



KASHI INSTITUTE OF TECHNOLOGY

Managed by : JAIN EDUCATION SOCIETY

E-mail : info@kashiit.ac.in • Website : www.kashiit.ac.in 1800-123-321-123

ISO 9001 : 2015 (QUALITY MANAGEMENT SYSTEM)

Ref. No. Kashi (IT)/ Office Order /2021-22/2-A

Date: - 23 August 2021

OFFICE ORDER

OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2021-22.

| Name | Department | Responsibility |
|----------------------|------------|----------------|
| Mr. Abhishek Pandey | CE | Chairperson |
| Mr. Pradeep Kumar | ME | Member |
| Mr. Amit Kumar Yadav | EC | Member |
| Ms. Aishwarya Gupta | MBA | Member |



Copy to:-

1. Vice-Chairman
2. Deputy Director
3. Dean Academic
4. Registrar
5. All HODs
6. Administrative Officer
7. Admission Cell In-charge
8. Hostel Warden (Boy's & Girl's)
9. Account Officer
10. Security Officer



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Date:-13-08-2020

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|--|
| 1 | Discussion about scholarship sources and forms | Displayed a sample scholarship form on notice board. |
| 2 | Discussion about the admission related query | Resolution of query regarding admission. |
| 3 | Discussion about to acquaint pupils in the OBC categories about competitive examinations and related resources. | Information was given to the students. |

Kashi
Chairperson

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Date:-20-03-2021

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|--|---|
| 1 | The review of last term meetings was taken | Resolve query related last meeting. |
| 2 | Discussion about examination form related query | Resolution of query regarding Examination form. |
| 3 | Discussion about to carrier guidance to OBC students | The students were personally guided and also conveyed to nominate their names in University Reservation Cell for getting job opportunities. |

Harsh
Chairperson

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Date:-23-02-2022

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|--|--|
| 1 | The review of last term meetings was taken | Resolve query related last meeting. |
| 2 | Discussions on various scholarship schemes | Display a list of various web sites links of Government and Non-Government Schemes on notice board regarding scholarships for the guidance of students |
| 3 | Discussions were held regarding the distribution of books provided by funding organizations. | Resolution of query regarding book distribution. |


Chairperson

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Ref. No. Kashi (IT)/ Office Order /2020-21/ 30

Date: - 23 July 2020

OFFICE ORDER

OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2020-21.

| Name | Department | Responsibility |
|------------------------|------------|----------------|
| Dr. Hasibuddin Ali | ASH | Chairperson |
| Mr. Pradeep Sachan | ME | Member |
| Mr. Prince Shrivastava | CE | Member |
| Ms. Ritika Jalan | MBA | Member |



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Date:-08-09-2021

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|---|
| 1 | Discussion about scholarship sources and forms | Displayed a sample scholarship form on notice board. |
| 2 | Discussion about the admission related query | Resolution of query regarding admission. |
| 3 | Discussion about government and university plans. | Information was given to student about government and university plans. |


Chairperson

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Ref. No. Kashi (IT)/ Office Order /2019--20/13-A

Date: - 27 July 2019

OFFICE ORDER

OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2019-20.

| Name | Department | Responsibility |
|-------------------------|------------|----------------|
| Mr. Durgesh Kumar | EC | Chairperson |
| Mr. Vikash Kumar Gupta | CSE | Member |
| Mr. Pradeep Kumar Verma | ME | Member |
| Mr. Deepak Pradhan | MBA | Member |



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Date:-16-08-2019

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|---|
| 1 | Discussion about scholarship sources and forms | Displayed a sample scholarship form on notice board. |
| 2 | Discussion about the admission related query | Resolution of query regarding admission. |
| 3 | Discussion about government and university plans. | Information was given to student about government and university plans. |


Chairperson

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Date:-24-01-2020

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|--|
| 1 | The review of last term meetings was taken | Resolve query related last meeting. |
| 2 | Discussion about the rejection of scholarship forms | The students whose scholarship forms were rejected and conveyed to fill meritorious scholarship forms. |
| 3 | Discussion about examination form related query | Resolution of query regarding Examination form. |


Chairperson

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Ref. No. Kashi (IT)/ Office Order /2018-19/22-A

Date: - 21 July 2018

OFFICE ORDER

OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2018-19.

| Name | Department | Responsibility |
|-------------------------|------------|----------------|
| Dr. Shashikant Upadhyay | ASH | Chairperson |
| Ms. Priyanka Sharma | EN | Member |
| Mr. Prasant Sharma | MBA | Member |
| Ms. Urmila Yadav | CSE | Member |



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Date:-08-08-2018

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|--|--|
| 1 | Discussion about scholarship sources and forms | Displayed a sample scholarship form on notice board. |
| 2 | Discussion about the admission related query | Resolution of query regarding admission. |
| 3 | Discussions were held regarding the distribution of books provided by funding organizations. | Resolution of query regarding book distribution. |


Chairperson

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Date:-25-01-2019

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|---|
| 1 | The review of last term meetings was taken | Resolve query related last meeting. |
| 2 | Discussion about Non-creamy layer students | the procedure of getting a non-crème layer certificate was discussed with students and displayed on main notice board |
| 3 | Discussion about examination form related query | Resolution of query regarding Examination form. |


Chairperson

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Ref. No. Kashi (IT)/ Office Order /2017-18/ 17

Date:- 24 July 2017

OFFICE ORDER

OBC COMMITTEE

Following faculty members are assigned the responsibility as shown against their names. They are advised to take over the responsibility with immediate effect for session 2017-2018.

| Name | Department | Responsibility |
|-----------------------|------------|----------------|
| Dr. Hasibuddin Ali | ASH | Chairperson |
| Ms. Ragini Kaushal | CE | Member |
| Mr. Sumit Gupta | MBA | Member |
| Mr. Alok Kumar Sharma | ME | Member |



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Date:-11-08-2017

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|---|--|
| 1 | Discussion about scholarship sources and forms | Displayed a sample scholarship form on notice board. |
| 2 | Discussion about the admission related Query | Resolution of query regarding admission. |
| 3 | Discussion about to organize a programme for personality development. | Taken an action programme for personality development. |

Harsh
Chairperson

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Date:-27-01-2018

Minutes of meeting summary:

| Sr. No. | Discussions | Action Taken |
|---------|--|--|
| 1 | The review of last term meetings was taken | Resolve query related last meeting. |
| 2 | Discussion about query related to category of OBC student | Resolutions of query regarding 'yadav And kunabi' students |
| 3 | Discussion about necessary information given to the office staff regarding OBC students. | Information was given by the office staff to the students. |

Harsh
Chairperson