Shri Vaishnav Vidyapeeth Vishwavidyalaya, Indore
Shri Vaishnav Institute of Information Technology

For the smooth conduction of National Level CSI Convention organized by Computer Society of India – Student branch in various technical and organizational activities during the forthcoming event **"KAUSHAL-19"** from **15th March to 16th March 2019** to be held on at SVVV, The following functional committees have been formed.

S. No.	Name of Committee	Faculty Coordinator & Members	Role & Responsibility
1.	Core Committee	**Chairperson-** Dr. Anand Rajavat(SVIIT) **Advisory Board** Dr. Jigyasu Dubey (IT) Dr. Abhishek Singh Rathore(CSE) **Convenor** Mr. Vijay Prakash(CSE) **Technical Coordinator** Ms. Eati Sharma(CSE)	Organizing and coordinating overall planning and execution of the CSI Convention & To work with other committee
2.	Editorial Board	Dr. Santosh Dhar (FDSR) Dr. Anand Rajavat(CSE) Dr. Jigyasu Dubey (IT) Dr. Abhishek Singh Rathore(CSE) Mrs. Rupali Bhartiya(CSE) Mr. Rajesh Chakrawarti(CSE) Mr. Vijay Prakash(CSE) Ms. Pooja Jain(CSE) Mr. Dinesh Patel(IT)	To review research publication, articles, rules & policy decide.
3.	Event Execution Committees	**Research Publication Coordinator** Mr. Rajesh Chakrawarti(CSE) Mr. Shyam Sundar Meena(CSE) Mr. Sumit Nigam(IT) **Project Contest Coordinator** Mr. Anand Singh Rajawat(CSE) Mr. Upendra Dwivedi(CSE) Mr. Rahul Anjana(IT) **Programming Contest Coordinator** Mr. Manoj Dhawan(IT) Ms. Rupali Dave(CSE) Mr. Ashish Sharma(CSE) **Technical Quiz Coordinator**	Make Judgment Sheet(all events) Coordination & Conduction of event.

5/12/18

		Mrs. Preeti Shukla(CSE) Mr. Ankur Nahar(CSE) Mrs. Richa Jain(IT) **Web & Mobile App Design** **Coordinator** Mr. Dinesh Patel(IT) Mr. Ankit Jain (CSE) Mrs. Rani Singh(IT) **Workshop** **Coordinator** Mr. Lovenish Sharma(CSE) Mr. Jitendra Sharma(IT) Ms. Pooja Khete(CSE) **Technical Staff** Mr. Shailendra Joshi(CSE) Mr. Abhishek Mishra(CSE)	
4.	**Promotion & Publicity**	Mr. Jayesh Surana(IT) Mrs. Archana Choubey(CSE) Ms. Pooja Deshpande(CSE) Mr. Manish Kumar(IT) Mr. Shubham Kothari(CSE) Mr. Romil Rawat(CSE) Mr. Sachin Chirgaiya(CSE) **Technical Staff** Mr. Mahesh Arse(IT)	Visit Institutes for promote the event.
5.	**Invitation Committee**	Mrs. Pooja Jain(CSE) Mrs. Khusboo Karodiya(CSE) Ms. Aakansha Pal(CSE) **Technical Staff** Ms. Jeevan Prabha Sharma(CSE)	Send invitation to Institutes and follow-up with them and arrange campus visit.
6.	**Registration Committee**	Mr. Chetan Kumar Verma(IT) Ms. Anubha Sharma(CSE) Ms. Manorama Chouhan(IT) Mr. Dibakar Sinha(CSE) Ms. Durga Patel(CSE) **Technical Staff** Ms. Pallavi Kala(CSE)	Maintain record of on the spot registrations. Distribution & record of ID & welcome kit. Prepare and distribution of the participant certificate.
7.	**Program Execution Committee**	Mrs. Rupali Bhartiya(CSE) Mrs. Aruna Patidar(IT) Ms. Shweta Jain(CSE) Ms. Ritu Patidar(CSE) Ms. Isha Chopra(IT) Ms. Sonam Mehta(CSE)	Managing the whole auditorium as per the schedule. Select anchors & make schedule, Guest welcome & escorting of guest. Decoration of Auditorium, Front Gate and Other locations, Rangoli, Saraswati Poojan.

