

6.1.2 - Effective leadership is visible in various institutional practices such as decentralization and participative management.

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INDORE INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, New Delhi, Affiliated to RGPV, Bhopal, Recognized by UGC under Section 2(f)

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Introduction

The Institute embraces a decentralized and participatory governance model, fostering collaboration across all stakeholders. The Management actively leverages the expertise of both teaching and non-teaching staff, assigning them various administrative roles such as General Manager (Finance and accounts), Registrar, etc. These individuals contribute significantly to the smooth operation of the institute.

Faculty members play a crucial role in implementing the institute's vision and mission and actively participate in the decision-making process. Heads of departments enjoy considerable autonomy in managing their respective departments, encompassing administrative, financial, and academic aspects.

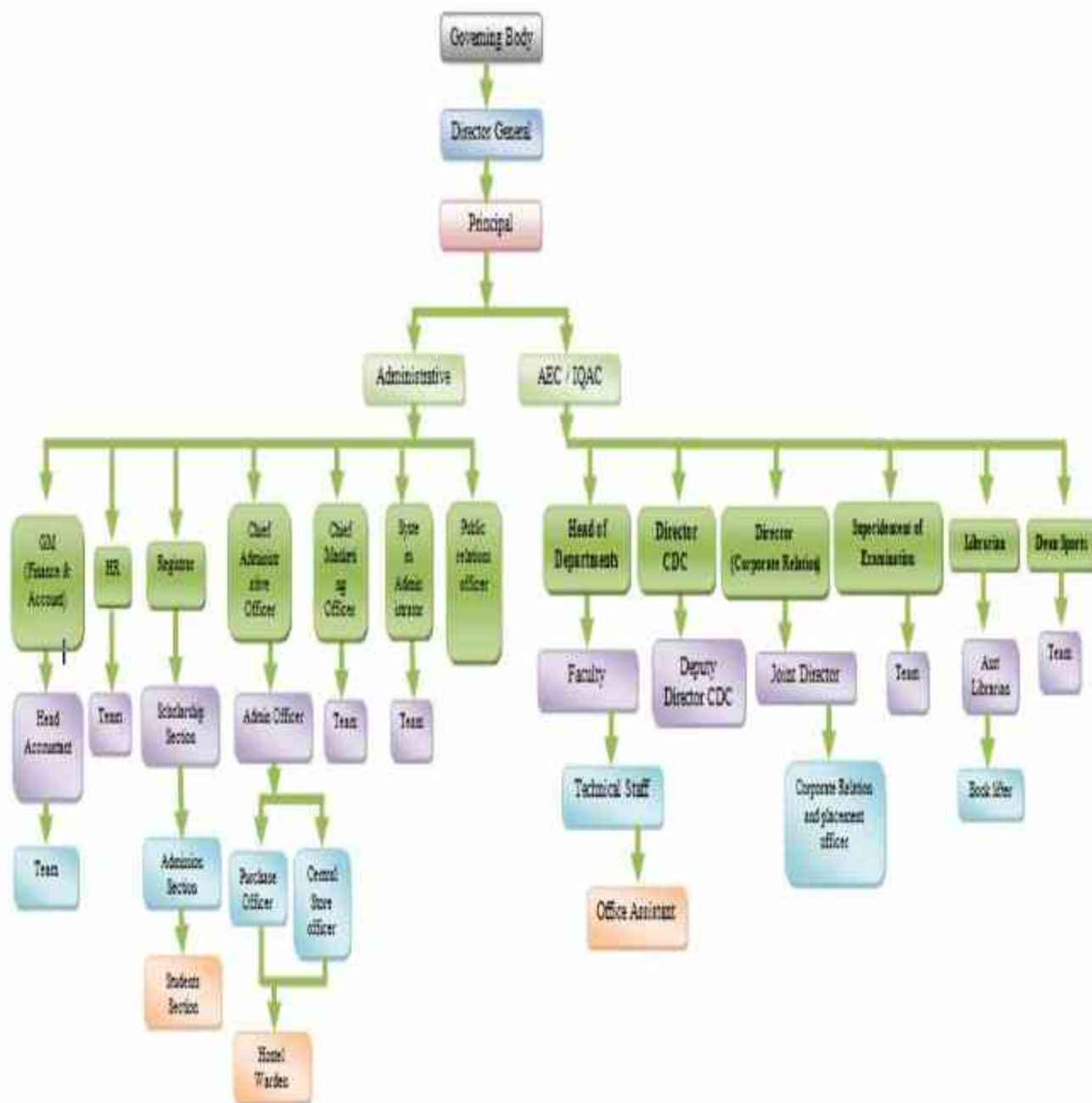
Students also have a voice in the institute's governance through their representation in various clubs and committees. Student representatives serve as a bridge between the administration and the students, providing valuable feedback on both academic and extracurricular activities.

This hierarchical structure ensures effective delegation of power and responsibility, contributing to the institute's efficient functioning. E-governance is implemented in key areas such as administration, student admissions, support services, and the library.

The Institute actively seeks feedback from all stakeholders to continuously improve its processes and services. Various feedback systems are employed, and student grievances are addressed through appropriate channels and committees. Additionally, suggestion boxes provide students with a platform to anonymously voice their concerns.

Organogram / Organizational structure

ORGANIZATIONAL STRUCTURE



Decentralization reflects through various type of institute committees.

