

MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

No. F4/C.I-1/22-23/Acad/1654

Dated: 03-08-2022

OFFICE ORDER

In supersession of office order No. F4/C.I-1/22-23/Acad/1382 dated 23-05-2022, the following committees are constituted to look into the work of forthcoming 16th Annual Convocation of the Institute, scheduled to be held tentatively during the 1st or 2nd week of October 2022.

| S. No. | Committee | Convener | Co-convener | Members |
|--------|--|---|--|---|
| 1. | Degree preparation, Registration of Degree & Overall Coordination | Prof. Jyotirmay Mathur Dean, Academic | Prof. Suja George, AD (MERITE) Dr. Sumit Khandelwal, (ADUG) Dr. Satish Kumar, AD(PG) | Dr. Suman Rathore, DR(Academic) Sh. Raj Kumar Dubey (AR UG) Sh. Ramesh (AR PG) |
| 2. | Awards, Prizes & Gold Medal | Prof. G.D. Agarwal (ME) | - | Dr. Manoj Kumar (Physics) Dr. Subir Debnath (Sports) |
| 3. | Convocation Brochure Printing of Convocation Material, Invitation Card & Distribution | Prof. Nupur Tondon (HSS) | Ms. Nanny Tripathi (HSS) Dr. Rina Surana (Architecture) | Dr. Deepak Verma (DMS) Dr. Md. Oayes Middha (CHE) Dr. Kapil Shukla (EE) Dr. Niraja Saraswat HSS Dr. Nisha Verma (MRC) Dy. Registrar (Store & Purchase) |
| 4. | Reception Accommodation for VIP's | Prof. Tarush Chandra (Arch.) | Dr. Vikas Kumar Sangal (CHE) | Dr. Gunjan Soni, (ME) Dr. Swati (MME) |
| 5. | Press and Media | Prof. Rajeev Shringi (Arch.) | Dr. Preeti Bhatt (HSS) Dr. Nivedita Kaul (CE) | Dr. C. Periasami (ECE) Dr. Priyanka Sihag (MBA) Ms. Kiran Rathore (DSW) |
| 6. | Catering | Dr. Ritu Sharma (ECE) | Dr. Sushant Upadhyay (CHE) | Dr. Yash Mittal (Civil) Dr. Neha Shrivastava (Civil) |
| 7. | Dresses, Stole Distribution & Collection | Prof. Rajesh Kumar (EE) | Dr. Amar Patnaik (ME) | Dr. Ravi Maddila, (ECE) Dr. Bhavna Shrivastava (Arch.) |
| 8. | Convocation Pandal, Stage Arrangement, PA System including Recording & Photography, Electricity and Water Supply | Prof. Sanjay Mathur Dean (P & D) | Dr. Pawan Kalla (AD-CE) Dr. Vinay Pratap Singh (AD-EE) | Sh. Vijay Singh, (Estate) Sh. Sandeep Kher, (Estate) Sh. Yogesh, (Estate) |
| 9. | Sitting Arrangement of Students/ Parents/ Guests/ Press/ Senators etc. | Dr. Namita Mittal (CSE) | Dr. Dinesh Kumar (ME) | Dr Himanshu Arora (CE) Dr. Naresh Kumar Raghuvanshi (ME) Dr. Ram Dayal (EE) Dr. Siddharth Mendiratta (CE) |
| 10. | Security, Traffic Control, Transport | Dr. Vikas Kumar Sangal (Coordinator Security) | Dr. Krishna Kumar (MME) | Dr. Anoop Shirkol (CE) |
| 11. | Rehearsal & Procession of Senators | Dr. Rohit Bhakar (Coordinator, IPC) | Dr. Pilli Emmanuel Shubhakar (CSE) | Dr. Kapil Shukla (EE) Dr. Sandeep N. (EE) |
| 12. | Finance & Accounts | Prof. M.M. Sharma, Registrar (I/C) | Sh. Tapas Gupta, AR (Acctts.) | Sh. Pares M. Suryavanshi, Sr. Supdt. (Accounts) Smt. Prachi Vaid, Sr. Supdt. Audit) |
| 13. | Medical Support | Sh. Sanjeev Agrawal (Coordinator Medical) | Dr. Namita Mittal (CSE) Dr. Dinesh Kumar (ME) | Dr. R. K. Jerath, (MO) Dr. Mini Bhargava, (MO) Dr. Ashish Bhartiya, (MO) Dr. Meenu Kochar, (MO) |

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|-----|-------------------------------------|---|--|--|
| 14. | Accommodation for Degree Recipients | Prof. Harlal Mali (AD Students) | Dr. Nivedita Kaul (CE) | Dr. Swati (MME) Dr. Jinesh Kumar Jain (CE) Dr. Anup Malik (ME) Dr. Dinesh Kumar Tyagi (CSE) |
| 15. | Web Casting | Prof. Vijay Laxmi (Honorary Dean, Digital Infrastructure) | Dr. Ravi Kumar Maddila (CSE) Dr. Ramesh Bablu Battula (CSE) | Dr. Arka Prokash Mazumdar (Coordinator-ERP) Sh. Shiv Kumar Sharma (Tech.) |

All the committees are requested to kindly do needful in respect of the work/duty entrusted upon and report the progress made in this respect to the Dean, Academic from time to time.

This bears approval of the competent authority.

Jy. Kumar
03/8/22
Dean (Academic)

Copy to:

1. All Deans
2. All HODs
3. All Conveners , Co-conveners and Members
4. Assistant Registrar (Accounts)
5. PS to Director
6. PA to Registrar
7. Guard File.