



LCIT GROUP OF INSTITUTIONS

(Under the aegis of Shree Shree Vidya Sagar Ji Maharaj Education Trust)
Vidya Sthali, Chichirda Road, Village-Bodri, Bilaspur, Chhattisgarh, India 495 220
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LCIT/Director/(Revised)Portfolio/2

Dated: - 07.11.2020

NOTICE

Office of the Director, LCIT

The LCIT will be following proper Portfolio & Committee structure for taking case of various activities accordingly the following is the list of portfolio allotment. All Committees & Portfolio holders are required to conduct the activities of their respective assignment. A monthly report/minutes of meeting of the activities under taken need to be submitted to the Office of the Director at the end of every month.

These portfolios will be effective for the current academic session 2020-21 and the Committees will continue to work till further notification in this regard. This notification suppresses all previous notifications about any In-chargeship and in continuation of Letter No. LCIT/Director/Portfolio/1, Dated 23.10.2020 the following new addition to the responsibility is being add accordingly Mr. Naman Agrawal will be working as Dean Admission & Local Affairs it is expected that he will prepare his own team and conduct the admission activities of the present & forthcoming session, in this position he will reporting to the Director.

DEAN (Reporting to Director)	
Dean – Administration & Student Welfare	Ms.Shubhi Shrivastava
Dean – University Affairs	Mr.Rajesh Shrivastava
Dean – Admission & Public Relations	Mr. Naman Agrawal
Dean – Training & Placement	Mr.Himanshu Vaishnaw
Dean – Research & Development	To be announced
Dean – 1 st Year	Dr. Anjali Harangaonker
HOD'S (Reporting To Director)	
Civil	Mr.Sanjay Shrivastava
Mechanical	Mr.Ashish Paul
Computer Science	Mr.V.K.Soni
Electronics & Telecommunication	Mr.Nilesh Tamboli
Electrical	Mr.Deependra Rathore
Management Studies	Mr. Himanshu Vaishnaw
Applied Chemistry	Awaited
Applied Physics	Mr.Rajesh Shrivastava
Applied Mathematics	Dr. Atul Sharma
Communication Skills	Dr. Anjali Harangaonker
1 st Year – Coordinator	Mr.Santosh Sinha(Maths)
Accreditation Committee (Reporting to Dean UA)	
Program Co-ordinators	Mr.V.K. Soni
Team Members	All Heads
Research & Development and Faculty Developments Program (Reporting to Dean R&D)	
Program Co-ordinators	Mr.Manish Mahant(CSE)
Team Members	Mr. G.P.Gupta, Mr.Saurabh Vishwakarma , Mr.Himanshu Mehta

Social Media Cell(Reporting to Dean ASW)	
Program Co-ordinators	Ms. Shubhi Shrivastava, Mr. Himanshu Vaishnav
AICTE/DTE/CSVU (Affiliation And Inspection) Committee (Reporting To Dean UA)	
Program Co-ordinators	Mr.Rajesh Shrivastava
Team Members	All Heads
Public Relation & Institute Promotional Committee(Reporting to Dean ASW)	
Program Co-ordinators	Mr.Naman Agrawal
Team Members	Ms. Shubhi Shrivastava, Mr. Himanshu Vaishnav Ms. Namrata Singh, Ms. Tripti Majumdar
Examination Committee (Online & Offline) (Reporting To Dean UA)	
Program Co-ordinators	Mr.Rajesh Shrivastava
Team Members	Mr.Nitesh Nema,Mr.Gaurav Jaiswal, Mr. Santosh Kumar Sinha, Ms.Gauri Naidu, Mr.Dinesh Kewat, Mr. Mitesh Pandey
Digital Valuation Committee (Reporting to Dean UA)	
Program Co-ordinators	Mr.V.K.soni
Team Members	Mr.Santosh Sinha
Skill Development Committee(Reporting to Dean ASW)	
Program Coordinator	Mr.Nilesh Tamboli,
Associate Program Co-ordinator	Mr. Deependra Rathore
Team Members	Mr.Ashim Mukherjee, Mr.Nirmal Panigrahi
Entrepreneurship Development Committee(Reporting to Dean ASW)	
Program Co-ordinators	Mr. Amit Awasthi ,Mr Gaurav Jaiswal
Team Members	SPOCs & All Students
TEQIP Committee(Reporting to Dean UA)	
Program Co-ordinators	Mr.G.P. Gupta
Team Members	1)Ms .Nisha Saha 2)Mr. N. Panigrahi 3)Mr. Ashutosh Jaiswal 4)Mr. Prakash Mourya 5)Ms. Namrata Singh
Training & Placement/Internship/Employability/Alumni Committee (Reporting to Dean T&P)	
Program Coordinator	Mr. Ashutosh Jaiswal
Team Members	1)Ms.Nisha Saha2)Mr.Nirmal Panigrahi 3)Mr.Ashutosh Jaiswal 4)Mr.Prakash Mourya 5)Ms.Namrata Singh6)Ms.Tripti Majumdar
Sports Committee(Reporting to Dean ASW)	
Program Coordinator	Mr.L.N. Pandey
Team Members	Mr.Kamesh,Mr.Ashim,Mr.Prashant Rajpoot, Mr. Manish Mahant, Mr.Mayank Shrivastava, Ms. Priya Dwivedi
NPTEL & Spoken Tutorials Committee (Reporting to Dean UA)	
Program Coordinator	Mr.Deependra Rathore
Co-Coordinator	Mr. Sanjay Shrivastava, Dr. Atul Sharma
Team Members	Ms. Shweta Yadav, Mr. Kamesh , Mr.Ashim, Mr. Prashant Rajpoot, Mr.Manish Mahant,Mr.Mayank Shrivastava