Governing Body

S. No.	Name	Designation
1.	Mr. Arun S Bhatnagar	Chairman
2.	Dr. N. S. Choudhary	Member
3.	Dr. Dinesh Mishra	Member
4.	Dr. Simranjit Kaur Sandhar	Member
5.	Dr. Keshav Patidar	Principal, Member Secretary
6.	Dr. Namrata Kaushal	Associate Professor, Member
7.	Mr. Ankit Jain	Assistant Professor, Member
8.	Dr. Savita Vyas	Nominee RGPV, Member
9.	Dr. Mohan Sen	Nominee DTE, Member

IIC Committee



**Indore Institute of
Science & Technology**

IIST/March-23/01

Academic Year – 2022-23

Date: 02.03.2023

Important Notice

Align the IIST IIC committee for smooth function of institute is as follows:

Sr. No.	Name of Member	Key Role / Position assigned to IIC
1.	Dr. Keshav Patidar Principal, IIST	Chairman
2.	Dr. Richa Gupta Professor & HOD, AIML	President
3.	Prof. Puneet Duggal Associate Professor, CSE	Vice President
4.	Dr. Sathish Penchala HOD, Computer Science & Engineering	Convener
5.	Mr. Ankit Jain HOD, Electronics & Communication Engineering	NIRF and ARIIA Coordinator
6.	Dr. Dheerendra Vikram Singh HOD, Mechanical Engineering	Innovation activity
7.	Dr. Vivek Mishra Assistant Professor, ME	EDC
8.	Prof. Megha Birthre Teaching, CSE	Internship Activity Coordinator
9.	Mr. Niraj Soni HOD, Civil Engineering	Start up Activity Coordinator
10.	Mrs. Margi Patel HOD, Information Technology Department	Social Media Coordinator
11.	Dr. Parimeeta Chanchani Professor, Department of Chemistry	Member
12.	Dr. Irfan Mansoori Associate Professor, Department of Physics	Member
13.	Mr. Lokesh Aurangabadkar	IPR Activity Coordinator
14.	Mr. Neetesh Parcek ZF Steering Gear (India) Limited, Indore	Expert from nearby Industry
15.	Mr. Paresh Joshi Enviro Essential Pvt Ltd.	Expert from nearby Industry
16.	Mr. Manish Deo Namdev Cofounder of Markine (MHC-MNIT Innovation and Incubation Centre)	Nearby Incubation Centre
17.	Mr. Arvind Kumar Pindoriya	Alumni


Dr. Keshav Patidar
Principal, IIST, Indore

C.C.to:-

1. All Students, 2. All faculty and staff, 3. Dean/HOD, 4. Registrar office, 5. DG Office, 6. Office Record

IPR Cell / EDC Cell / Incubation Centre (CARE) Committee



IIST/July-22/03



**Indore Institute of
Science & Technology**

Date: 08.07.2022

Circular

Indore Institute of Science and Technology (IIST) aims to encourage creativity and innovation amongst the faculty, staff and students in view to achieve this following committee has been constituted for the academic year 2022-23.

1. IPR Cell (Committee)

- (i) Dr. Dheerendra V. Singh – Coordinator
- (ii) Dr. Vivek Mishra
- (iii) Mr. Rahul Gupta
- (iv) Mr. Devendra Singh Mandloi
- (v) Ms. Margi Patel
- (vi) Mr. Ishanya Joshi
- (vii) Ms. Anjali Sharma - student
- (viii) Ms. Aditi Narware – student
- (ix) Mr. Ujjwal Patidar - student

2. EDC Cell (Committee)

- (i) Mr. Puneet Singh Duggal – Coordinator
- (ii) Mr. Shantanu Roy
- (iii) Mr. Akashdeep Gupta
- (iv) Mr. Prabhat Pandey
- (v) Mr. Pankaj Malviya
- (vi) Mr. Rakesh Jain
- (vii) Mr. Abhay Singh Lodhi – student
- (x) Mr. Krupal Umbarkar - student
- (xi) Ms. Sarika Purohit – student





**Indore Institute of
Science & Technology**

3. RPD-CARE (Incubation Center)

- (i) Dr. Dheerendra V. Singh
- (ii) Dr. Samatha Singh
- (iii) Dr. Irfan Mansuri
- (iv) Dr. Amit Jain
- (v) Mr. Puneet Singh Duggal
- (vi) Mr. Ankit Jain
- (vii) Mr. Deepak Vishwakarma

All related documents are to be preserved carefully by the cell for future reference.

C.C.to:-

- 1. All faculty and staff,
- 2. Dean/HOD,
- 3. DG Office,
- 4. Registrar office,
- 5. Office Record.

(Dr. Keshav Patidar)
Principal, IIST, Indore
Principal
**Indore Institute of Science
and Technology, Indore**



Students Grievance Redressal Committee



Indore Institute of Science & Technology

IIS1/June-22/04

Academic Year 2022-23

Date: 21.06.2022

Students' Grievance Redressal Cell

The Students' Grievance Redressal Cell has been constituted at Indore Institute of Science and Technology. The Students' Grievance Redressal Cell as per AICTE F.No.:1-101/PGR/C/AICTE/Regulation/2019/9530-9537 (Clause No. 37-3/Legal/2012 of the AICTE) to ensure transparency and prevent unfair practices and to provide a mechanism to innocent students for redressal of their grievances. The following are the members of the Students' Grievance Redressal Cell:

Sr. No.	Name	Designation	Contact No.	Email ID
1.	Dr. Keshav Patidar (Principal)	Chairman	9926530687	grievances@indoreinstitute.com
2.	Dr. Rajkumar Jain (Dean-CSE,IT & AI&ML)	Co-Chairman	9770397535	rajkomar.jain@indoreinstitute.com
3.	Dr. Dharendra V. Singh (HOD-ME)	Secretary	9827215156	dharendra.v.singh@indoreinstitute.com
4.	Dr. Vivek Mishra (Asso. Prof.-ME)	Member	96924 64847	vivek.mishra@indoreinstitute.com
5.	Dr. Samatha Singh (HOD-CM)	Member	9163359797	samatha.singh@indoreinstitute.com
6.	Dr. Niraj Soni (HOD-CE)	Member	9977025413	niraj.soni@indoreinstitute.com
7.	Mr. Gajendra Dubey (Registrar)	Member	9165360604	gd@indoreinstitute.com
8.	Mr. Rajesh Tiwari (Counselor)	Member	9926439911	tiwari@indoreinstitute.com
9.	Ms. Tanisha Chawada (Student)	Member	7389059735	tanishachawada369@gmail.com

(Dr. Keshav Patidar)
Principal,
IIST, Indore

C.C.to:-

1. All Students,
2. All faculty and staff,
3. Dean/HOD,
4. Registrar Office,
5. DG Office,
6. Office Record.

Anti Ragging Committee



**Indore Institute of
Science & Technology**

IIST/June-22/01

Academic Year 2022-23

Date: 21.06.2022

Anti-Ragging Committee

As per the notification of AICTE, New Delhi dated 01/07/2009, subject: Prevention and prohibition of Ragging in technical Institutes, the Institute has constituted **Anti-Ragging Committee** for the academic year 2022-23 as mentioned below:

