



शासकीय तंत्रनिकेतन, साकोली
यंत्र अभियांत्रिकी विभाग

विभागीय आदेश :

शातनिसा/यंअवि/२०२३/कार्यवाटप/

दि. २४/०२/२०२३

विषय :- वर्ष २०२२ -२३ करिता विभागीय कार्यवाटप

अ.क्र.	कामकाज /उपक्रम	प्रभारी अधिव्याख्याता/कर्मचा-यांचे नाव
1	Time-Table incharge (both semesters)	Ku.K.P.Thaware
2	Academic Coordinator	Shri. A.V.Abhyankar
3	Inplant Training Coordinator	Shri. D.J.Ghode
4	Practical Exam related activities (Winter & Summer)	Shri. C.Y.Shende assisted by Shri V.A.Meshram
5	Purchase, Write-off related activities	Shri. S.A.Dhankute
6	Coordinator - Capstone Project Planning	Shri.S.M.Bante
7	Industrial Visits, Technical Lectures, Co-curricular activities	Shri C.Y.Shende
8	Arranging & Coordinating SWAYAM, MOOCS, NPTEL, Spokan Tutorials, Online Courses related activities for students	Shri.S.M.Bante
9	Organizing Entrepreneurship & Skill Development Trainings (IGTR/IPET/MCED/MITCON etc)	Shri. R.S.Khobragade
10	NBA Co-ordinator	Shri. R.S.Khobragade
11	Industry Interaction, MoUs,CSR,Industry Experts Interaction	Shri. R.S.Khobragade
12	Socail, Extra-curricular & Personality Development Activities, Publishing Department Newsletter (Quarterly)	Ku.K.P.Thaware
13	Alumni Activities & Parents meet Co-ordinator	Shri. D.J.Ghode
14	Student guidance, counselling, grivance	All Class In-charges
15	Students Discipline &v Anti-Ragging Activities	All Faculty member. Active involment expected
16	RTI related Activities	Shri. S.A.Dhankute
17	Laboratory In-charge : <i>He is responsible for proper conduction of practicals,maintenance & upgradation, records of the laboratory.</i>	
	a) Mechanical Engineering Measurements Lab.	Shri. A.V.Abhyankar
	b) Mechanical Engineering Materials Lab.	Shri.C.Y.Shende
	c) CAD. Solid Modeling Lab.	Shri R.S.Khobragade
	d) Fluid Mechanics,Hydraulic & Pneumatic Lab.	Shri. S.M.Bante
	e) Industrial Engg, Metrology & Quality Control Lab.	Shri.A.V.Abhyankar
	f) Power, Thermal & Renewable Energy Lab	Shri. D.J.Ghode
	g) Automobile Engineering Lab.	Shri C.Y.Shende
	h) Refrigeration & Air Conditioning Lab	Shri S.A.Dhankute
	i) Model Room (All Engineering models/charts in department) & TOM Lab	Ku.K.P.Thaware
18	Class In-charge : <i>All issues related to that class i.e. admission,infrastructure,cleanliness,periods,discipline,attendance etc</i>	
	a) First Year	Ku.K.P.Thaware
	b) Second Year	Shri C.Y.Shende
	c) Third Year	Shri.S.M.Bante
19	Activities related to appointment of Visiting Lecturers	Shri C.Y.Shende & shri. V.A.Meshram
20	Maintenance of equipment, computers & its peripherals and all departmental assets	Shri V.A.Meshram assisted by concerned Laboratory Incharge
21	Housekeeping (Regular cleanliness/electrical issues/minor repairs: of classrooms,washrooms,laboratories,staff room etc.)	Shri V.A.Meshram assisted by Department Class IV & dailyvises
22	Internal Revenue Generation(IRG) Incharge	Shri. G.J.Ghode & shri. V.A.Meshram

विभाग प्रमुख

यंत्र अभियांत्रिकी

शासकीय तंत्रनिकेतन, साकोली

24/2/2023