

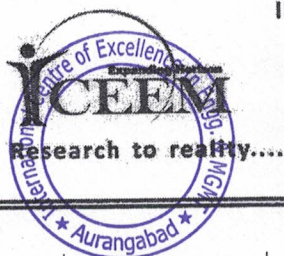
CENTRAL PORTFOLIOS DISTRIBUTION FOR A.Y. 2024-25

Assigned work for various extracurricular, co-curricular, and curricular activities that will be implemented in the current academic year 2024-2025 is listed below. Please take notice of your task and help out.

Sr. No.	Name of the Committee	Incharge Name & Sign	Responsibilities (Not Limited)	Member(s) Name
1	Academic & IQAC	Prof. Hemant Jadhav	Internal Quality Assurance Cell (IQAC), Academic Monitoring, Academic Calender, Monitoring & Compilation of Annual Reports, Image building, counselling, BOG Agenda & minutes of meetings, etc	All HODS & Deans
			Preparation of Central Time Table of Engineering, Polytechnic, MBA & ME	Prof. Mangal Kale
			IQAC Assistant, Documentation, Copmarative, POs, Building and Infrastructure Maintenance	Mr. Aqeel Shaikh
			Solar system/RO/DG/Record readings of all meters, UPS, EPABX, Xerox machines, All Electrical work Installation & maintenance	Prof. Shivam Gawande
			Design of posters, Occassional day posters, Digital Marketing	Mr. D. Kasture
2	Industry Institute Interaction, Training & Placement	Dr. Goutam Saha	These activities will be carried out through the brand CCTL & Establishment of Institution-Industry Cell: Corporate training / Consulting / CSR funding from corporate/ MoU signing / Industry visit/ Internships / Field Visits, IIMM Courses, Ecosystem development, etc	Prof. Naushad Shaikh All Dept TPO Coordinators
			Organising Training sessions, mock interviews, Resume Building activity, Interaction and communication with all the department, Arranging Aptitude Module for students in order to make the student ready for the facing the different aptitude test of MNC and Government Sectors.	
3	Admissions, FC, Students Council, Gathering & Hostel, Canteen	Prof. Anand Humbe	(All Admissions: FE, DSE, MBA, Polytechnic, ME), Publicity, Public Relations	Admission Team
			All FC related work	Prof. Jyoti Dighole & FC Team
			Formation of Students Council, organizing the Gathering, Keepig records	All CRs, GS & Student Council Members
4	Girls Hostel & NSS coordinator	Shalini Tarwade (Reporting to Prof. A. B. Humbe)	Girls Hostel: Hostel Admission, Room Allotment, Discipline, Daily Attendance, Canteen & Food Quality, First Aid, Students Movement, Resolving Students Complaints, Fees Recovery, Preparing Schedule of Night study, Monitoring of Regular cleaning of Hostel water coolers, Hostel cleanliness check record, Hostel Maintenance, Girl's Hostel CCTV Monitoring etc	Mrs. Bhagyshri Pandit
			NSS & Social Activities, Celebration of special days, Hobby clubs etc	All CRs, GS & Student Council Members

Excellence In Engg. & MGMT.
Aurangabad

5	Boys' Hostel	Amol Adik (Reporting to Prof. A. B. Humbe)	Boys' Hostel: Hostel Admission, Room Allotment, Discipline, Daily Attendance, Canteen & Food Quality, First Aid, Students Movement, Resolving Students Complaints, Fees Recovery, Preparing Schedule of Night study, Monitoring of Regular cleaning of Hostel water coolers, Hostel cleanliness check record, Hostel Maintenance, Boys' Hostel CCTV Monitoring etc.	Prof. Uday Gadhe
6	Engineering Sports	Swapnil Tathe (Reporting to Prof. A. B. Humbe)	Conduction of various indoor & outdoor Sports at Institute District & state Level, Maintaining records, Motivating students for the participation in sports, Maintaining sport equipments	Sports Secretary-Engineering
7	Startup & Innovations Cell / Research & Development	Dr. Sagar Bhalekar	Incubation cell (IIC), startups & innovations/ Tieup with other incubation centres, Arranging research related sessions, Publication of journal, Research funds from various sources, promoting research environment, research budget, research policy. Institution Ranking & Recognitions: ARIA, ATAL, NIRF, etc	All HODs
8	Website, online courses & Cultural Incharge	Prof. Pallavi Kathar	Website development & Updation, V-Lab, NPTEL Coordinator (Responsibility: Per Semester 1 NPTEL course per Staff & per dept 1 NPTEL course per student OR 30% students), Organizing & maintaining record of cultural activities (Minimum 5 per semester)	Prof. Kalyani Gosawi
9	Workshop Suprintendent & Maintenance	Prof. Shivram Janjal	Workshop maintenance, Workshop Practicals, Fabrication work, Plumbing work, Stationary & Store, etc Workshop Mintenance, WS practicals, All water coolers cleaning record & Girls Hostel Maintenance, etc.	Mr. B.R.Abhang Mr. Bharat Pandit
10	IIC cell & Alumni Association	Prof. Y. M. Khan	Enterpreurship cell, MSME, MHRD, IIC cell, Parent meet, Alumni meet, Alumni association, CR meet, ABC Registration, Parakh, Students' related AICTE activities, etc	
11	Polytechnic Coordinator	Prof. Nitin Magar	All type of Polytechnic work (Academics, Exam forms, Scholarship Forms, committees, Exams etc)	Shital Dahad Vaishavi Divakar
12	System Admin	Mr. Amol Pawar (Reporting to Prof. Nitin Magar)	Computer Sytems record & allotment, PC Maintenance / Preparing Deadstocks of Hardware & Softwares/ Networking / Software Installation & records, UPS /CCTV / EPABX, Printer, Scanners, Xerox Machines maintenance etc	Kiran Chavan Akash Kshirsagar
13	(AO) Office Administration	Mr. Zafar UI Hasan	All type of administrative work, Staff records & Filing, I-Cards, Uniforms, etc Student section: Office administration (Teaching non-teaching), Engineeing Office Documentation, University Affiliation, All certificates, Inward / outword, Exam forms, Scholarships, AICTE & DTE official documentation, RTI, etc Accounts: Fees collection & Recovery, FRA, Audit reports, Salary, Financial documentation, etc Leave records (CL/C-OFF) of all staff, Banking, Bus & Hostel Fees Recovery, assisting to accounts Polytechnic MSBTE Documentation, MSBTE Affiliation, Polytechnic Exam forms & office documentation Bus Student Record, Polytechnic Scholarship form filling & Submission, Polytechnic office Documentaion	Mr. Nandkumar Dhakne Rawsaheb Ghodke Mr. Aqeel Shaikh Mr. Aqeel Shaikh Mrs. Shilpa Ukadgaonkar



INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



			Books & Journals record, Monitoring Library cleaning, Monitoring of Ladies hostel cleaning & all Ladies toilets cleaning, NDL, Delnet, Book purchase & verification, Journals & E-Journal's usage	Mrs. Jayshree Jawale
14	Co- Curricular Activities & Extra Curricular Activities	All HODs	Organizing, Conducting & Keeping Record of all Academic activities (Technical/ Nontechnical) Seminars, Expert talks, Industrial Visits, Trainings, GDs, Workshops, FDPs, Conferences, MOOC Courses, etc	All Class Teachers
			Reports Collection Compilation & Presentation	Dr. Milind Kharat
15	University Examination, CT, PR,OR Coordinator	Prof. Amol Adik-CS	Theory & Practical Examination (Internal & University examination)	Prof. Zafar Hasan-US
			Central Coordinator CT, PR,OR Exams, Internal Exam records & Billing records, Library Coordinator	Mr. Nandkumar Dhakne
16	NAAC Coordinator, NAAC Displays	Prof. Shishir Rathod	All type of NAAC work, AQAR, IQA, IOAC-Assistant Reports compilation with evidences of all technical & Non-technical activities, reporting to Academic Administration committee, Daily meetings, Weekly review meetings & Monthly reports of NAAC progress	CR1: Prof. V.B. Shikhare CR2: Prof. Saylee Rathod CR3: Shivam Janjal CR4: Prof. Zafar Ul Hasan CR5: Prof. Y.M. Khan CR6: Prof. Amol Adik CR7: Prof. Shivam Gawande
			Preparation of all Displays required for NAAC (Code of conduct, all committees, display boards etc)	
17	IIC/ Woman's Empowerment / Womens Grievance Cell, Robotic group Coordinator & Policy making	Dr. Deepmala Biradar	Arranging activities under, IIC Cell / Woman's Empowerment / Womens Grievance Cell, Solving problems of girls, Aarohan, HR Policy making (Recruitment, Leave, Salary, Increment etc Policies), Maintaining the Records, Staff Goal Setting	Students' Ladies Representative
18	Approvals & committes	Prof. Vinod Shikhare	Approvals, AICTE, DTE, FRA, LIC, & Dr. BAMU Documentation, Green Audit, Fire and Safety Certificate, All Committees documentation (SC/ST committee, Anti-rangging, Minority,OBC, CDC, Grievance Redressal Committee etc)	Administrative officer & Student Section

6p27
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

6p27
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Add.: Gut No.4. Opp. Bajaj Auto Ltd. Main Gate. Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com

CENTRAL PORTFOLIOS DISTRIBUTION FOR A.Y. 2023-24

Assignment of work related to different curricular, co-curricular and Extra-curricular activities to be implemented during the current Academic year 2023-24 is as below. Kindly note your assignment and co-operate.

Sr. No.	Name of the Committee	Incharge Name & Sign	Responsibilities (Not Limited)	Member(s) Name
1	Academic & IQAC	Prof. Hemant Jadhav	Internal Quality Assurance Cell (IQAC), Academic Monitoring, Academic Calender, Monitoring & Compilation of Annual Reports, Image building, counselling, BOG Agenda & minutes of meetings, etc	All HODS & Deans
			Preparation of Central Time Table of Engineering, Polytechnic, MBA & ME	Prof. Mangal Kale
			IQAC Assistant, Documentation, Copmarative, POs, Building and Infrastructure Maintenance	Mr. Aqeel Shaikh
			Solar system/RO/DG/Record readings of all meters, UPS, EPABX, Xerox machines, All Electrical work Installation & maintenance	Prof. Shivam Gawande
			Design of posters, Occassional day posters, Digital Marketing	Mr. D. Kasture
2	Industry Institute Interaction, Training & Placement	Dr. Goutam Saha	These activities will be carried out through the brand CCTL & Establishment of Institution-Industry Cell: Corporate training / Consulting / CSR funding from corporate/ MoU signing / Industry visit/ Internships / Field Visits, IIMM Courses, Ecosystem development, etc Organising Training sessions, mock interviews, Resume Building activity, Interaction and communication with all the department, Arranging Aptitude Module for students in order to make the student ready for the facing the different aptitude test of MNC and Government Sectors.	Prof. Naushad Shaikh All Dept TPO Coordinators
3	Admissions, FC, Students Council, Gathering & Hostel, Canteen	Prof. Anand Humbe	(All Admissions: FE, DSE, MBA, Polytechnic, ME), Publicity, Public Relations	Admission Team
			All FC related work	Prof. Jyoti Dighole & FC Team
			Formation of Students Council, organizing the Gathering, Keeping records	All CRs, GS & Student Council Members
4	Girls Hostel & NSS coordinator	Prof. Pooja Jaiswal (Reporting to Prof. A. B. Humbe)	Girls Hostel: Hostel Admission, Room Allotment, Discipline, Daily Attendance, Canteen & Food Quality, First Aid, Students Movement, Resolving Students Complaints, Fees Recovery, Preparing Schedule of Night study, Monitoring of Regular cleaning of Hostel water coolers, Hostel cleanliness check record, Hostel Maintenance, Girl's Hostel CCTV Monitoring etc	Mrs. Bhagyshri Pandit
			NSS & Social Activities, Celebration of special days, Hobby clubs etc	All CRs, GS & Student Council Members