Anti-Ragging Committee				
Sr. No.	Name	Designation	Email-ID	Mobile No.
1.	Dr. Keshav Patidar (Principal)	Head of Committee	keshav.patidar@indoreinstitute.com	9926530687
2.	Dr. Rajkumar Jain (Dean-CSE, IT & AIML)	Committee Member	rajkumar.jain@indoreinstitute.com	9770397535
3.	Dr. Dheerendra Vikram Singh (HOD-MI)	Committee Member	dheerendrav.singh@indoreinstitute.com	9827215156
4.	Dr. Namrata Kaushal (HOD-ESH)	Committee Member	namrata.kaushal@indoreinstitute.com	9826075667
5.	Dr. Samatha Singh (HOD-CM)	Committee Member	samatha.singh@indoreinstitute.com	9165359797
6.	Dr. Niraj K. Soni (HOD-Civil)	Committee Member	niraj.soni@indoreinstitute.com	9977025413
7.	Mr. Ankit Jain (HOD-FCE)	Committee Member	ankit.jain@indoreinstitute.com	9827596927
8.	Dr. Dheeraj Rane (HOD-CSE)	Committee Member	dheeraj.rane@indoreinstitute.com	9826077900
9.	Dr. Sathish Penchala (HOD-IT, AIML)	Committee Member	sathish.penchala@indoreinstitute.com	9561363763
10.	Dr. Vivek Mishra (Asso. Prof. ME)	Committee Member	vivek.mishra@indoreinstitute.com	9692464847
11.	Mr. Puneet Duggal (CAO-1)	Committee Member	puneet.duggal@indoreinstitute.com	9893185681
12.	Mr. Abhay Sahasrabudhe (CAO-2)	Committee Member	abhay.sahasrabudhe@indoreinstitute.com	7471130010
13.	Mr. Gajendra Dubey (Registrar)	Committee Member	gd@indoreinstitute.com	9165360604
14.	Mr. Nishant Bansal (Admin Officer)	Committee Member	nishant.bansal@indoreinstitute.com	9826471177
15.	Dr. Sukhdev Bamboriya (Dean-Physical Education)	Committee Member	sports@indoreinstitute.com	8959363653
16.	Ms. Kirti Chaubey (Warden-Girls Hostel)	Committee Member	kirti.chaubey@indoreinstitute.com	9454814820

Note: Parents/Senior Students/Fresher Students/Civil and Police Administration and Media representatives will be nominated in the beginning of the session.


(Dr. Keshav Patidar)
Principal, IIST, Indore

C.C.to:- 1. All Students, 2. All faculty and staff, 3. Dean/HOD, 4. DG Office, 5. Registrar office, 6. Office Record.

Committee for SC/ST**Indore Institute of
Science & Technology**

IIST/June-22/05

Academic Year 2022-23

Date: 21.06.2022

Committee for SC/ST

This to inform all of you that as per AICTE, New Delhi the Institute has constituted **Committee for SC/ST** for the **academic year 2022-23** as mentioned below:

Sr. No.	Name	Designation	Contact No.	Email ID
1.	Dr. Keshav Patidar	Chairman	9926530687	keshav.patidar@indoreinstitute.com
2.	Dr. Dheerendra V. Singh	Member	9827215156	dheerendrav.singh@indoreinstitute.com
3.	Dr. Dheeraj Rane	Member	9826077900	dheeraj.rane@indoreinstitute.com
4.	Mr. Pankaj Malviya	Member	9826674572	pankaj.malviya@indoreinstitute.com
5.	Mr. Gajendar Dubey	Member	9165360604	gd@indoreinstitute.com
6.	Mr. Manish Nimoriya	Member	9522444456	manish.nimoriya@indoreinstitute.com
7.	Mr. Anil Verma	Member	9826081720	anil.verma@indoreinstitute.com
8.	Ms. Uma Kadam	Member	8889574131	uma.kadam@indoreinstitute.com
9.	One Member from DTE (As nominated by the DTE, Bhopal)			
10.	One Member from University (As nominated by the RGPV, Bhopal)			



(Dr. Keshav Patidar)
Principal,
IIST, Indore

C.C.to:-

1. All Students,
2. All faculty and staff,
3. Dean/HOD,
4. HR/Admin Dept.,
5. Registrar Office,
6. DG Office,
7. Office Record

Student Activity Committee (Club Activities)



Indore Institute of Science & Technology

IIST/July-22/08

Academic Year 2022-23

Date: 01st Aug, 2022

Student activity Committee (SAC)

Student activity cell has been constituted at Indore Institute of Science and Technology. The institute has well organized structure of 15 student activity clubs. The clubs include **Co-Curricular, Extra Curricular and technical activity** clubs. The club aim to the holistic development of students along with curriculum that is why all these clubs are student driven. To support the students faculty coordinators have been assigned for each activity club. The detailed list of clubs their student coordinators and faculty coordinators are mentioned in attached list.

To join the clubs of their interest students can contact respective student and faculty coordinators of clubs.

- 1. Society for Contemporary Affairs (Lexicon Club):** Under this club, various literary activities like debates, quiz, and panel discussion and paper presentations on contemporary/national/international issues will be planned.

