YEAR-2016

IT INITIATIVE AND WEBSITE COMMITTEE

ROLES AND RESPONSIBILITIES OF IT INITIATIVE AND WEBSITE COMMITTEE

The IT initiative and Website Committee serves in an oversight for the role for IT related initiatives and the regular updation of websites. As such, they maintain content, ensure the quality of the content, and administer the system and features of the website; and look into the IT requirements of the college from time to time. The committee troubleshoots issues and assists members to update content.

(Prof. Anil Singh)

Principal

Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/PRINCIPAL/15-16/...01./.02.

Date: 04/01/2016

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT Initiative and Website Committee for the session 2016-17 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Dr. Imranrur Rehman	Member
5	Dr. Santosh Kumar	Member
6	Mr. Rohit Kapoor	Member
7	Dr. Karuna Shankar Awasthi	Member
8	Mr. Ajay Gupta	Member

(Prof. Anil Singh)
Lucknow Public College of Professional Studies
Principal

Copy to:

- Dean Academics
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/15-16/..Q.I   **Date:** 15-02- 2016

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2016-17 is scheduled at 2:00 P.M. on 23rd January, 2017 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments/Members
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/15-16/.Q.2

Date: 25/02/2016

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on 23rd January, 2017 at 2:00 P.M for the academic session 2016-17 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S. No.	Name	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Dr. Imanrur Rehman	Member
5	Dr. Santosh Kumar	Member
6	Mr. Rohit Kapoor	Member
7	Dr. Karuna Shankar Awasthi	Member
8	Mr. Ajay Gupta	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Prof. Anil Singh	Discussion on regular updation of college events on website.	Dr. Santosh Kumar	As per the recommendation of the Academic Council convened on 25th January, 2016, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on college

				website portal. Ensuring ease of access to website and regular inspection of website should be done.
2	Dr. Laxmi Shankar Awasthi	Discussion on updation of institutional web portal.	Mr. Rohit Kapoor	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.
3	Mr. Dheeraj Pandey	Discussion on updation in IT facility.	Dr. Karuna Shankar Awasthi	The committee discussed the requirements of IT facility and ensuring good connectivity over internet and wifi.
4	Dr. Dheeraj Pandey	Discussion on preparation of budget on IT initiatives and websites.	Mr. Ajay Gupta	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval. .
5	Dr. Imranrur Rehman	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. Imranrur Rehman	ICT-enabled classes have to be regulated. Requirements may be generated over the year.

Co-ordinator
IT initiative and Website Committee

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments/Members
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/16-17/..01

Date: 18.08.2016

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of computers.

Respected Sir,

This is to bring to your notice that computers are required for students. Computers are necessary for the students to upgrade their skills; there is a requirement of 15 computers in the computer lab.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT Initiative and Website Committee

Ref.: LPCPS/COMM/IT-WE/16-17/.Q.9

Date: 18.08.2016

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of projectors.

Respected Sir,

This is to bring to your notice that for ICT-enabled teaching, there is a requirement of 07 projectors in various classrooms for teaching purposes.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT initiative and Website Committee

LPCPS

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/16-17/..Q.3   Date: 01/09/2016

NOTICE

IT initiative and Website Committee

As per the discussion of the committee meeting convened on 25 February 2016, Alles College Management Software (LPS fee Software) has been purchased and installed.

Co-ordinator
IT initiative and Website Committee

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments/Members
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /16-17/...O.2./.Q.I..