5	Boys' Hostel	Amol Adik (Reporting to Prof. A. B. Humbe)	Boys' Hostel: Hostel Admission, Room Allotment, Discipline, Daily Attendance, Canteen & Food Quality, First Aid, Students Movement, Resolving Students Complaints, Fees Recovery, Preparing Schedule of Night study, Monitoring of Regular cleaning of Hostel water coolers, Hostel cleanliness check record, Hostel Maintenance, Boys' Hostel CCTV Monitoring etc.	Prof. Uday Gadhe
6	Engineering Sports	Swapnil Tathe (Reporting to Prof. A. B. Humbe)	Conduction of various indoor & outdoor Sports at Institute, District & state Level, Maintaining records, Motivating students for the participation in sports, Maintaining sport equipments	Sports Secretary-Engineering
7	Startup & Innovations Cell / Research & Development	Dr. Sagar Bhalekar	Incubation cell (IIC), startups & innovations/ Tieup with other incubation centres, Arranging research related sessions, Publication of journal, Research funds from various sources, promoting research environment, research budget, research policy. Institution Ranking & Recognitions: ARIA, ATAL, NIRF, etc	All HODs
8	Website, online courses & Cultural Incharge	Prof. Pallavi Kathar	Website development & Updation, V-Lab, NPTEL Coordinator (Responsibility: Per Semester 1 NPTEL course per Staff & per dept 1 NPTEL course per student OR 30% students), Organizing & maintaining record of cultural activities (Minimum 5 per semester)	Prof. Kalyani Gosawi
9	Workshop Suprintendent & Maintenance	Prof. R. J. Shirwat	Workshop maintenance, Workshop Practicals, Fabrication work, Plumbing work, Stationary & Store, etc	Mr. B.R.Abhang
10	IIC cell & Alumni Association	Prof. Y. M. Khan	Workshop Mintenance, WS practicals, All water coolers cleaning record & Girls Hostel Maintenance, etc.	Mr. Bharat Pandit
11	Polytechnic Coordinator	Prof. Nitin Magar	Enterpreurship cell, MSME, MHRD, IIC cell, Parent meet, Alumni meet, Alumni association, CR meet, ABC Registration, Parakh, Students' related AICTE activities, etc	Snehal Amrutkar Vaishavi Divakar
12	System Admin	Mr. Wasim Shaikh (Reporting to Prof. Nitin Magar)	All type of Polytechnic work (Academics, Exam forms, Scholarship Forms, committees, Exams etc)	
13	(AO) Office Administration	Mr. Satish Sonawne	Computer Sytems record & allotment, PC Maintenance / Preparing Deadstocks of Hardware & Softwares/ Networking / Software Installation & records, UPS /CCTV / EPABX, Printer, Scanners, Xerox Machines maintenance etc	
			All type of administrative work, Staff records & Filing, I-Cards, Uniforms, etc	
			Student section: Office administration (Teaching non-teaching), Engineeing Office Documentation, University Affiliation, All certificates, Inward / outword, Exam forms, Scholarships, AICTE & DTE official documentation, RTI, etc	Mr. Nandkumar Dhakne
			Accounts: Fees collection & Recovery, FRA, Audit reports, Salary, Financial documentation, etc	Rawsahab Ghodke
			Leave records (CL/C-OFF) of all staff, Banking, Bus & Hostel Fees Recovery, assisting to accounts	Mr. Deepak Shinde
			Polytechnic MSBTE Documentation, MSBTE Affiliation, Polytechnic Exam forms & office documentation	Mr. Aqeel Shaikh
			Bus Student Record, Polytechnic Scholarship form filling & Submission, Polytechnic office Documentaion	Mrs. Shilpa Ukadgaonkar
			Books & Journals record, Monitoring Library cleaning,	Mrs. Jayshree