S. No	Department	Faculty Coordinator	Contact No
1	IIST(ESH)	Mrs. Rupali Tiwari	9893875477
2	IIST(ESH)	Dr. Neena Thacker	9826914202

Club	President	Vice- President	Secretary
Lexicon	Sabahat Ahmed	Ankur Hardia	Nitya Kasera

- 2. Cultural Society:** The objective of this body is to give the students a chance to have fun while pursuing their passion for dance, drama, music, poetry and playing musical instruments.

a) **Dance & Drama Club**

b) **Music Club**

S. No	Department	Faculty Coordinator	Contact No
1	IIST(CM)	Ms. Palak Shah	9893480934
2	IIST(ME)	Mr. Suveer Dubey	9893046463
3	IIST(CDC)	Abhishek Bhatnagar	9479665997

Club	President	Vice- President	Secretary
Dance	Siddhi Shukla	Atharv Vyas	Vishakha Ranasara
Music Club	Priyanshu Paras	Tushar Verma	Sarika Purohit
Drama Club	Rohit Mourya	Akash Vishwakarma	Somesh Deshpande Aashi Patidar

Institute Industry Cell / Committee



**Indore Institute of
Science & Technology**

IIST/June-23/07

Academic Year 2023-24

Date: 09/06/2023

Institute-Industry Cell

This is to inform all of you that the Institute has constituted **Institute-Industry Cell** for the academic year **2023-24** as mentioned below:

Sr. No.	Name	Designation	Email ID	Contact No.
1.	Mr. Rohit Inani	Director Corporate Relation	corporate.relations@indoreinstitute.com	9827063083
2.	Mr. Abhay Sahasrabuddeh	CAO-2	abhay.sahasrabuddeh@indoreinstitute.com	7471130010
3.	Mr. Biplab Dey	Joint Director Corporate Relation & Placement	biplab.dey@indoreinstitute.com	8878339258
4.	Mr. Kundan Bhavsar	Training and Placement Officer	kundan.bhavsar@indoreinstitute.com	9229222023
5.	Mr. Anshul Pandey	Assistant Professor, Civil	anshul.pandey@indoreinstitute.com	7415500483
6.	Dr. Mukesh Patidar	Assistant Professor, ECE	mukesh.patidar@indoreinstitute.com	9770435369
7.	Ms. Farhin Khan	Assistant Professor, CM	farhin.khan@indoreinstitute.com	9907955884
8.	Mr. Akashdeep Gupta	Assistant Professor, ME	akashdeep.gupta@indoreinstitute.com	9098595222
9.	Mr. Rakesh Verma	Assistant Professor, CSE	rakesh.verma@indoreinstitute.com	8824275922

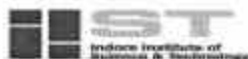


(Dr. Keshav Patidar)
Principal, IIST, Indore

CC to:

1. All Students,
2. All Faculty and Staff,
3. Dean/HoDs,
4. TPO Office,
5. Registrar Office,
6. Admin Dept.,
7. DG Office,
8. Office record.

Institute Media Cell / Committee



**Indore Institute of
Science & Technology**

IIST/June-23/08

Academic Year 2023-24

Date: 09.06.2023

Institute Media Cell

As per the notification of AICTE, New Delhi the Institute has constituted 'Institute Media Cell' for the academic year 2023-24 as mentioned below: The following are the members of the Institute Media Cell:

Sr. No.	Name	Designation	Email ID	Contact No.
1.	Dr. Parimeeta Chanchani (Associate Prof.-ESH)	Head of the Committee	parimeeta.chanchani@indoreinstitute.com	9981161212
2.	Mr. Abhay Sahasrabudhe (CAO-2)	Member	abhay.sahasrabudhe@indoreinstitute.com	7471130010
3.	Mr. Rajesh Bhandari (GM Finance)	Member	rb@indoreinstitute.com	9009502734
4.	Mr. Ankit Jain (HOD-EC)	Member	ankit.jain@indoreinstitute.com	9827596927
5.	Dr. Veena Dadwani (CDC)	Member	veena.dadwani@indoreinstitute.com	9826299199
6.	Ms. Vimmy Katyal (T&P)	Member	vimmy.katyal@indoreinstitute.com	7649898220
7.	Mr. Ranjan Potdar (PRO)	Member	ranjan.potdar@indoreinstitute.com	9479507697
8.	Dr. Neena Thacker (Assist. Prof.-ESH)	Member	neena.thacker@indoreinstitute.com	9826914202
9.	Dr. Preeti Dixit (Assist. Prof.-ESH)	Member	preeti.dixit@indoreinstitute.com	7000471513
10.	Ms. Shweta Bahrani (CDC)	Member	shweta.bahrani@indoreinstitute.com	9827374874
11.	Mr. Vivek Gupta (Assist. Prof.-CSE)	Member	vivek.gupta@indoreinstitute.com	9926010138

(Dr. Keshav Patidar)
Principal, IIST, Indore

C.C.to:-

1. All faculty and staff.
2. Dean/HOD.
3. Registrar Office.
4. DG Office.
5. Office Record.

Students Counsellor Committee



**Indore Institute of
Science & Technology**

IIST/June-23/06

Academic Year 2023-24

Date: 09/06/2023

Students Counsellor Committee

This to inform all of you that the Institute has constituted 'Students Counsellor Committee' for the academic year 2023-24 as mentioned below:

Sr. No.	Name	Designation	Email ID	Contact No.
1.	Dr. Parimeeta Chanchani	Chairman	parimeeta.chanchani@indoreinstitute.com	9981161212
2.	Dr. Veena Dadwani	Co-Chairman	veena.dadwani@indoreinstitute.com	9826299199
3.	Mr. Rajesh Tiwari	Member	tiwari@indoreinstitute.com	9926439911
4.	Ms. Vimmy Katyal	Member	vimmy.katyal@indoreinstitute.com	7649898220
5.	Ms. Rupali Tiwari	Member	rupali.tiwari@indoreinstitute.com	9893874577
6.	Mr. Pradeep Baniya	Member	pradeep.baniya@indoreinstitute.com	9893195529
7.	Mr. Devendra Singh Mandloi	Member	devendra.mandloi@indoreinstitute.com	8770935398
8.	Mr. Ishanya Joshi	Member	ishanya.joshi@indoreinstitute.com	9131442046
9.	Mr. Shantanu Roy	Member	shantanu.roy@indoreinstitute.com	8224075000
10.	Mr. Pankaj Malviya	Member	pankaj.malviya@indoreinstitute.com	9826674572

(Dr. Keshav Patidar)
Principal, IIST, Indore

CC to:

1. All Students,
2. All Faculty and Staff,
3. Dean/HoDs,
4. Registrar Office,
5. Admin Dept.,
6. DG Office,
7. Office record.