Date: 01 /02 /2017

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT Initiative and Website Committee for the session 2017-18 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Mr. Saurabh Srivastava	Member
5	Dr. Imranrur Rehman	Member
6	Dr. Santosh Kumar	Member
7	Mr. Rohit Kapoor	Member
8	Dr. Karuna Shankar Awasthi	Member
9	Mr. Ajay Gupta	Member
10	Dr. Ashish Kaushal	Member

(Prof. Anil Singh)
Lucknow Public College
Principal
Jhandara Kheda, Gomti

Copy to:

- Dean Academics
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/16-17/..cA   Date: 16-02- 2017

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2017-18 is scheduled at 2:00 P.M. on 29th January, 2018 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments/Members
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/16-17/.Ω.5   Date: 27/02/2017

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on January 29th, 2018 at 2:00 P.M for the academic session 2017-18 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S. No.	Name of the staff	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Mr. Saurabh Srivastava	Member
5	Dr. Imranrur Rehman	Member
6	Dr. Santosh Kumar	Member
7	Mr. Rohit Kapoor	Member
8	Dr. Karuna Shankar Awasthi	Member
9	Mr. Ajay Gupta	Member
10	Dr. Ashish Kaushal	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Prof. Anil Singh	Discussion on regular updation of college events on website.	Dr. Santosh Kumar	As per the recommendation of the Academic Council convened on 23rd January, 2017, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on the college website. Ensuring ease of access to website and regular inspection of website.
2	Dr. Laxmi Shankar Awasthi	Discussion on updation of institutional web portal.	Mr. Rohit Kapoor	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.
3	Mr. Dheeraj Pandey	Discussion on updation in IT facility.	Dr. Karuna Shankar Awasthi	The committee discussed the requirements of IT facility and ensuring good connectivity over internet and wifi.
4	Mr, Saurabh Srivastava	Discussion on preparation of budget on IT initiatives and websites.	Mr. Ajay Gupta	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval.
5	Dr. Imranrur Rehman	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. Ashish Kaushal	Request for projectors and ICT technologies for teaching purpose needs to be made from time to time to facilitate teaching.

Action Taken Report

Ref. No.	Committee Resolution	Action Taken
1	As per the recommendation of the Academic Council convened on 25th January, 2016, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on college website portal. Ensuring ease of access to website and regular inspection of website should be done.	Website has been updated from time to time with regards to college faculty details and announcements.
2	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.	All cultural events and other college events and participation has been updated on the college web portal. Also the same has been updated on college facebook page.
3	The committee discussed the requirements of IT facility and ensuring good connectivity over internet and wifi.	During the previous year 21 computers were purchased on 24 Aug, 2016 and 01 was purchased on 10. June, 2016.
4	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval. .	The budget for the session has been prepared and shared for approval by the concerned authorities. The sanctioned budget for financial year 2016-17 was 1350000
5	ICT-enabled classes have to be regulated. Requirements may be generated over the year.	A total requirement of 09 projectors have been generated over the session, including a projector for computer lab and rest for classroom teaching. Alles College Management Software (LPCPS Fee Software) has been purchased in August 2016 to regulate the fee collection of LPCPS students through a software.

Co-ordinator
IT Initiative and Website Committee

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments/Members
- Concerned Notice Boards

LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/17-18/.O.1

Date: 01/08/2017

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of computers.

Respected Sir,

This is to bring to your notice that computers are required for students. Computers are necessary for the students to upgrade their skills; there is a requirement of 60 computers in the computer lab.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator
IT Initiative and Website Committee

Ref.: LPCPS/COMM/IT-WE/17-18/...09

Date: 10.01.2018

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of projectors.

Respected Sir,

This is to bring to your notice that for ICT-enabled teaching, there is a requirement of 05 projectors in various classrooms for teaching purposes.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT Initiative and Website Committee

LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL/17-18/...01.05..