Staff Club Committee (Reporting to Dean ASW)		
Program Co-ordinators	Ms.Priyanka Shukla ,Ms.Sanjana Kar	
Team Members	All Staff	
Extra-Curricular & Event Organizing Committee (Reporting to Dean ASW)		
Program Co-ordinators	Ms. Harshita Khare	
Team Members	To be nominated	
National Service & Scheme (NSS) (Reporting to Dean ASW)		
Program Co-ordinators	Mr.Prakash Mourya	
Team Members	NSS Students	
Hostel and Mess(Reporting to Dean ASW)		
Program Co-ordinators	Mr.Mayank Shrivastava	
Team Members	Mr. Dijwadas Mukherjee (Hostel Warden), Amit Bedre	
Transportation Committee(Reporting to Dean ASW)		
Program Co-ordinators	Mr.Kamesh Chandrakar	
Team Members	Mr.Vishnu Sahu, Mr.Balaji, Mr.Mitesh Pandey,Ms.Gauri Naidu,Mr.Kamal, Pathak Jee, Ashok Sahu Jee	
Anti-Ragging Committee(Reporting to the Director)		
Member Name	Status	Area
Ms. Shubhi Shrivastava	Head of Committee	Academic
To be nominated	Member	SDM, Bilha
To be nominated	Member	TI, Chakarbhatta
Mr. Priyank Singh Parihar	Member	Haribhoomi, Local Media
Jazba Education & Welfare Society	Member	NGO (Youth Activity)
Mr. Rajesh Shrivastava	Member	Faculty Member Representative
Mr. Rameshwar Agrawal Ms. Rashmi Agrawal	Member	Parent Representative
Mr. Amit Kumar Sinha	Member	Student Representative (Fresher)
Mr. Rishi Agrawal	Member	Student Representative (Senior)
Mr. Balaji	Member	Member (Non-Teaching Staff)
Women Grievance Redressal Cell(Reporting to Dean ASW)		
Member Name	Status	
Dr. Anjali Harangonker	Head	
Ms. Shubhi Shrivastava	Member	
Ms. Nisha Saha	Member	
Mrs. Gauri Naidu	Member	
ST/SC & OBC Committee(Reporting to Dean ASW)		
Member Name	Status	
Mr. Ashish Paul	Head	
Mr. Saurabh Vishwakarma	Member	
Mr. Ashim Mukherjee	Member	
Mr. Prashant Singh Rajpoot	Member	
Ms. Shweta Yadav	Member	

Internal Complain Committee(Reporting to Director)		
Member Name	Status	Area
Dr. Anjali Harangaonker	Head	Head English Department
Ms. Harshita Khare	Member	Teaching Faculty ET&T
Mrs. Priyanka Shukla	Member	Teaching Faculty CSE
Mr. Hemant Sarthi	Member	Non Teaching
Mrs. Sandhya Dubey	Member	Non Teaching
Ms. Neha Gangwani	Member	Student
Mt. Uttam Tamboli	Member	Student
Mr. Anmol Gupta	Member	Student
Mr. Keshav Bansal	Member	NGO (Helping Hand)
Secretarial Support Person	To be nominated by the Director	
Human Value Cell (Reporting to Dean UA)		
Program Coordinators	Dr. Anjali Harangaonkar, Ms.Pushpalata Dewangan	
Team	One faculty from each department	
National Innovation Startup Policy (NISP) Committee (Reporting to Dean T&P)		
Program Coordinator	Mr. Amit Awasthi	
Team	One faculty from each department	
National Cadet Corps (NCC) & National Service Scheme (NSS) (Reporting to Dean ASW)		
Program Coordinator	To be Announced	
Team	Mr. Prakash Mourya	
Website ,ERP, IT Cell(Reporting to Director)		
Program Coordinator	Mr. Manish Mahant	
Team	Mr. Dheeraj Jha, Mr. Mitesh Pandey & Mr. Akash Anchal,	
Students Section Cell(Reporting to Dean ASW)		
Program Coordinator	Mr. V.K. Soni	
Team	Mrs. Sandhya Dubey, Mr. K. Balaji	
Central Library (Reporting to Dean UA)		
Program Coordinator	Dr. (Mrs.) Asha Sao	
Team	Mrs. Preeti, Mrs. Jagrati	

Director
LCIT Group of Institutions
Bilaspur (C. G.)

Copy to:

1. H'ble Vice Chairman, LCIT Group of Institution
2. Secretary
3. All respective Deans & HODs
4. All concerned staff members
5. Master File