Transport Committee

Dt. 13.5.22

OFFICE ORDER

Henceforth there will be a "Committee of Principals (COP)" of IIST, IIP & IIMR. This committee will be wholly and solely responsible & answerable for all the academic & administrative activities (for eg. including infrastructure, security, purchases, civil projects, agriculture, marketing, digital marketing, transport, etc.) for their respective institutes because as per norms of AICTE/PCI/RGPV/DAVV, only Principal is the answerable authority for all academic & non academic activities of the institution.

But for the sake of smooth functioning, it was mutually decided by all the three Principals that although they are responsible for all the activities, they will be exclusively responsible to the work areas as mentioned below for all the three institutes:

To assist the "Committee of Principals", the following areas are being assigned to faculties & staff members, with immediate effect:

1. Transport

- 1) Dheerendra V. Singh (Overall in charge)
- 2) Mr Akashdeep Gupta
- 3) Mr Pankaj Malviya
- 4) Dr. Nadeem, IIP
- 5) Dr. Mohitash

Dr Dheerendra Vikram Singh will distribute the work between them.

2. Project & civil maintenance work

- 1) Dr. Niraj Soni (Overall Incharge)
 - 2) Mr. Shashank Agrawal(civil)
 - 3) Mr. Manish Nimoriya
 - 4) Mr Neeraj Rajput
 - 5) Mr.Ritesh Patel
 - 6) Mr.Hanish Kukreja
- Mr.Manish Nimoriya will take care of IIMR Building, Boys & Girls Hostels, DG Residence, Staff Quarter and Parking Area.
 - Mr. Neeraj Rajput will take care of IIST Building (A, Band C Blocks), IIP Building, Canteen, Gym, and Workshop Building.

Arvind Bhatnagar

Project and Civil Maintenance Work Committee

Dt. 13.5.22

OFFICE ORDER

Henceforth there will be a "Committee of Principals (COP)" of IIST, IIP & IIMR. This committee will be wholly and solely responsible & answerable for all the academic & administrative activities (for eg. including infrastructure, security, purchases, civil projects, agriculture, marketing, digital marketing, transport, etc.) for their respective institutes because as per norms of AICTE/PCI/RGPV/DAVV, only Principal is the answerable authority for all academic & non academic activities of the institution.

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To assist the "Committee of Principals", the following areas are being assigned to faculties & staff members, with immediate effect:

1. Transport

- 1) Dheerendra V. Singh (Overall in charge)
- 2) Mr Akashdeep Gupta
- 3) Mr Pankaj Malviya
- 4) Dr. Nadeem, IIP
- 5) Dr. Mohitash

Dr Dheerendra Vikram Singh will distribute the work between them.

2. Project & civil maintenance work

- 1) Dr. Niraj Soni (Overall Incharge)
 - 2) Mr. Shashank Agrawal(civil)
 - 3) Mr. Manish Nimoriya
 - 4) Mr Neeraj Rajput
 - 5) Mr.Ritesh Patel
 - 6) Mr.Hanish Kukreja
- Mr.Manish Nimoriya will take care of IIMR Building, Boys & Girls Hostels, DG Residence, Staff Quarter and Parking Area.
 - Mr. Neeraj Rajput will take care of IIST Building (A, Band C Blocks), IIP Building, Canteen, Gym, and Workshop Building.

Arvind Bhatnagar

Canteen Committee

- Road Project, Tutorial Building (lecture Hall) and Sports Complex will be taken care by both Mr. Manish Nimoriya and Mr. Neeraj Rajput.

Maintenance

- 1) Roop Singh (Sanju) – He will report to Dr. Niraj Soni.

3. Canteen

- 1) Prof. Puneet Duggal (Overall incharge)
- 2) Dr. Satish
- 3) Warden boys hostel
- 4) Mr. Nayan
- 5) Mr. Nishant Bansal
- 6) Ms. Kirti Choubey
- 7) Ms. Jaya Singh
- 8) Mr. Rajesh Tiwari
- 9) Mr. Shantanu
- 10) Ms. Shijji Shukla
- 11) Mr. Ranjan
- 12) Mr. Sukhdev

Apart from ascertaining the quality of cooking material as well as food, this Committee will monitor the overall discipline in "Aahar Nilyam".

4. House keeping

- 1) Prof. Puneet Duggal (Overall incharge)
- 2) Mr. Suveer Dubey
- 3) Mr. Ranjan Potdar
- 4) Mr. Nishant Bansal
- 5) Mr. Ankit Chandurkar
- 6) Mr. Vaibhav Modak

5. Security & campus discipline

- 1) Prof. Puneet Duggal
- 2) Mr. Abhay Sahasrabudhe
- 3) Mr. Gajendra Dubey
- 4) Mr. Ranjan Potdar
- 5) Mr. Rajesh Tiwari – IIST
- 6) Mr. Shailendra Singh – IIST
- 7) Warden boys hostel
- 8) Ms. Kirti Choubey
- 9) Dr. Darshan Jamindar – IIP
- 10) Dr. Jaikishan Sahu – IIMR
- 11) Dr. Mohitash – IIMR
- 12) Dr. Gurmeet Chhabra
- 13) Mr. Sukhdev

Aswini Bhatnagar

House Keeping and Security Committee

- Road Project, Tutorial Building (lecture Hall) and Sports Complex will be taken care by both Mr. Manish Nimoriya and Mr. Neeraj Rajput.

Maintenance

- 1) Roop Singh (Sanju) – He will report to Dr. Niraj Soni.

3. Canteen

- 1) Prof. Puneet Duggal (Overall incharge)
- 2) Dr. Satish
- 3) Warden boys hostel
- 4) Mr. Nayan
- 5) Mr. Nishant Bansal
- 6) Ms. Kirti Choubey
- 7) Ms. Jaya Singh
- 8) Mr. Rajesh Tiwari
- 9) Mr. Shantanu
- 10) Ms. Shijji Shukla
- 11) Mr. Ranjan
- 12) Mr. Sukhdev

Apart from ascertaining the quality of cooking material as well as food, this Committee will monitor the overall discipline in "Aahar Nilyam".

