

**Official Notification from the O/O Director**

**F.No.IIITA/ODIR/6-89/2020  
Dated: 22<sup>nd</sup> December, 2020**

This has reference to Office Orders F.No. IIITA/ODIR/477/2017 dated 3.7.2017, F.No. IIITA/ODIR/479/2017 dated 4.7.2017 and the Office Orders thereafter in this regard. Subsequent to the completion of term (quite some time ago) of offices of Deans/Associate Deans/Faculty In-charges/Heads, the overall reallocations of responsibilities are made as mentioned hereunder. The revised assignments will come into effect from 4<sup>th</sup> January 2020 aligning with the commencement of the even semester of 2020-2021.

Corresponding to the assignments the handing over and taking over and reorganizing the new offices will be taken up. The assignment will be for a period of two years or till further orders in this regard. The services rendered by all outgoing faculty/Officials are appreciated and recorded.

Arising out of the re assignments made, Registrar is directed to revisit the allocation of responsibilities to the Officers and re layout the office composition. Further the position of Assistant Wardens/Caretakers may also be revisited.

The Registrar may convene a general meeting at the earliest.

DEANS				REGISTRAR'S OFFICE	CVO
<b>Special Developmental Affairs</b>	<b>Academic &amp; Research Affairs</b>	<b>Human Affairs</b>	<b>Technology and Institute Promotional Affairs</b>	<b>Dr. Vijaishri Tiwari Registrar (Acting)</b>	<b>Prof. O.P.Vyas</b>
<b>Prof. U.S.Tiwary</b>	<b>Prof. Tapobrata Lahiri</b>	<b>Prof. Shekher Verma</b>	<b>Prof. Anupam Agarwal</b>		
<ul style="list-style-type: none"> <li>Establishment of Centres for Advanced Research</li> <li>Promoting the funding for Centres</li> <li>Internship activities in Centres/Departments</li> <li>Credit Export by Special internship activities-such as M.Tech./ B.Tech. projects for external students, outside Ph.D./Post Doc (TRF) candidates for short durations</li> <li>Novel developmental activities which need special attention as entrusted by the office of Director</li> </ul>	<ul style="list-style-type: none"> <li>All Academic related activities</li> <li>Admission-Assessment-Award-Archival</li> <li>SPGC-SUGC</li> <li>UG, PG, Ph.D., Programs</li> <li>NEP inspired programs</li> <li>Add-on courses</li> <li>Continuous learning &amp; Continuous assessment</li> <li>Internships/Projects</li> <li>Schemes for Working Professionals</li> <li>Industry Linkages</li> <li>Sponsored/Funded research activities</li> <li>Innovation/Incubation</li> </ul>	<ul style="list-style-type: none"> <li>Faculty Affairs</li> <li>Student Affairs</li> <li>Visiting Faculty/Invited Faculty/Adjunct Faculty</li> <li>Student Developmental Co-curricular, Extra curricular activities</li> <li>Placement</li> <li>Gender neutral/impartial special attention and Protection to all</li> <li>Prevention of Harassment at workplace</li> <li>Grievances &amp; Legal Matters.</li> </ul>	<ul style="list-style-type: none"> <li>Technology Developments</li> <li>Software Developments</li> <li>Alumni Promotion activities</li> <li>Academic Promotional activities</li> <li>Institute Promotional activities</li> </ul>	<ul style="list-style-type: none"> <li>Infrastructure</li> <li>General Planning and organizing</li> <li>Estate</li> <li>Overall executive &amp; Administration activities</li> <li>Finance, Accounts, DDO</li> <li>IWD</li> </ul>	Vigilance as per the Act.
<b>SUPPORTING OFFICE SYSTEM</b>					
Offices of Registrar	Offices of JR(AAA) & Dy. Registrar (Lib.) & Registrar	Offices of JR(E)& JR (PMEE) & Registrar	Offices of JR(PMEE) & Registrar	Offices of All JRs and Office of the Registrar	Office of the Registrar
<b>OFFICE OF DEANS</b>				<b>OFFICE OF THE REGISTRAR</b>	
<b>Special Developmental Affairs</b>	<b>Academic Research Affairs</b>	<b>Human Affairs</b>	<b>Technology and Institute Promotional Affairs</b>	<b>Registrar (Act.)- Dr. Vijaishri Tiwari</b>	
<b>Dean: Prof. U.S.Tiwary</b>	<b>Dean: Prof. Tapobrata Lahiri</b>	<b>Dean: Prof. Shekher Verma</b>	<b>Dean: Prof. Anupam</b>		

