



Estd. 1998

# LAKSHMI NARAIN COLLEGE OF TECHNOLOGY-MCA

Approved by AICTE, New Delhi & An ISO 9001:2015 Certified Institute  
Recognized by Govt. of M.P., Affiliated to RGPV, Bhopal (M.P.)

Ref: LNCT-MCA/Adm/2026/10

Date: 28/02/2026

## MINUTES OF MEETING

A meeting is held on 28<sup>th</sup> February, 2026 in the Board Room of Ramnath Guha Block, LNCT-MCA, Bhopal. The Director, HOD and faculties of MCA Department attended it.

Following points are stated by the director and advised all the faculties to follow them for smooth functioning of the college:

1. All NBA criteria coordinators are asked to complete the task within the time frame.
2. Mentors are asked to call the parents of the students whose attendance is low.
3. All faculty members are asked to get their course file checked.
4. It is suggested to all faculty members that they should use the smart board at maximum and learn all its features. Raise the level of teaching learning process.

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(Dr. Sanjay Bajpai)



Director  
LNCT-MCA, Bhopal

Director  
Lakshmi Narain College of Technology (MCA)  
BHOPAL

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4. Group OSD
5. Director (MCA/T&P/MBA/Incubation/R&D/IT Infra)
6. Dean Student Welfare
7. HOD (MCA)
8. Registrar (LNCT-MCA)
9. Office File

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