4. House keeping

- 1) Prof. Puneet Duggal (Overall incharge)
- 2) Mr. Suveer Dubey
- 3) Mr. Ranjan Potdar
- 4) Mr. Nishant Bansal
- 5) Mr. Ankit Chandurkar
- 6) Mr. Vaibhav Modak

5. Security & campus discipline

- 1) Prof. Puneet Duggal
- 2) Mr. Abhay Sahasrabudhe
- 3) Mr. Gajendra Dubey
- 4) Mr. Ranjan Potdar
- 5) Mr. Rajesh Tiwari – IIST
- 6) Mr. Shailendra Singh – IIST
- 7) Warden boys hostel
- 8) Ms. Kirti Choubey
- 9) Dr. Darshan Jamindar – IIP
- 10) Dr. Jaikishan Sahu – IIMR
- 11) Dr. Mohitash – IIMR
- 12) Dr. Gurmeet Chhabra
- 13) Mr. Sukhdev

Aswini Bhatnagar

Electrical Work and Maintenance Committee

6. Electrical work & maintenance projects

- 1) Mr Shravan Namdeo
- 2) Mr. Manish Nimoriya
- 3) Mr Anil Verma
- 4) Mr.Sanjay Shukla

7. Agricultural operations

- 1) Mr.Abhay Sahasrabuddhe
- 2) Mr.Sukhdev
Rajrani bai, Arjun Singh, Kabita bai and Sachin Pandey will report to Mr.Abhay Sahasrabuddhe for all the matters related to Agriculture Operations.

8. Beautification of buildings (institute wise) & surrounding areas

a) IIST & other buildings

- 1) Dr. Samatha Singh
- 2) Ms.Neha Talreja
- 3) Mr.Rahul Gupta
- 4) Ms.Kriti Vishwakarma
- 5) Ms.Kirti Chaubey

b) IIMR

- 1) Ms.Sapna Adwani
- 2) Ms.Shubhangi Jain

c) IIP

- 1) Ms.Shivangi Patidar
- 2) Ms.Yashu Chaurasiya

9. General administration & purchases

- 1) Prof. Puneet Duggal (overall incharge)
- 2) Dr.Niraj Soni
- 3) Dr Dheerendra V. Singh
- 4) Mr.Ankit Jain
- 5) Mr.Nishant Bansal
- 6) Mr.Rajesh Bhandari
- 7) Mr.Ajay Malviya
- 8) Dr.Pankaj Dixit
- 9) Dr.Pooja Shrivastava

10. Boys hostel

- 1) Prof. Puneet Duggal
- 2) Warden boys hostel

Aswini Bhattacharya

Agricultural Committee

6. Electrical work & maintenance projects

- 1) Mr Shравan Namdeo
- 2) Mr. Manish Nimoriya
- 3) Mr Anil Verma
- 4) Mr.Sanjay Shukla

7. Agricultural operations

- 1) Mr.Abhay Sahasrabuddhe
- 2) Mr.Sukhdev
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c) IIP

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- 2) Ms.Yashu Chaurasiya

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- 3) Dr Dheerendra V. Singh
- 4) Mr.Ankit Jain
- 5) Mr.Nishant Bansal
- 6) Mr.Rajesh Bhandari
- 7) Mr.Ajay Malviya
- 8) Dr.Pankaj Dixit
- 9) Dr.Pooja Shrivastava

10. Boys hostel

- 1) Prof. Puneet Duggal
- 2) Warden boys hostel

Asen Bhethager

Beautification of buildings and surrounding areas Committee

6. Electrical work & maintenance projects

- 1) Mr Shравan Namdeo
- 2) Mr. Manish Nimoriya
- 3) Mr Anil Verma
- 4) Mr.Sanjay Shukla

7. Agricultural operations

- 1) Mr.Abhay Sahasrabuddhe
- 2) Mr.Sukhdev
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- 4) Ms.Kriti Vishwakarma
- 5) Ms.Kirti Chaubey

b) IIMR

- 1) Ms.Sapna Adwani
- 2) Ms.Shubhangi Jain

c) IIP

- 1) Ms.Shivangi Patidar
- 2) Ms.Yashu Chaurasiya

9. General administration & purchases

- 1) Prof. Puneet Duggal (overall incharge)
- 2) Dr.Niraj Soni
- 3) Dr Dheerendra V. Singh
- 4) Mr.Ankit Jain
- 5) Mr.Nishant Bansal
- 6) Mr.Rajesh Bhandari
- 7) Mr.Ajay Malviya
- 8) Dr.Pankaj Dixit
- 9) Dr.Pooja Shrivastava

10. Boys hostel

- 1) Prof. Puneet Duggal
- 2) Warden boys hostel

Asen Bhethager

General Administrator and Purchases Committee

6. Electrical work & maintenance projects

- 1) Mr Shравan Namdeo
- 2) Mr. Manish Nimoriya
- 3) Mr Anil Verma
- 4) Mr.Sanjay Shukla

7. Agricultural operations

- 1) Mr.Abhay Sahasrabuddhe
- 2) Mr.Sukhdev
Rajrani bai, Arjun Singh, Kabita bai and Sachin Pandey will report to Mr.Abhay Sahasrabuddhe for all the matters related to Agriculture Operations.

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- 3) Mr.Rahul Gupta
- 4) Ms.Kriti Vishwakarma
- 5) Ms.Kirti Chaubey

b) IIMR

- 1) Ms.Sapna Adwani
- 2) Ms.Shubhangi Jain

c) IIP

- 1) Ms.Shivangi Patidar
- 2) Ms.Yashu Chaurasiya

9. General administration & purchases

- 1) Prof. Puneet Duggal (overall incharge)
- 2) Dr.Niraj Soni
- 3) Dr Dheerendra V. Singh
- 4) Mr.Ankit Jain
- 5) Mr.Nishant Bansal
- 6) Mr.Rajesh Bhandari
- 7) Mr.Ajay Malviya
- 8) Dr.Pankaj Dixit
- 9) Dr.Pooja Shrivastava

10. Boys hostel

- 1) Prof. Puneet Duggal
- 2) Warden boys hostel

Asen Bhethager

Hostel Committee

6. Electrical work & maintenance projects

- 1) Mr Shравan Namdeo
- 2) Mr. Manish Nimoriya
- 3) Mr Anil Verma
- 4) Mr.Sanjay Shukla

7. Agricultural operations

- 1) Mr.Abhay Sahasrabuddhe
- 2) Mr.Sukhdev
Rajrani bai, Arjun Singh, Kabita bai and Sachin Pandey will report to Mr.Abhay Sahasrabuddhe for all the matters related to Agriculture Operations.