Date: 24/01/2018

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that following IT Initiative and Website Committee for the session 2018-19 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Mr. Saurabh Srivastava	Member
5	Dr. Vivek Shukla	Member
6	Dr. Santosh Kumar	Member
7	Mr. Rohit Kapoor	Member
8	Dr. Karuna Shankar Awasthi	Member
9	Mr. Ajay Gupta	Member
10	Dr. Ashish Kaushal	Member

(Prof. Anil Singh)
Principal

Copy to:

- Dean Academics
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/17-18/.03

Date: 13-02- 2018

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2018-19 is scheduled at 2:00 P.M. on 24th January, 2019 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:
- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/17-18/..๐.þ

Date: 24/02/2018

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on January 24th, 2019 at 2:00 P.M for the academic session 2018-19 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S.No.	Name of the staff	Post
1	Prof. Anil Singh	Co-ordinator
2	Dr. Laxmi Shankar Awasthi	Co-cordinator
3	Mr. Dheeraj Pandey	Member
4	Mr. Saurabh Srivastava	Member
5	Dr. Vivek Shukla	Member
6	Dr. Santosh Kumar	Member
7	Mr. Rohit Kapoor	Member
8	Dr. Karuna Shankar Awasthi	Member
9	Mr. Ajay Gupta	Member
10	Dr. Ashish Kaushal	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

S. No	Raised by	Agenda	Responsibility	Resolution
1	Prof. Anil Singh	Discussion on regular updation of college events on website.	Dr. Santosh Kumar	As per the recommendation of the Academic Council convened on 22nd January, 2018, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on the website of the college. Ensuring ease of access to website and regular inspection of website.
2	Dr. Laxmi Shankar Awasthi	Discussion on updation of institutional web portal.	Mr. Rohit Kapoor	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.
3	Mr. Dheeraj Pandey	Discussion on updation in IT facility.	Dr. Karuna Shankar Awasthi	Requirement is generated for installation of computer systems. Discussion on renewal of Internet and wifi connection.
4	Mr. Saurabh Srivastava	Discussion on preparation of budget on IT initiatives and websites.	Mr. Ajay Gupta	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval.
5	Dr. Vivek Shukla	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. Ashish Kaushal	Request for projectors and ICT technologies for teaching purpose needs to be made for time to time to facilitate teaching.

Action Taken Report

Ref. No.	Committee Resolution	Action Taken
1	As per the recommendation of the Academic Council convened on 23rd January 2017, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on the college website. Ensuring ease of access to website and regular inspection of website.	Website has been updated from time to time with regards to college faculty details and announcements.
2	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.	All cultural events and other college events and participation has been updated on the college web portal. Also the same has been updated on college facebook page.
3	The committee discussed the requirements of IT facility and ensuring good connectivity over internet and wifi.	05 computers were purchased on 16 Feb, 2018. 03 systems on 7 Dec, 2017 and 50 on 29 Aug, 2017.
4	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval. .	The budget for the session has been prepared and shared for approval by the concerned authorities. The sanctioned budget for financial year 2017-18 was 1500000.
5	Request for projectors and ICT technologies for teaching purpose needs to be made from time to time to facilitate teaching.	A total of 11 projectors have been purchased during the session 2017-18. 06 projectors in November and 05 in the month of February to facilitate ICT enabled teaching.

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/18-19/.21

Date: 04.08.2018

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of computers.

Respected Sir,

This is to bring to your notice that computers are required for students. Computers are necessary for the students to upgrade their skills; there is a requirement of 25 computers in the computer lab.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT Initiative and Website Committee

LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/18-19/.O.9   Date: 16.10.2018

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of projectors.

Respected Sir,

This is to bring to your notice that for ICT-enabled teaching, there is a requirement of 06 projectors in various classrooms for teaching purposes.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT initiative and Website Committee

LPCPS
LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/18-19/.໐ϧ

Date: 24.05.2019

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of computers.

Respected Sir,

This is to bring to your notice that computers are required for students. Computers are necessary for the students to upgrade their skills; there is a requirement of 25 computers in the computer lab.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT Initiative and Website Committee

Ref.: LPCPS/COMM/IT-WE/18-19/.24

Date: 03.06.2019

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of projectors.