CAMPUS DIRECTOR
International Centre of
Excellence in Engg. & MGM
Aurangabad

			cleaning, NDL, Delnet, Book purchase & verification, Journals & E-Journal's usage	
14	Co- Curricular Activities & Extra Curricular Activities	All HODs	Organizing, Conducting & Keeping Record of all Academic activities (Technical/ Nontechnical) Seminars, Expert talks, Industrial Visits, Trainings, GDs, Workshops, FDPs, Conferences, MOOC Courses, etc	All Class Teachers
15	University Examination, CT, PR,OR Coordinator	Prof. Amol Adik-CS	Reports Collection Compilation & Presentation Theory & Practical Examination (Internal & University examination) Central Coordinator CT, PR,OR Exams, Internal Exam records & Billing records, Library Coordinator	Dr. Milind Kharat Prof. Zafar Hasan-US Prof. Ashwin Chavan
16	NAAC Coordinator, NAAC Displays	Prof. Shishir Rathod	All type of NAAC work, AQAR, IQA, IQAC-Assistant, Reports compilation with evidences of all technical & Non-technical activities, reporting to Academic Administration committee, Daily meetings, Weekly review meetings & Monthly reports of NAAC progress Preparation of all Displays required for NAAC (Code of conduct, all committees, display boards etc)	CR1: Prof. V. B. Shikhare CR2: Prof. Saylee Rathod CR3: Deepali Kende CR4: Prof. Zafar Ull Hasan CR5: Prof. Y. M. Khan CR6: Prof. Amol Adik CR7: Prof. Shivam Gawande
17	IIC/ Woman's Empowerment / Womens Grievance Cell, Robotic group Coordinator & Policy making	Dr. Deepmala Biradar	Arranging activities under, IIC Cell / Woman's Empowerment / Womens Grievance Cell, Solving problems of girls, Aarohan, HR Policy making (Recruitment, Leave, Salary, Increment etc Policies), Maintaining the Records, Staff Goal Setting	Students' Ladies Representative
18	Approvals & committes	Prof. Vinod Shikhare	Approvals, AICTE, DTE, FRA, LIC, & Dr. BAMU Documentation, Green Audit, Fire and Safety Certificate, All Committees documentation (SC/ST committee, Anti-rangging, Minority, OBC, CDC, Grievance Redressal Committee etc)	Administrative officer & Student Section

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Campus Director
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad



IIRW'S

INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



CENTRAL PORTFOLIO OF AY 2022-23

The assignments for the several extracurricular, co-curricular, and curricular activities that will be provided for the current academic year 2022–2023 are listed below. Kindly acknowledge your task and offer assistance.

SR NO	NAME OF THE COMMITTES	INCHARGE	Responsibilities	Members
1	Academic Administration	Prof. H. L. Jadhav Dr Goutam Saha	IQAC, Academic Monitoring, Academic Calender, Compilation of Annual Reports, Image building, couselling, Central Time Table. BOG Agenda & minutes of meetings, etc	EEE: Sailee Rathod CSE: A.B. Humbe Civil: V. B. Shikhare Mech: Shivram janjal MBA: Deepmala Biradar FE: Jyoti Dighole
2	Industry Institute Interaction, NBA	Dr. Goutam Saha	These activities will be carried out through the brand CCT&L. Corporate training / Consulting / CSR funding from corporate/ MoU signing / Industry visit/	Dr. C.S. Padmavat Dr. Deepmala Biradar Dr. Sameer Joshi Prof. H. L. Jadhav All HODs
3	Startup & Innovations Cell	Dr. C. S. Padmavat	Ecosystem development, New Purchase, Lab development, Faculty management, Incubation cell (IIC), startups & innovations/ Tieup with other incubation centres	All HODs
4	Research & Development	Dr. Sameer Joshi Prof. Jafar UI Hasan	Arranging research related sessions, Publication of journal, Research funds from various sources, promoting research environment, research budget, research policy. Additional Responsibilities: Enterpreurship cell, MHRD, IIC cell, Website development	
5	Office Administration	Prof. M. P. Kale	Administration (Teaching non-teaching), Documentation, Fees Recovery, scholarship, Exam form, & RTI	Amol Adik Sonali Patil Nilesh Kalyankar J. V. Rathod Samina Khan Office & Accounts
			Maintenance, Canteen, Boys' Hostel, Campus Cleaning, Gardening, Regular cleaning of water coolers, cleanliness check record, etc	Nilesh Kalyankar
			Keeping the record of Library cleaning, Ladies hostel cleaning, all Ladies toilets cleaning	Pradnya Kiwande

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.

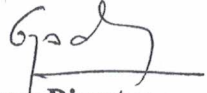
Add.: Gut No.4. Opp. Bajaj Auto Ltd. Main Gate. Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

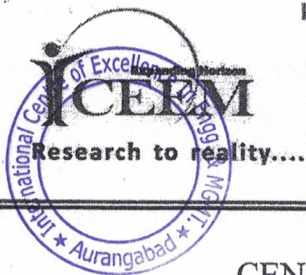
Website : www.iceemabad.com | E-mail : director@iceemabad.com

			Fabrication/ Plumbing:-Mr. B.R.Abhang Solar/RO/CCTV/Networking/Electrical maintenance:- Mr. D. Kasture Building and Infra:- Mr. Shivam Gavande	Bharat Pandit
6	Admissions & other responsibilities	Prof. A B Humbe	(Admissions: FE, DSE, MBA), Publicity, Parent meet, Alumni meet, Public Relations, NSS, Anti- ranging, All Committees documentation, Students Council	All DHODs
	FC	Shishir Rathod	All FC related work	Office & Accounts Sachin Patil Sonam Welanjkar Shalini Tarwade Archana Kunte Deepali Kende
7	Examination		Theory & Practical Examination (Internal & University examination)	Amol Adik, Jyoti Dighole
8	Extra Curricular Activities	Prof. Y. M. Khan	Sports, Cultural, Hobbies, Field Visits, MSME, (GIZ, BYST, MAGIC,etc.), Monthly, semester & annual reports, Alumni association, & Mechanical Workshop	
9	Library	Mrs. Pradnya Kiwande	NDL, Delnet, Library, Book purchase & verification, E-Journal's usage	
10	Co- Curricular Activities	All HODs	Academic activities along with Seminars, Expert talks,Workshops, FDPs, GDs, NPTEL, MOOC Courses, etc	All Course Coodinators
11	Accreditation	Prof. Shishir Rathod	NAAC, AQAR, IQAC-Assistant, , Reports compilation with evidences of all technical & Non-technical activities, reporting to Academic Administration committee	CR1: V. B. Shikhare CR 2: Shivram Janjal CR3: Deepali Kende CR4: Zafar UI Hasan CR5: Y.M. Khan CR6 Shishir Rathod CR7: Sameer Joshi
12	Recruitment, Training & Placement, Appititude Test, IIC Cell & Woman's Empowerment Cell	Dr. Deepmala Biradar	Organising Training sessions, mock interviews, Resume Building activity, Interaction and communication with all the department Arranging Aptitude Module for MBA , Engineering in order to make the student ready for the facing the different aptitude test of MNC and Government Sectors.	Departmental TPO Coordinators CAMPUS DIRECTOR International Centre of Excellence In Engg. & MGMT. Aurangabad