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a) IIST & other buildings

- 1) Dr. Samatha Singh
- 2) Ms.Neha Talreja
- 3) Mr.Rahul Gupta
- 4) Ms.Kriti Vishwakarma
- 5) Ms.Kirti Chaubey

b) IIMR

- 1) Ms.Sapna Adwani
- 2) Ms.Shubhangi Jain

c) IIP

- 1) Ms.Shivangi Patidar
- 2) Ms.Yashu Chaurasiya

9. General administration & purchases

- 1) Prof. Puneet Duggal (overall incharge)
- 2) Dr.Niraj Soni
- 3) Dr Dheerendra V. Singh
- 4) Mr.Ankit Jain
- 5) Mr.Nishant Bansal
- 6) Mr.Rajesh Bhandari
- 7) Mr.Ajay Malviya
- 8) Dr.Pankaj Dixit
- 9) Dr.Pooja Shrivastava

10. Boys hostel

- 1) Prof. Puneet Duggal
- 2) Warden boys hostel

Asen Bhethager

Faculty coordinators

- 1) Dr. Vivek Mishra - 4th year
- 2) Mr. Suveer Dubey - 3rd year
- 3) Mr. Nayan Bhidodiya - 2nd year
- 4) Mr. Ranjan Potdar - 1st year

11. Girls hostel

- 1) Dr. Rakshita Puranik,
- 2) Dr. Namrata Kaushal
- 3) Prof. Puneet Duggal
- 4) Dr. Rekha Bisht
(Overall incharge of hostel affairs (institution-wise) including discipline; in case of any indiscipline, the warden will intimate them and they will take appropriate action in consultation with Principal Sirs).
- 5) Ms Kirti Choubey (Warden)

Faculty Coordinators

- 1) Ms. Jaya Singh (1st yr)
- 2) Prof. Shiji Shukla (4th yr)
- 3) Ms. Rupal Yadav (2nd yr)
- 4) Ms Ritu Saxena (3rd yr)

12. Dealing with various authorities (both govt & semi govt)

- 1) Mr. Abhay Sahasrabuddhe
- 2) Shri Rajesh Bhandari
- 3) Shri Gajendra Dubey
- 4) Mr Shantanu Roy (LO)
- 5) Mr Ranjan Potdar (PRO)
- 6) Mr Nishant Bansal

13. Cyber security

- 1) Mr Ankit Jain (Overall Incharge)
- 2) Mr Deepak Vishwakarma
- 3) Mr Nilesh Naik and his team

14. Marketing & digital marketing team

- 1) Mr. Abhay Sahasrabuddhe
- 2) Dr Parimeeta Chanchani
- 3) Dr Simranjeet Kaur
- 4) Dr Pooja Shrivastava
- 5) Dr Samatha Singh
- 6) Dr Anuradha Pathak

Asun Bhatnagar

Academic Decentralization reflects through various type of coordinator at department level.

INDORE INSTITUTE OF SCIENCE AND TECHNOLOGY INDORE			
DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING			
Coordinator for the session 2022-2023			
Sr.No	Faculty Name	Coordinator	Signature
1	Dr. Keshav Patidar	Principal	
2	Mr. Ankit Kumar Jain	NAAC Coordinator, ARILA and NBRF Coordinator	
3	Mr. Devendra Singh Mandloi	Class Coordinator EC III Year, Industrial Training and Tour Coordinator	
4	Mr. Shrusav Nandao	Class Coordinator EC IV Year, Examination Coordinator & Project Coordinator IV Year	
5	Dr. Mukesh Patidar	NPTEL & MOOC Coordinator, R&D Coordinator	
6	Mr. Abhishek Bhanagar	Aptitude Coordinator	
7	Mr. Ankit Kumar	Minor Project Coordinator	
8	Mr. Rupesh Datta	Sports Coordinator	
9	Ms. Aparna Tiwari	Activity Coordinator	
10	Mr. Shashank Khare	Admission Coordinator	
11	Mr. Ankit Mule	Project Coordinator	
12	Mr. Raju Singh Dabar	Internship Coordinator	
13	Mr. Purnav Paranjpe	Drone Club Coordinator, ISTE Coordinator	
14	Mr. Prabhakar Pandey	EC II Year Class Coordinator, Robotics Club Coordinator, TEQIP Coordinator	
15	Mr. Ashwesh Kashiv	Virtual Lab, Library Coordinator and First Year Coordinator	
16	Mr. Nalin Kumar	Skill Back and Minor Project Coordinator	
17	Mr. Ravi Yadav	Skill Back and Minor Project Coordinator	
18	Mr. Navneet Patrecha	PG Coordinator	
19	Dr. Amit Kumar	Project Coordinator	
20	Mr. Aditya Shastri	Internship Coordinator	