Respected Sir,

This is to bring to your notice that for ICT-enabled teaching, there is a requirement of 01 projector for teaching purposes.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT initiative and Website Committee

LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /18-19/...01./.01...   Date: 05/01/2019

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT Initiative and Website Committee for the session 2019-20 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Santosh Kumar	Co-cordinator
3	Mr. Rohit Kapoor	Member
4	Dr. Karuna Shankar Awasthi	Member
5	Mr. Ajay Gupta	Member
6	Dr. Ashish Kaushal	Member
7.	Ms. Aanchal Praveen	Member

(Prof. Anil Singh)
Lucknow Public College of
Principal

Copy to:

- Dean Academics
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/18-19/..0.5

Date: 11- 02- 2019

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2019-20 is scheduled at 2:00 P.M. on 29th January, 2020 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments
- Concerned Notice Boards

LPCPS
LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/18-19/.06   Date:18/02/2019

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on January 29th, 2020 at 2:00 P.M for the academic session 2019-20 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S.No	Name of the staff	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Santosh Kumar	Co-cordinator
3	Mr. Rohit Kapoor	Member
4	Dr. Karuna Shankar Awasthi	Member
5	Mr. Ajay Gupta	Member
6	Dr. Ashish Kaushal	Member
7.	Ms. Aanchal Praveen	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Dr. Laxmi Shankar Awasthi	Discussion on regular updation of college events on website.	Ms. Aanchal Praveen	Ensuring regular updation on website. The committee decided to ensure ease of access to website and regular inspection of website.
2	Dr. Santosh Kumar	Discussion on updation of institutional web portal.	Mr. Rohit Kapoor	Posts to be included in website – all information related to college, its administration and

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

				management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.
3	Mr. Rohit Kapoor	Discussion on updation in IT facility.	Dr. Karuna Shankar Awasthi	Requirement is generated for installation of computer systems.
4	Dr. Karuna Shankar Awasthi	Discussion on preparation of budget on IT initiatives and websites.	Mr. Ajay Gupta	Budget preparation and recommendation for the maintenance of website and share with concerned authorities for approval.
5	Mr. Ajay Gupta	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. Ashish Kaushal	The committee discussed and reviewed on the use of existing digital teaching mode and ways to improve it.

Action Taken Report

Ref. No.	Committee Resolution	Action Taken
1	As per the recommendation of the Academic Council convened on 22nd January, 2018, the committee has decided to conduct the committee meeting. It has been decided to ensure regular updation on the website of the college. Ensuring ease of access to website and regular inspection of website.	Website has been updated from time to time with regards to college faculty details and announcements.
2	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.	All cultural events and other college events and participation has been updated on the college web portal. Also the same has been updated on college facebook page.
3	Requirement is generated for installation of computer systems. Discussion on renewal of Internet and wifi connection.	A total of 07 computers were purchased on 23rd Jan, 2019. 02 systems were purchased on 26 Nov, 2018 and 01 on 21 Nov, 2018. 09 systems were purchased on 3 Oct, 2018 and a Macbook was purchased on 26th Sep, 2018. 01 Computer was purchased on 19 Mar, 2018 and 03 systems were purchased on 16 Mar, 2018. Due to issues in the lease line, slow connectivity, it has been discontinued and Airtel wifi has been established in the college campus.

4	Budget preparation and recommendation for the maintenance of website and share with concerned authorities for approval.	The budget for the session has been prepared and shared for approval by the concerned authorities. The sanctioned budget for financial year 2018-19 was 1400000.
5	Request for projectors and ICT technologies for teaching purpose needs to be made from time to time to facilitate teaching.	As per the requirement over the session 06 projectors have been purchased on 16.11.18 for classroom teaching.

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Concerned Departments
- Concerned Notice Boards

LPCPS
LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /19-20/...01/.02...

Date: 03/01/2020

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT Initiative and Website Committee for the session 2020-21 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Karuna Shankar Awasthi	Co-cordinator
3	Dr. Ashish Kaushal	Member
4	Mr. Rohit Kapoor	Member
5	Mr. Ajay Gupta	Member
6	Mr. Aditya Vikram Singh	Member

(Prof. Anil Singh)
Principal

Copy to:

- Dean Academics
- Director, IQAC
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/19-20/.Չ.ι   **Date:** 10-02- 2020

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2020-21 is scheduled at 2:00 P.M. on 28th January, 2021 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).
- Discussion on e-learning platform.

