



R. V. HIGHER EDUCATION AND TECHNICAL INSTITUTE

(Approved by AICTE, NCTE, UGC & Ministry of HRD, Govt. of India & Affiliated to CCS University, Meerut)

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Date: 31/12/2024

Media Cell

This is to inform all faculty members, staff, and students that the **Media Cell** of the institute is hereby constituted for the academic session 2026-27.

The **Media Cell Committee** will consist of the following members:

1. **Mr. Santosh Kumar Sharma** – Media Cell Coordinator
2. **Mr. Nilesh** – Member
3. **Mr. Rajpal** – Member

Roles & Responsibilities of the Media Cell:

- Media coverage of academic, cultural, and co-curricular activities
- Photography and videography of institutional events
- Preparation and publication of news in print, electronic, and social media
- Maintenance of digital records for **NAAC, IQAC, and the institutional website**

All departments are requested to inform the Media Cell in advance about any event, seminar, or activity to ensure proper media coverage and documentation.

The committee members are requested to discharge their duties sincerely for effective institutional outreach and visibility.