13	Approvals	Prof. Vinod Shikhare	Approvals, SC/ST committee, AICTE, DTE, FRA LIC, & Dr. BAMU Documentation	Amol Adik Sonali Patil Nilesh Kalyankar J. V. Rathod Samina Khan Office & Accounts
14	Institution Ranking & Recognition	Prof. Sachin Patil	ARIA, ATAL Ranking, NIRF, etc (Reporting to Dr. Saha sir)	
15	V-Lab, Minority cell	Prof. Sameena Khan	V-Lab, Minority cell all documentation	
16	Student Section	Mr. Nandkumar Dhakne	CT/TW/PR Dr. BAMU, Student section, All certificates, Inward / outword, Exam forms, Scholarships, etc	Office
17	Accounts	Rawsaheb Ghodke	Accounts, Fees collection & Recovery, FRA, Audit reports, Financial documentation, etc	Accounts


Campus Director
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad



IIRW'S

INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



CENTRAL PORTFOLIO DISTRIBUTION FOR A.Y. 2021-22

The following is a list of work assignments for different extracurricular, co-curricular, and curricular activities that will be completed during the current academic year 2021–2022. Please remember your assignment and assist.

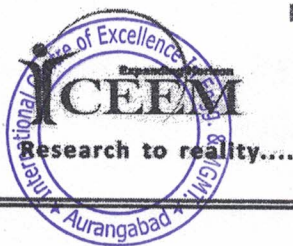
SR NO	NAME OF THE COMMITTEE	INCHARGE	Responsibilities	Members
1	Academic Administration	Prof. H. L. Jadhav	IQAC, Academic Monitoring, Academic Calender, Compilation of Annual Reports, Image building, counselling, Central Time Table. BOG Agenda & minutes of meetings, etc	EEE: Sailee Rathod CSE: A.B. Humbe Civil: V. B. Shikhare Mech: Shivram janjal MBA: Deepmala Biradar FE: Jyoti Dighole
2	Industry Institute Interaction, NBA, Startup & Innovations Cell	Prof. S M Deshmukh	These activities will be carried out through the brand CCT&L. Corporate training / Consulting / CSR funding from corporate/ MoU signing / Industry visit/ Ecosystem development, New Purchase, Lab development, Faculty management, Incubation cell (IIC), startups & innovations/ Tieup with other incubation centres	Dr. C.S. Padmavat Dr. Deepmala Biradar Dr. Sameer Joshi Prof. H. L. Jadhav All HODs
3	Research & Development	Dr. Sameer Joshi Prof. Jafar UI Hasan	Arranging research related sessions, Publication of journal, Research funds from various sources, promoting research environment, research budget, research policy. Additional Responsibilities: Enterpreurship cell, MHRD, IIC cell, Website development	
4	Office Administration	Prof. M. P. Kale	Administration (Teaching non-teaching), Documentation, Fees Recovery, scholarship, Exam form, & RTI	Amol Adik Sonali Patil Nilesh Kalyankar J. V. Rathod Samina Khan Office & Accounts
			Maintenance, Canteen, Boys' Hostel, Campus Cleaning, Gardening, Regular cleaning of water coolers, cleanliness check record, etc	Nilesh Kalyankar
			Keeping the record of Library cleaning, Ladies hostel cleaning, all Ladies toilets cleaning	Pradnya Kiwande

CAMPUS DIRECTOR
International Centre of
Excellence in Engg. & MGMT.
Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com



IIRW'S

INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



			Fabrication/ Plumbing:-Mr. B.R.Abhang Solar/RO/CCTV/Networking/Electrical maintenance:- Mr. D. Kasture Building and Infra:- Mr. Shivam Gavande	Bharat Pandit
5	Admissions & other responsibilities	Prof. A B Humbe	(Admissions: FE, DSE, MBA), Publicity, Parent meet, Alumni meet, Public Relations, NSS, Anti- ranging, All Committees documentation, Students Council	All DHODs
	FC	Shishir Rathod	All FC related work	Office & Accounts Sachin Patil Sonam Welanjkar Shalini Tarwade Archana Kunte Deepali Kende
	Examination		Theory & Practical Examination (Internal & University examination)	Amol Adik, Jyoti Dighole
7	Extra Curricular Activities	Prof. Y. M. Khan	Sports, Cultural, Hobbies, Field Visits, MSME, (GIZ, BYST, MAGIC,etc.), Monthly, semester & annual reports, Alumni association, & Mechanical Workshop	
8	Library	Mrs. Pradnya Kiwande	NDL, Delnet, Library, Book purchase & verification, E-Journal's usage	
9	Co- Curricular Activities	All HODs	Academic activities along with Seminars, Expert talks, Workshops, FDPs, GDs, NPTEL, MOOC Courses, etc	All Course Coodinators
10	Accreditation	Prof. Shishir Rathod	NAAC, AQAR, IQAC-Assistant, , Reports compilation with evidences of all technical & Non- technical activities, reporting to Academic Administration committee	CR1: V. B. Shikhare CR 2: Shivram Janjal CR3: Deepali Kende CR4: Zafar UI Hasan CR5: Y.M. Khan CR6 Shishir Rathod CR7: Sameer Joshi
11	Recruitment, Training & Placement, Apptitude Test, IIC Cell & Woman's Empowerment Cell	Dr. Deepmala Biradar	Organising Training sessions, mock interviews, Resume Building activity, Interaction and communication with all the department Arranging Aptitude Module for MBA , Engineering in order to make the student ready for the facing the different aptitude test of MNC and Government Sectors.	Departmental TPO Coordinators CAMPUS DIRECTOR International Centre of Excellence In Engg. & MGMT. Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com



INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



12	Approvals	Prof. Vinod Shikhare	Approvals, SC/ST committee, AICTE, DTE, FRA LIC, & Dr. BAMU Documentation	Amol Adik Sonali Patil Nilesh Kalyankar J. V. Rathod Samina Khan Office & Accounts
13	Institution Ranking & Recognition	Prof. Sachin Patil	ARIA, ATAL Ranking, NIRF, etc (Reporting to Dr. Saha sir)	
14	V-Lab, Minority cell	Prof. Sameena Khan	V-Lab, Minority cell all documentation	
15	Student Section	Mr. Nandkumar Dhakne	CT/TW/PR Dr. BAMU, Student section, All certificates, Inward / outword, Exam forms, Scholarships, etc	Office
16	Accounts	Rawsaheb Ghodke	Accounts, Fees collection & Recovery, FRA, Audit reports, Financial documentation, etc	Accounts

Campus Director

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

CENTRAL PORTFOLIO DISTRIBUTION FOR A.Y. 2020-21


The following is a list of work assignments for different extracurricular, co-curricular, and curricular activities that will be completed during the current academic year, 2020-2021. Please remember your assignment and assist.

SR NO	NAME OF THE COMMITTEES	INCHARGE	MEMBERS
1	Academic Monitoring:- Lab Development, New Purchase Performnce, IQAC Coordinator	Pro. H.L. Jadhav	All Departmental Coordinators Civil:- Prof. Vinod Shikhare Elect.: Prof. Ansar Ahmed CSE:-Prof. B. G. Dhake Mech:- Prof. V. R.Yadav MBA:- Dr. Amol Murgai
2	Dean-Admissions (FE, DSE, MBA) & Publicity	Prof. A B Humbe	First Year: Prof. M. P. Kale DSE : Prof. Shivram Janjal MBA: Dr. Deepmala Biradar
3	Dean-Digital Implementation, Online Publicity , Online Events & Online Examinations	Prof. A B Hujgude	Prof. Rohit Paithane Prof. Shivram Janjal Prof. Shivram Janjal Prof. Vrushali tapde Prof. M.B. Ansari
4	Dean-Woman Empowerment & Central Time Table	Prof. M P Kale	

6027
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

5	Dean-Parents and Public Relations, Alumni	Dr. Amol Murgai	All Class Teachers Civil SE: Prof. S D Kulkarni TE: Prof. P V Baheti BE: Prof. S S Deshmukh E&TC SE: Prof. R P Deshmukh TE: Prof. S S Shinde BE: Prof. V Y Somwanshi Mechanical SE: Prof. P S Thigle TE: Prof. Y M Khan BE: Prof. V R Yadav CSE SE: Prof. V S Tapade TE: Prof. Rajesh Wagh BE: Prof. Nitin Tawar MBA FE: SE: Prof. Manisha. N. Chaudhari
6	Dean –MSME, Industry projects & Industrial Consultancy	Prof. S M Deshmukh	Prof. Y M Khan Prof. R P Deshmukh Prof. M B Ansari
7	Fees Regulating Authority, Discipline & Anti Ragging Committee	Prof. S M Deshmukh	
8	Dean-Recruitment, Placement & Trainings, FDP's, Conferences, Workshops	Dr. Deepmala Biradar	Prof. Vinod Shikhare Prof. Rohit Paithane Prof. Nitin Tawar Prof. Shishir Rathod
9	IQAC Assistant	Dr. Deepmala Biradar	All Dept Coordinators
10	Dean- Accreditations, Approvals & Examinations (NAAC-AQAR, AICTE, DTE Documentation & Dr. BAMU)	Prof. Vinod Shikhare Prof. Zafar UI Hasan	Civil:- S S Deshmukh Elect.:- Ansar Ahmed CSE:- Prof. B G Dhake MBA:- Dr. Amol Murgai Mech:- Prof. V R Yadav
11	Dean -Startups & Innovation Contests, Hackathon, Start-ups, IPR related Activities	Prof. Shishir Rathod	Prof. Vinod Shikhare Prof. Rohit Paithane Prof. Nitin Tawar Prof. Shishir Rathod
12	Academic Calender	Prof. Ansar Ahmed	