Signature of HOD

Signature of Principal



INDORE INSTITUTE OF SCIENCE & TECHNOLOGY, INDORE
DEPARTMENT OF MECHANICAL ENGINEERING
JAN - JUNE 2023

S.No.	RESPONSIBILITY	FACULTY NAME
1	Academic Coordinator	Dr. D. V. Singh
2	Time Table Coordinator	Mr. Lokesh Aurangabadkar
3	Dept Exam Coordinator	Mr. Dimpesh Silarpuriya
4	Project Coordinator IV Year	Mr. Amit Chauhan
5	Project Coordinator III Year	Dr. Vivek Mishra
6	Internship/Training Coordinator	Mr. Sunil Soni/Mr. Naman Gandhi
7	NAAC Coordinator	Mr. Lokesh Aurangabadkar/ Mr. Vipin Patel
8	Placement Coordinator	Mr. Naman Gandhi/ Mr. Suveer Dubey
9	IV Year ME A Coordinator	Dr. Vivek Mishra
10	IV Year ME B Coordinator	Ms. Durga Patel
11	III Year Coordinator	Mr. Vipin Patel
12	II Year Coordinator	Mr. Navdeep Jain
13	IV Year ME A Syndicate Incharge	Dr. Vivek Mishra(BI) Mr. Naman Gandhi(BII)
14	IV Year ME B Syndicate Incharge	Ms. Durga Patel(BI)/Mr. Amit Chauhan(BII)
15	III Year Syndicate Incharge	Mr. Vipin Patel
16	II Year Syndicate Incharge	Mr. Navdeep Jain
17	Counseling Coordinator	Mr. Akashdeep Gupta/ Mr. Yogesh Pawar
18	Digital Platform Coordinator	Mr. Suveer Dubey
19	Industrial Visit Coordinator	Mr. Shantanu Roy/ Mr. Ashish Soni
20	E Cart/Baja Coordinator	Mr. Akashdeep Gupta
21	RAC SIG Coordinator	Mr. Ashish Soni
22	Automotive SIG Coordinator	Mr. Akshay Thakur
23	Simulation SIG Coordinator	Mr. Yogesh Pawar
24	Data Engg SIG Coordinator	Dr. D. V. Singh
25	Mechatronics SIG Coordinator	Mr. Dimpesh Silarpuriya
26	Aeromodeling Club Coordinator	Mr. Amit Chauhan
27	Workshop Coordinator	Mr. Shantanu Roy/ Mr. Sunil Soni



Participative management

- Involving employees in the decision-making process. This can lead to better decisions, as employees have a closer understanding of the issues involved.
- Improving employee morale and motivation. When employees feel like their voices are being heard, they are more likely to be engaged in their work.
- Building trust and teamwork. Participative management can help to create a more collaborative and trusting work environment.

Here are some examples of how decentralization and participative management can be implemented in an organization:

- Creating cross-functional teams to make decisions about specific projects / tasks.
- Empowering employees to make decisions about their own work.
- Holding regular meetings to get employee feedback on important issues.

Overall, decentralization and participative management can be effective ways to improve organizational performance. By giving employees more autonomy and involvement in decision-making, organizations can create a more engaged and productive workforce.



INDORE INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, New Delhi, Affiliated to RGPV, Bhopal, Recognized by UGC under Section 2(f)

Financial Decentralization or Financial Power at Principal and Head of the Department Level.

13 Imprest Account Details:

S.no	Particulars	Imprest Balance Authority	Opening Balance as on 01-03-2023	Addition	Adjusted / refunded	Closing Balance as on 31-03-2023
1	AKASHDEEP GOPTA	Case to case basis	10,000	-	10,000	-
2	ANSHUL PATHAK	Case to case basis	3,441	3,570	7,111	-
3	DR. KESHAV POKHAR	Case to case basis	30,000	-	30,000	-
4	ISHAYNA JOSHI	Case to case basis	7,000	3,273	7,000	-
5	SUYEER DUBEY	Case to case basis	10,000	-	13,273	-
6	RAHUL GUPTA	Case to case basis	4,500	20,000	4,500	-
7	MAHAVIR DANGI	Case to case basis	2,000	47	43,562	-23,562
8	DILIP PATHAK	Case to case basis	66,941	26,990	2,047	-
Sub total					1,17,493	-23,562
1	ANKIT CHANDURKAR	Case to case basis	-3,690	16,619	12,920	-
2	DINESH KUMAR MISHRA	Case to case basis	34,266	-	34,266	-
3	REKHA BIRBH	Case to case basis	31,000	-	30,954	-
4	PRITESH PALLIHAL	Case to case basis	15,000	1,665	16,665	46
Sub total					94,805	-
1	SIMRANJEET KOUR	Case to case basis	25,000	-	25,000	46
2	IMPREST GOORISHANKAR SAINI	Case to case basis	-	3,578	3,578	-
3	URMESH GUPTA	Case to case basis	2,000	-	2,000	-
Sub total					30,578	-
			27,000	3,578		



For Indore Institute of Science And Technology
 (G.M. Finance)

F.Y. 2022-23	INDORE INSTITUTE OF SCIENCE & TECHNOLOGY RUN BY (Shri Educational & Welfare Society)	A.Y. 2023-24
Schedule - A		Amount
General Fund		
A College Alumni Reserve	8,14,071	8,14,071
B General reserve		
Opening Balance	(8,24,83,803)	
Add: Surplus / (Deficit) of Income over Expenditure for the year	(1,09,74,944)	
Closing Balance		(9,34,40,753)
Total Rs.		(8,26,26,682)
Schedule- B		Amount
Sundry Creditors		
Consultancy		13,600
Provisional Admission		1,76,090
Advance AICTE Spice Grant		1,00,000
Interest-staff		23,562
Total Rs.		3,13,252
Schedule- C		Amount
Provisions & Payables		
Salary Payable		48,33,164
Gratuity Payable		1,09,82,753
ESIC Payable		59,132
PF Payable		3,14,094
Professional Tax Payable		20,875
TDS Payable		4,04,693
Total Rs.		1,83,94,718
Schedule- D		Amount
Deposit from Students		
College Caution Money		42,48,500
Hostel Caution Money		8,21,875
Total Rs.		50,70,375
Schedule- E		Amount
Fee Received in Advance		
B.Tech		3,89,037
M.Tech		1,000
Hostelers		1,12,225
Sundry Receipts (Unreconciled)		9,38,494
Total Rs.		14,40,726
Schedule-F		Amount
Branch Account (Liability)		
Shri Educational & Welfare Society		29,02,75,481
Total Rs.		29,02,75,481
Schedule-H		Amount
Fees Receivables from Students		
B. Tech.		5,48,94,293
M. Tech.		2,27,730
Hostelers		49,02,074
Total Rs.		6,00,24,067



Indore Institute of Science & Technology

Jayesh Agrawal Chairman
Chand Secretary

For Indore Institute of Science And Technology

R.S. Sharma 21/11/24
T.G.M. Finance)