		Technical Staff Ms. Himani Thakur (CSE)	
8.	**Hospitality Committee**	Mr. Premansh Sharma(Admin) Mr. Anurag Golwelkar(IT) Mr. Himanshu Panadiwal(CSE) Mr. Gaurav Vinchurkar(IT) **Technical Staff** Mr. Anshul Gupta(IT)	Arrangement of stay and logistic to Delegates.
9.	**Food & Refreshment Committee**	Mr. Juber Mirza(CSE) Mr. Sachin Yele(IT) **Technical Staff** Mr. Shantanu Bindewari(IT)	Arrangement of high tee, Lunch for students and team members.
10.	**Transport Committee**	Mr. Sudhansu Dubey(Civil) Mr. Gaurav Shrivastava(IT) Mr. Abhishek Kori(IT) Mr. Lokendra Vishwakarma(CSE)	To arrange the transportation for participants from the respective institutes. Visit of the University. To prepare route chart for a visit Take care of students and make them comfortable.
11.	**Technical Committee**	Dr. Swapnil Jain (EC) Mr. Aditya Trivedi(CSE) Mr. Rahul Sharma(IT) **Technical Staff** Mr. Nagendra Ghongade(NEI) Mr. Alok Malviya(NEI) Mr. Pawan Chandrayan(CHM) Mr. Aditya Mourya(CHM) Mr. Jitendra Karadiya(CHM) Mr. Lalit Sharma(CHM) Mr. Rajesh Parsai(NEI) Mr. Pradeep Bhavsar(EC) Mr. Mohanlal Prajapat(EE)	Arrangement of Network, System, Electric supply on required locations, Audio, Video set up and backup power supply & other required setup.
12.	**Website, Flex, Banner & Poster**	Mr. Chetan Chouhan(CSE) Mr. Nikhil Chaturvedi(CSE) Mr. Gaurav Shrivastava(IT) **Technical Staff** Mr. Shadab Sheikh(IT)	Website deployment, Printing of Posters, Banners, Flexes and Display proper locations.
13.	**Cleanliness/ Drinking water and Hygiene Committee**	Mrs. Priyanka Gupta(IT) **Technical Staff** Mr. Nitin Trivedi(ERP)	Monitor the cleanliness in the University campus (classroom and washrooms and given instruction of Housekeeping supervisor for cleanness.)
14.	**Finance**	Mr. Avdesh Sharma (CSE)	Arrangement any advance required

	Management Committee	Mr. Rahul Patel(CSE) Mr. Rajeev Shrivastava(Account) **Technical Staff** Ms. Pooja Shrivastava(CSE)	by faculty/student committee members. To ensure all the payments to be made according to institutional norms. To maintain record of bills/receipts and submit to Accounts Office systematically. Provide support to Purchase different items(Stationary, Kit, Gifts, Mementoes, Bouquets, Decoration items)
15.	**Media & Photography Committee**	Mr. Ajay Chandra Joshi(TX) Mr. Sourabh Sharma(CSE) Mrs. Shweta Pandey(CSE) **Technical Staff** Ms. Anshulika Bhawsar (IT)	Arrangement of Photographer, and press release. Media Coverage & Vaishnav Times. To manage the session and report the details. Prior invitation to media. Program Report.
16.	**Sponsorship Committee**	Mr. Mahendra Singh Pawar Mr. Jayes Surana(IT) Mr. Surendra Shukla(CSE) Mr. Bharat Pahadiya(IT) **Technical Staff** Mrs. Ruchika Dubey(IT)	To take sponsorship from different IT industry, Training Institutes & different industries to be event partner.

Note: Committee members have to also conduct an event on CSI Foundation day 06th March 2019.

Dr. Anand Rajavat
Chairperson, KAUSHAL-19

Dr. Upinder Dhar
Vice Chancellor