10/2/2020
Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Director IQAC
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/19-20/..Q.2

Date: 17/02/2020

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on January 28th, 2021 at 2:00 P.M for the academic session 2020-21 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S.No	Name of the staff	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Karuna Shankar Awasthi	Co-cordinator
3	Dr. Ashish Kausnal	Member
4	Mr. Rohit Kapoor	Member
5	Mr. Ajay Gupta	Member
6	Mr. Aditya Vikram Singh	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Dr. Laxmi Shankar Awasthi	Discussion on regular updation of college events on website.	Dr. Laxmi Shankar Awasthi	Ensuring regular updation on website. Ensuring ease of access to website and regular inspection of website.
2	Dr. Karuna Shankar Awasthi	Discussion on updation of institutional web portal.	Dr. Karuna Shankar Awasthi	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.
3	Dr. Ashish Kaushal	Discussion on updation in IT facility.	Dr. Ashish Kaushal	Requirement is generated for installation of computer systems.
4	Mr. Rohit Kapoor	Discussion on preparation of budget on IT initiatives and websites.	Mr. Rohit Kapoor	Budget preparation and recommendation for the maintenance of website and share with concerned authorities for approval.
5	Mr. Ajay Gupta	Discussion on digital teaching pedagogies and methodologies (ICT).	Mr. Ajay Gupta	The committee discussed and reviewed on the use of existing digital teaching mode and ways to improve it.
6	Mr. Aditya Vikram Singh	Discussion on e-learning platform.	Mr. Aditya Vikram Singh	Online classes to be conducted through Google meet and Zoom app.

Action Taken Report

Ref. No.	Committee Resolution	Action Taken
1	Ensuring regular updation on website. The committee decided to ensure ease of access to website and regular inspection of website.	Website has been updated from time to time with regards to college faculty details and announcements.
2	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.	All cultural events and other college events and participation has been updated on the college web portal. Also the same has been updated on college facebook page.

3	Requirement is generated for installation of computer systems.	During the year, 10 computers have been purchased on 27th Jan 2020, 06 computers on 12th Jan 2020, 02 computers on 3rd Jan 2020; a laptop has been purchased on 7th June, 2019 and a computer on 23rd Feb, 2019.
4	Budget preparation and recommendation for the maintenance of website and share with concerned authorities for approval.	The budget for the session has been prepared and shared for approval by the concerned authorities. The sanctioned budget for financial year 2019-20 was 1040000.
5	The committee discussed and reviewed on the use of existing digital teaching mode and ways to improve it.	One projector has been purchased on 22.06.2019.

Co-ordinator 17/2/2020

(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Director, IQAC
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /20-21/...01.02..

Date: 04 /01/2021

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT initiative and Website Committee for the session 2021-22 has been constituted. Following faculties are hereby appointed for the representation of the committee.

S. No.	Name	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Karuna Shankar Awasthi	Co-cordinator
3	Dr. Ashish Kaushal	Member
4	Mr. Rohit Kapoor	Member
5	Dr. Daya Shankar	Member
6	Dr. A.K. Rai	Member

Lucknow **(Prof. Anil Singh)**

Principal

Copy to:

- Dean Academics
- Director, IQAC
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/20-21/..Ω.|..   **Date:** 08- 02- 2021

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee for the session 2021-22 is scheduled at 2:00 P.M. on 18th February, 2021 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:
- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:
- Principal Office
- Dean Academics
- Director IQAC
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/20-21/....02   **Date: 18/02/2021**