13	Student Council	Prof. A B Humbe	Cultural: Prof. V S Tapade & Prof. M N Chaudhari Sports: Prof. Vinay Somwanshi
14	NSS Implementation Of Unnat Bharat Abhiyan /Sansad Adarsh Gram Yojna and TGS	Prof. R P Deshmukh	
15	Administration & Right to Information ACT	Prof. Zafar Ul Hasan	
16	Committee for SC/ST	Prof. P P Bansode	
17	Central Incharge for CT/TW/PR (Dr. BAMU)	Prof. Pushkar Thigle	Civil :- Prof S D Kulkarni Elect:- Prof. Ansar Ahmed Mech:- Prof. Pushkar Thigale CSE:- Prof. M B Ansari MBA:- Dr. Amol Murgai
18	Class Test Department Wise		Civil:- Prof. S D Kulkarni Elect:- Prof. Ansar Ahmed CSE:- Prof Nitin Tawar Mech:- Prof. S B Janjal
19	Incubation, ARIA, V-Lab, MHRD, ATAL, etc Entrepreneurship Cell , Funding Projects & Development Projects	Prof. Rajesh Wagh	
20	University Examinations (Online/Offline)	Prof. Vinod Shikhare	US: Prof. Nitin Tawar
21	Hostel Monitoring, Maintenance, Hostel Visiting Committee & Canteen Food Inspection Committee	Hostel Rector	All Dept Coordinators
22	Website Development & Updation, NPTEL,MOOC Courses, National Academic Advisory (NAD), National Digital Library (NDL)	Prof. M B Ansari	
23	Industrial Projects (GIZ, BYST, MAGIC, TATA etc.) & Mechanical Workshop	Prof. Y M Khan	
24	Internal Complaints Committee	Prof V S Tapade	


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad



IIRW'S

INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



25	Stores, Maintenance & Transportation	Mr. B.R.Abhang	Fabrication:- Mr. B.R.Abhang Electrical:- Mr. D . Kasture Building and Infra:- Mr. Ravi Kamble Transportation (Bus) & Plumbing work:- Mr. Vasekar Naresh Campus Cleaning and Gardening:- Mr.Sonke sir Carpentry: Mr. Mangesh Paraye
26	Server Implementation, Digital Library, Printer tonner refilling & Other Software H/W Issues	Depak Deshpande	
27	Library purchase & verification, E-Journal's usage	Librarian	


Campus Director

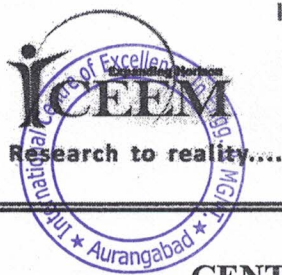
CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com E-mail : director@iceemabad.com



IIRW'S

INTERNATIONAL CENTRE OF EXCELLENCE IN ENGINEERING AND MANAGEMENT (ICEEM)

NAAC ACCREDITED



CENTRAL PORTFOLIO DISTRIBUTION FOR A.Y. 2019-20

The work assignments for various extracurricular, co-curricular, and curricular activities that must be finished for the current academic year, 2019-20, are listed below. Please remember to help and remember your homework.

SR NO	NAME OF THE COMMITTEES	INCHARGE
1	NAAC/NBA: Coordinator Dr. Amol Murgai	MBA:- Prof. Jyoti Sonawane Elect.:- Prof. Shweta Shinde CSE:- Prof. B. G. Dhake Civil:- Prof. S. S. Deshmukh FE:- Prof. J. V. Dighole Mech:- Prof. V. R. Yadav
2	Website Updation	M. B. Ansari
3	Innovation, Avishkar, Incubation, Entrepreneurship Cell, IPR Cell	MBA:- Prof. Manisha Chaudhari Elect.:- Prof. Rohit Paithane CSE:- Prof. R. D. Wagh Civil:- Prof. Aswin Chavan FE:- Prof. Sushil Ragade Mech:- Prof. S.D. Kulkarni
4	AICTE, DTE Documentation. FRA, ARADr. BAMU Documentation (Gen. Correspondence) Interviews & L.I. Committee) lic, Shikshan Shulk Samiti	MBA:- Prof. Jyoti Sonawane Elect.:- Prof. Ansar Ahmed CSE:- Prof. Ansari M. B. Civil:- Prof. Momin Sir FE:- Prof. M. P. Kale Mech:- Prof. S. B. Janjal Office Supdt
5	Bus Facility	Battise Sunil
6	Server Implementation, Hardware Maintenance & Other Software H/W Issue-	Mr. Deepak Deshpande
7	Maintenance (General)	Fabrication:-B.R.Abhang Electrical:- D . Kasture Building and Infra:- Ravi Kamble Plumbing:- Vasekar Naresh Campus Cleaning and Gardening:- Sonkesir Carpentry: Paraye
8	Sports	Prof S. R. Rathod (Mech)
9	Students Council & Cultural events	Prof. Pranav Bansode
10	Alumina	MBA:- Prof. Manisha Chaudhari Elect.:- Prof. Ansar Ahmed CSE:- Prof. V. S. Tapade Civil:- Prof. S. S. Deshmukh Mech:- Prof. Thilo D. S.

