

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous Institute & NAAC Accredited Institute Affiliated to R.G.P.V., Bhopal MP)
Electrical Engineering Department

Order No. 68

Date:10.02.2022

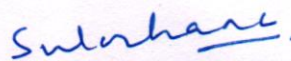
ORDER

The following faculty members have been appointed as Summer Internship Program-I and II coordinators of the department:

- | | | |
|------------------------|---|-------------------------|
| 1. Prof.Praveen Bansal | : | Assistant Professor,EED |
| 2. Prof.Ankit Tiwari | : | Assistant Professor,EED |

The above faculty members are required to ensure the following activities:

1. Coordinate with department faculty to timely submit the proposal of SIP-I as and when required by the Dean student office.
2. ***Make a proper record of all SIP offered/conducted during current and previous semesters with proper code.***
3. Prepare a list of failed students from TR sheets received from the examination office and will conduct counselling sessions for failed/performance not satisfactory/ not registered students and follow instruction received from the office of dean students welfare for those students
4. Coordinate with Institute level SIP coordinators for filling marks of SIP on IMS portal (as and when required).
5. Must ensure 100% participation of all students of I year in upcoming SIP programs conducted by the Institute.
6. Prepare a signed report after successful completion of SIPs and also filled the data in department newsletter
7. Any other SIP specific matter


Dr. Sulochana Wadhvani
Prof. & Head, EED

Copy to:

1. Concerned faculty
2. All faculty members of department for information
3. HoD, Electrical