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on February 18th, 2021 at 2:00 P.M for the academic session 2021-22 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S.No.	Name	Post
1	Dr. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Karuna Shankar Awasthi	Co-cordinator
4	Dr. Ashish Kaushal	Member
5	Mr. Rohit Kapoor	Member
6	Dr. Daya Shankar	Member
7	Dr. A.K. Rai	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Dr. Laxmi Shankar Awasthi	Discussion on regular updation of college events on website.	Dr. Ashish Kaushal	Ensuring regular updation on website. Ensuring ease of access to website and regular inspection of website.
2	Dr. Karuna Shankar Awasthi	Discussion on updation of institutional web portal.	Dr. Ashish Kaushal	Discussion on updation of college website with regards to change in website design has been made.
3	Dr. Ashish Kaushal	Discussion on updation in IT facility.	Mr. Rohit Kapoor	Requirement is generated for installation of computer systems.
4	Mr. Rohit Kapoor	Discussion on preparation of budget on IT initiatives and websites.	Mr. Rohit Kapoor	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval.

5	Dr. Daya Shankar	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. A.K. Rai	The committee discussed and reviewed on the use of existing digital teaching and research mode and ways to improve it.

Action Taken Report

S. No.	Committee Resolution	Action Taken
1	Ensuring regular updation on website. Ensuring ease of access to website and regular inspection of website.	Website has been updated from time to time with regards to college faculty details and announcements.
2	Posts to be included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities.	All cultural events and other college events and participation has been updated on the college web portal. Also the same has been updated on college facebook and Instagram page.
3	Requirement is generated for installation of computer systems.	One computer has been purchased on 27 oct, 2020 and proposal to purchase 11 systems is under review.
4	Budget preparation and recommendation for the maintenance of website and share with concerned authorities for approval.	The budget for the session has been prepared and shared for approval by the concerned authorities. The sanctioned budget for financial year 2020-21 was 650000.
5	The committee discussed and reviewed on the use of existing digital teaching mode and ways to improve it.	Requirement of projectors has not been raised during the session and hence no projectors has been purchased. Koha Library Management Software has been purchased on 18 June, 2020; which is a open source integrated library system as an IT initiative in Library services.
6	Online classes to be conducted through Google meet and Zoom app.	During Lockdown due to Covid-19; classes have been conducted through online mode- mostly Google meet link.

Coordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Director, IQAC
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/21-22/..01

Date: 02.08.2021

To,

The Principal,

Lucknow Public College of Professional Studies,

Lucknow.

Subject: Requisition for purchase of projectors.

Respected Sir,

This is to bring to your notice that for ICT-enabled teaching, there is a requirement of 05 projectors in various classrooms for teaching purposes.

The committee requests you to kindly do the needful.

Yours faithfully,

Co-ordinator

IT initiative and Website Committee

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/ PRINCIPAL /21-22/......21./.p.2

Date: 08 /01/2022

OFFICE ORDER

IT INITIATIVE AND WEBSITE COMMITTEE

College is pleased to inform that the following IT Initiative and Website Committee for the session 2022-23 has been constituted. Following faculties are hereby appointed for the representation of IT Initiative and Website Committee.

S. No.	Name	Post
1	Prof. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Akhilesh	Co-cordinator
3	Dr. Karuna Shankar Awasthi	Member
4	Dr. Ashish Kaushal	Member
5	Mr. Rohit Kapoor	Member
6	Dr. Daya Shankar	Member
7	Dr. A.K. Rai	Member

(Prof. Anil Singh)

Principal

Copy to:

- Dean Academics
- Director, IQAC
- Committee Co-ordinator and Members
- Concerned Departments
- Concerned Notice Boards

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

Ref.: LPCPS/COMM/IT-WE/21-22/...25

Date: 04- 02- 2022

MEETING NOTICE

This is to inform you all that the meeting of the IT initiative and Website Committee Committee for the session 2022-23 is scheduled at 2:00 P.M. on 17th February, 2022 in Counselling Room of Lucknow Public College of Professional studies.