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com

11	Training & Publicity	MBA:- Dr. M. A. Marrof Elect:- Prof. Rohit Paithane CSE:- Prof. N. V. Tawar Civil:- Prof. S. S. Deshmukh Mech:- Prof. A. B. Humbe
12	Placement	MBA:- Dr. M. A. Marrof Elect:- Prof. Vinay Somwanshi CSE:- Prof. R. D. Wagh Civil:- Prof. Pranav Bansode Mech:- Prof. Shishir Rathod
13	CT/TW/PR/OR	Prof. R.P. Deshmukh
14	NSS Implementation Of Unnat Bharat Abhiyan /Sansad Adarsh Gram Yojna	Prof. Swapnil Kulkarni
15	Hostel Monitoring & Maintenance	Prof Sagar Deshmukh (Rector)
16	Hostel Visiting Committee & Canteen Food Inspection Committee Food Safety	MBA:- Dr. M. A. Marrof Elect:- Prof. Vinay Somwanshi CSE:- Prof. N.V. Tawar Civil:- Prof. Ashwin Chavan Mech:- Prof. A. B. Humbe FE:- Sushil Ragde
17	Right to Information ACT	Mrs. Sulochana Waghvase
18	Committee for SC/ST	Prof. Vinod Shikhre
19	Industrial Projects (GIZ, BYST, MAGIC, TATA etc.) & Mechanical Workshop	Prof. Mushahid Khan
20	Vishakha Samiti	Prof. V. S. Tapade
21	FDP's, Conferences, Workshops	Director & All HODs
22	Ecosystem Development	
23	Contests, Hackathon	
24	Start-ups & Industrial Consultancy	
25	Funding projects	
26	Development projects	
27	Discipline & Anti Ragging Committee	
28	Academic Monitoring & IQAC	
29	Grievance Redressal Committee	
30	DSE Admissions	
31	FE Admissions	FC - Prof. Kale M. P., Admissions- Prof. Jyoti Dighole
32	FE MBA Admissions	MBA Dept

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT

CENTRAL PORTFOLIO DISTRIBUTION FOR A.Y. 2018-19

The following is a list of the work assignments for the many extracurricular, co-curricular, and curricular activities that are due for completion during the current academic year, 2018-19. Kindly don't forget to assist and to remember your assignments.

SR NO	NAME OF THE COMMITTEES	INCHARGE
1	NAAC/NBA: Coordinator Dr. Amol Murgai	MBA:- Prof. Jyoti Sonawane Elect:- Prof. Shweta Shinde CSE:- Prof. B. G. Dhake Civil:- Prof. S. S. Deshmukh FE:- Prof. J. V. Dighole Mech:- Prof. V. R. Yadav
2	Website Updation	Prof. M. B. Ansari
3	Innovation, Avishkar, Incubation, Entrepreneurship Cell, IPR Cell	MBA:- Prof. Manisha Chaudhari Elect:- Prof. Rohit Paithane CSE:- Prof. R. D. Wagh Civil:- Prof. Ashwin Chavan FE:- Prof. Sushil Ragade Mech:- Prof. S.D. Kulkarni
4	AICTE, DTE Documentation. FRA, ARADr. BAMU Documentation (Gen. Correspondence) Interviews & L.I. Committee) lic, Shikshan Shulk Samiti	MBA:- Prof. Jyoti Sonawane Elect:- Prof. Ansar Ahmed CSE:- Prof. Ansari M. B. Civil:- Prof. Momin Sir FE:- Prof. M. P. Kale Mech:- Prof. S. B. Janjal Office Supdt
5	Bus Facility	Battise Sunil
6	Server Implementation, Hardware Maintenance & Other Software H/W Issue-	Mr.Deepak Deshpande
7	Maintenance (General)	Fabrication:-B.R.Abhang Electrical:- D . Kasture Building and Infra:- Ravi Kamble Plumbing:- Vasekar Naresh Campus Cleaning and Gardening:- Sonkesir Carpentry: Mangesh Paraye
8	Sports	Prof S. R. Rathod (Mech)
9	Students Council & Cultural events	Prof. Pranav Bansode
10	Alumina	MBA:- Prof. Manisha Choudhari Elect:- Prof. Ansar Ahmed CSE:- Prof. V. S. Tapade Civil:- Prof. S. S. Deshmukh Mech:- Prof. Thakur D. S.

11	Training & Publicity	MBA:- Prof. M. A. Maroof Elect.:- Prof. Rohit Paithane CSE:- Prof. N. V. Tawar Civil:- Prof. S. S. Deshmukh Mech:- Prof. A. B. Humbe
12	Placement	MBA:- Prof. M. A. Maroof Elect.:- Prof. Vinay Somwanshi CSE:- Prof. R. D. Wagh Civil:- Prof. Pranav Bansode Mech:- Prof. Shishir Rathod
13	CT/TW/PR/OR	Prof. R.P. Deshmukh
14	NSS Implementation Of Unnat Bharat Abhiyan /Sansad Adarsh Gram Yojna	Prof. Swapnil Kulkarni
15	Hostel Monitoring & Maintenance	Prof Sagar Deshmukh (Rector)
16	Hostel Visiting Committee & Canteen Food Inspection Committee Food Sefety	MBA:- Prof. M. A. Maroof Elect.:- Prof. Vinay Somwanshi CSE:- Prof. N.V. Tawar Civil:- Prof. Ashwin Chavan Mech:- Prof. A. B. Humbe FE:- Sushil Ragde
17	Right to Information ACT	Mrs. Sulochana Waghwase
18	Committee for SC/ST	Prof. Vinod Shikhre
19	Industrial Projects (GIZ, BYST, MAGIC, TATA etc.) & Mechanical Workshop	Prof. Mushahid Khan
20	Vishakha Samiti	Prof. V. S. Tapade
21	FDP's, Conferences, Workshops	Director & All HODs
22	Ecosystem Development	
23	Contests, Hackathon	
24	Start-ups & Industrial Consultancy	
25	Funding projects	
26	Development projects	
27	Discipline & Anti Ragging Committee	
28	Academic Monitoring & IQAC	
29	Grievance Redressal Committee	
30	DSE Admissions	
31	FE Admissions	FC - Prof. Kale M. P., Admissions- Prof. Jyoti Dighole
32	FE MBA Admissions	MBA Dept


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad


Director