<ul style="list-style-type: none"> <li>• Faculty In-charge for Internship and credit export activities: Dr. Rekha Verma</li> </ul>	<ul style="list-style-type: none"> <li>• Associate Dean (AAA): Dr. Manish Goswami</li> <li>• Associate Dean (RD) &amp; Working Professional Scheme : Dr. Neetesh Purohit</li> <li>• Associate Dean Institute Ranking, GIAN like courses, Library, E-Library: Dr. Satish Singh</li> <li>• Minor &amp; Add-on-Coordinator: Dr. Ranjit Singh</li> </ul> <p><u>Heads of the Department</u></p> <ul style="list-style-type: none"> <li>• Information Technology: Dr. Pavan Chakraborty</li> <li>• Electronics &amp; Communication Engg.- Dr. Rajat Singh</li> <li>• Applied Science: Dr. Ashutosh Mishra</li> <li>• Management Studies: Dr. Shailendra Kumar</li> <li>• First Year Coordinating Head: Dr. Akhilesh Tiwari</li> <li>• Coordinator-Business Informatics: Prof. O.P.Vyas</li> <li>• Coordinator-Incubation, Hackathon &amp; Innovation: Dr. Rahul Kala</li> <li>• Coordinator-Patents &amp; IPR Dr. Amit Prabhakar</li> </ul> <ul style="list-style-type: none"> <li>• SPGC/SUGC</li> </ul>	<ul style="list-style-type: none"> <li>• Associate Dean (CoW &amp; Students Affairs): Dr. Vijay Chaurasiya</li> <li>• Student Welfare Officer: Dr. Shashi Kant Rai</li> <li>• Chief Proctor: Dr. K.P.Singh</li> <li>• Training &amp; Placement Officer: Dr. Vineet Tiwari</li> <li>• Chief Lady Warden &amp; Lady Proctor: Dr. Sonali Agarwal</li> </ul> <p><u>Advisor</u></p> <ul style="list-style-type: none"> <li>• Gender Neutral Impartial/Special Attention to All: Prof. Krishna Mishra Prof. U.S.Tiwary</li> </ul> <ul style="list-style-type: none"> <li>• Prevention of Sexual Harassment : Dr. Sangeeta Singh Dr. Pooja Mishra Dr. Sunny Sharma</li> </ul> <ul style="list-style-type: none"> <li>• Sports Coordinator: Dr. Sunil Yadav</li> </ul> <ul style="list-style-type: none"> <li>• Grievance Officer: Dr. Madhvendra Mishra</li> </ul> <ul style="list-style-type: none"> <li>• In-charge for Ministry of Education directed activities &amp; special activities (Independence Day, Republic Day, Constitution Day, Swachh Bharat, etc.): Dr. Sanjai Singh &amp; Dr. Anurika Vaish</li> </ul>	<p><b>Agarwal</b></p> <ul style="list-style-type: none"> <li>• Committee of Technology and Promotional Affairs: <ul style="list-style-type: none"> <li>o Dean (HA)</li> <li>o Registrar</li> <li>o Dr. B.S.Sanjeev</li> <li>o Dr. Sangeeta Singh</li> <li>o Dr. Pooja Mishra</li> </ul> </li> <li>• Committees for Special Purposes from time to time</li> </ul>	<ul style="list-style-type: none"> <li>• Associate Dean (Planning, Monitoring &amp; Evaluation): Dr. Vrijendra Singh</li> <li>• Associate Dean (Infrastructure, IWD, Estate): Dr. Prithish Varadwaj</li> <li>• Associate Dean (Networking, Computer Maintenance, HPC, Cloud services): Dr. S Venkatesan</li> </ul> <p><b>Committee for Computing Services:</b> Dean (Technology &amp; Inst. Promotional Affairs), Dr. Vrijendra Singh, Dr. B.S.Sanjeev, Dr. Sitangshu Bhattacharya &amp; Sh. Ajay Tiwari, Associate Dean (Networking, Computer Maintenance, HPC, Cloud services)- Convener</p> <ul style="list-style-type: none"> <li>• Associate Dean (Store &amp; Purchase): Dr. Manish Kumar</li> <li>• Associate Dean (MoUs-National/International and Coordinating MoU based activities): Dr. Madhvendra Mishra (in coordination with respective Deans/Heads &amp; Faculty In-charges)</li> <li>• Faculty In-charge (Campus Security &amp; Outsourcing): Dr. Triloki Pant</li> <li>• Associate Dean (Health &amp; Transportation): Dr. Pramod Kumar</li> </ul>
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Note : Recruitment Process will be entrusted to a committed which be chaired by Director, Members of the same will be co-opted from time to time