made with the student on the following points;

- coverage of syllabus.
- class Attendance.
- semester Examination (Practical & theory).
- Personal issues.

The following suggestions are made on the above points of discussion.

- Daily Progress register maintain by the faculty. Under the supervision of HOD.
- All the attendance checked & verified respective faculties.
- All Practical related Problem resolved by their lab faculties.

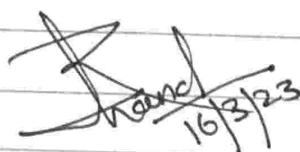
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23.12.22

Proctor meeting was held during 2nd half dt 16/03/23 in Mech CAD/CAM lab and 10 nos of students are present during the meeting. A brief discussion was made with the students on the following points :

- Theory and practical classes.
- Discussion regarding project work.
- Class Attendance.
- Coverage of syllabus.

The following suggestions and appreciations are made on the above point of discussion :

- Classes should be monitored by HOD.
- All problem and doubt regarding project work are disusseed.
- Other personal issues were discussed with them and some suggestions were also given.


16/3/23

Proctorial meeting was held during 2nd half dt. 12/9/23 in mech CAD/CAM lab and 10 nos of students are present during the meeting. A brief discussion was made with the students on the following points :

- ↳ Query and problem faced by the students regarding project works.
- ↳ Internal Examination
- ↳ Syllabus Covered.
- ↳ Practical classes. issues.

The following suggestions and appreciations are made on the above point of discussion :

- ↳ Classes should be monitored by HOD
- ↳ Daily progress register should be monitored by the faculties.
- ↳ other personal issues were discussed with them and some suggestions were also given.

~~Nawal~~
12/9/22

Proctor meeting was held on Dt. 13.12.22. The meeting would stand upon points like students.

- Academic Activities,
- Any problem faced by them wheather academic or residential.
- Doubt clearing classes of students,
- semester Examination.

The following suggestions are made on the above points of discussion,

- syllabus completion monitored by HOD.
- All the attendance checked & clarified respective faculties.
- discussion made on type of questions & question patterns which may be appeared in the examination.

Hand
13.12.22