Agenda items:

- Discussion on regular updation of college events on website.
- Discussion on updation of institutional web portal.
- Discussion on updation in IT facility.
- Discussion on preparation of budget on IT initiatives and websites.
- Discussion on digital teaching pedagogies and methodologies (ICT).

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Director IQAC
- Concerned Departments
- Concerned Notice Boards

Ref.: LPCPS/COMM/IT-WE/21-22/...0.3   Date: 17/02/2022

Meeting Minutes

The meeting minutes of IT initiative and Website Committee convened on February 17th, 2022 at 2:00 P.M for the academic session 2022-23 in the Counselling Room of Lucknow Public College of Professional studies.

The following members of the IT initiative and Website Committee were present.

S. No.	Name	Post
1	Prof. Laxmi Shankar Awasthi	Co-ordinator
2	Dr. Akhilesh	Co-cordinator
3	Dr. Karuna Shankar Awasthi	Member
4	Dr. Ashish Kaushal	Member
5	Mr. Rohit Kapoor	Member
6	Dr. Daya Shankar	Member
7	Dr. A.K. Rai	Member

At the outset chairman welcomed all the members and informed the agenda items need to be discussed and resolved.

Thereafter following agendas were discussed and resolved.

S. No	Raised by	Agenda	Responsibility	Resolution
1	Dr. Laxmi Shankar Awasthi	Discussion on regular updation of college events on website.	Dr. Ashish Kaushal	Ensuring regular updation on website. Ensuring ease of access to website and regular inspection of website.
2	Dr. Karuna Shankar Awasthi	Discussion on updation of institutional web portal.	Dr. Ashish Kaushal	Discussion on updation of college website with regards to change in website design has been

				made. The previous website had pre-defined tools because of which pdfs, study material and other data couldn't be uploaded. So, a new portal has been suggested with changed website structure. Discussion for the same had been done.
3	Dr. Ashish Kaushal	Discussion on updation in IT facility.	Mr. Rohit Kapoor	Requirement is generated for installation of computer systems.
4	Mr. Rohit Kapoor	Discussion on preparation of budget on IT initiatives and websites.	Mr. Rohit Kapoor	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval.
5	Dr. Daya Shankar	Discussion on digital teaching pedagogies and methodologies (ICT).	Dr. A.K. Rai	The committee discussed and reviewed on the use of existing digital teaching mode and ways to improve it.

Action Taken Report

Ref. No.	Committee Resolution	Action Taken
1	Ensuring regular updation on website. Ensuring ease of access to website and regular inspection of website.	College events like Alumni meet, various cultural events like Friendly cricket match, debate competition and so on has been updated on the website on regular basis throughout the session. Apart from that, updation has been done on College facebook page and Instagram account as well. Posts included in website – all information related to college, its administration and management, policies, activities, events, functions, awards, social activities, college visits, dignitaries visit at college, seminars, conferences, symposiums, participation of students and college identities
2	Discussion on updation of college website with regards to change in website design has been made.	College web portal updataion is in progress as per discussed standards. Software requisition specification document has been prepared.
3	Requirement is generated for installation of computer systems.	During the session, a new computer lab has been set up for BCA students for which new computer systems have been ordered. Requisition for 60 computer systems have been made. 11 computer systems have been purchased on 20 March, 2021.

4	Budget preparation and recommendation for the maintenance of website and share with concern authorities for approval.	The projectors and computers have been financed from time to time. The website expenses and updation has also been financed after approval from the concerned authorities.
5	The committee discussed and reviewed on the use of existing digital teaching and research mode and ways to improve it.	05 smart projectors have been purchased on 25.09.21 to introduce smart teaching in classes. To enable e-teaching, learning and research E-shodhsindhu (IBI_ess) has been purchased to have access to research papers. 25 E-books have been purchased in the month of November. An annual subscription of Turnitin Account has been taken.

Co-ordinator
(IT initiative and Website Committee)

Copy to:

- Principal Office
- Dean Academics
- Director, IQAC
- Concerned Departments
- Concerned Notice Boards