



MORADABAD INSTITUTE OF TECHNOLOGY

No: MIT/DIR-N/638

Date: 08/04/2023

NOTICE

Subject: - Constitution of different standing Committee for various Administrative, Academic and other Extra Curricular Activities during the Session 2022-23.

I.	Administration		
Scope of Work: As per Byelaws.			
1.	Internal Quality Assurance Cell (IQAC)		
(i)	Dr. Rohit Garg	Director, MIT	Chairperson
(ii)	Sri Sudhir Gupta	Trustee	Member
(iii)	Dr. Animesh Agarwal	DOSW	Coordinator, IQAC
(iv)	Dr. Manish Saxena	HOD, ASH	Member
(v)	Dr. Kshitij Shinghal	Dean Academics	Member
(vi)	Dr. Manish Gupta	HOD, CSE	Member
(vii)	Dr. Rajul Misra	HOD, EE	Member
(viii)	Dr. Munish Chhabra	HOD, ME & Nodal Officer B.Voc.	Member
(ix)	Mohd. Saqib Qadeer	HOD, CE	Member
(x)	Mr. Vikas Kumar	Convener Adm. Cell	Member
(xi)	Mr. Rajeev K. Sisodia	Assistant Registrar	Member
(xii)	Mr. R.P. Sharma	Retd. Principal G.G. Hindu Inter College, Moradabad	Member
(xiii)	Dr. S.K. Agarwal	Industry	Member
(xiv)	Mr. Sunil Kr. Sharma	Parent	Member
(xv)	Mr. Karish Baghel	Alumni	Member
(xvi)	Ms. Ruchika Sharma	Students 3 rd Year EE	Member
2.	Grievance Redressal Cell (For faculty & staff)		
(i)	Dr. Rohit Garg	Director, MIT	Chairman
(ii)	Dr. Praveen Pachauri	Director, U.P. Institute of Design, Noida	Senior prof. from affiliating university
(iii)	Dr. Parul Yadav	Dean R&D AKTU	official from univ.
(iv)	Dr. Animesh Agarwal	DOSW	Member
(v)	Dr. Kshitij Shinghal	Dean Academics	Member

3.	Internal Complaint Committee (For Faculty & Staff)			
	(i)	Dr. Manish Saxena	HOD, AS&H	Convener
	(ii)	Mr. Vikas Kumar	HOD, CSE	Member
	(iii)	Ms. Prachi Gupta	CSE	Member
	(iv)	Ms. Ruchi Varshney	EC	Member
II.	Students Affairs			
	Dr. Animesh Agarwal		DOSW	Chairman
1.	Proctorial Board:			
	(i)	Mr. Khilendra Singh	ASH	Chief Proctor, Convener
	(ii)	Dr. Rahul Singh	MBA	Deputy Chief Proctor
	(iii)	Mr. Ravish Kumar Dubey	CSE	Proctor
	(iv)	Mr. Abhinav Gupta	CSE	Proctor
	(v)	Mr. Shubham Vyas	ME	Proctor
	(vi)	Mr. Harish Chandra Verma	FOP	Proctor
	(vii)	Ms. Bhawana Rathi	FOP	Proctor
	(viii)	Mr. Hariram Singh	MITCOP	Proctor
2.	Boys & Girls, Hostel & Mess management			
	(i)	Mr. Pavnendra Kumar	ME	Chief Warden
	(ii)	Mr. Gautam Bala	ASH	Warden, Boys Hostel
	(iii)	Mr. Gauri Shanker	MITCOP	Mess Warden, Boys Hostel
	(iv)	Ms. Ragini Gupta	METFOP	Warden, Girls Hostel
	(v)	Ms. Rubi Parveen	METFOP	Mess Warden, Girls Hostel
3.	Anti Ragging Squad			
	(i)	Dr. Animesh Agarwal	ASH	Chairman
	(ii)	Mr. Khilendra Singh	ASH	Convener
	(iii)	Ms. Prachi Gupta	CSE	Member
	(iv)	Mr. Pavan K Singhal	CSE	Member
	(v)	Ms. Ruchi Varshney	EC	Member
	(vi)	Mr. Pravesh Chandra	ME	Member
4.	Anti Ragging Cell & Quick Response Team			
	(i)	Dr. Animesh Agarwal	ASH	Chairman
	(ii)	Mr. Khilendra Singh	ASH	Convener
	(iii)	Dr. Kshitij Shinghal	EC	Member
	(iv)	Ms. Shuchita Saxena	EC	Member
	(v)	Dr. Rahul Singh	MBA	Member
	(vi)	Mohd. Akhlaq	Nursing Assistant	Member

5.	Grievance Redressal Cell for Students																																		
	Scope of work: To take action on students' complaint and resolve the issue immediately.																																		
	(i)	Dr. Rohit Garg	Director	Chairman																															
	(ii)	Dr. Animesh Agarwal	Member	DOSW																															
	(iii)	Dr. Manish Saxena	Member	HOD, ASH																															
	(iv)	Mr. Vikas Kumar	Member	HOD, CSE																															
	(v)	Dr. Rajul Misra	Member	HOD, EE																															
	(vi)	Dr. Kshitij Shinghal	Member	HOD, EC																															
	(vii)	Ms. Kanchan	Member	CSE																															
	(viii)	Mr. Gautam Bala	Member	ASH																															
6.	Internal Complaint Committee:-																																		
	a. Women Task Force & Gender Sensitization <table border="1"> <tr> <td>(i)</td><td>Dr. Modika Gupta</td><td>ASH</td><td>Incharge</td></tr> <tr> <td>(ii)</td><td>Ms. Prachi Gupta</td><td>CSE</td><td>Member</td></tr> <tr> <td>(iii)</td><td>Ms. Kanchan</td><td>CSE</td><td>Member</td></tr> <tr> <td>(iv)</td><td>Ms. Ameena Mujeeb</td><td>Admin A/c</td><td>Member</td></tr> <tr> <td>(v)</td><td>Ms. Hifza Parveen</td><td>Admin</td><td>Member</td></tr> <tr> <td>(vi)</td><td>Ms. Shubhi Chaudhary</td><td>Student, 4th year EC</td><td>Member</td></tr> <tr> <td>(vii)</td><td>Ms. Kratika Agarwal</td><td>Student, 2nd year EC</td><td>Member</td></tr> <tr> <td>(viii)</td><td>Ms. Lavi Chaudhary</td><td>Student, 2nd year EC</td><td>Member</td></tr> </table>				(i)	Dr. Modika Gupta	ASH	Incharge	(ii)	Ms. Prachi Gupta	CSE	Member	(iii)	Ms. Kanchan	CSE	Member	(iv)	Ms. Ameena Mujeeb	Admin A/c	Member	(v)	Ms. Hifza Parveen	Admin	Member	(vi)	Ms. Shubhi Chaudhary	Student, 4 th year EC	Member	(vii)	Ms. Kratika Agarwal	Student, 2 nd year EC	Member	(viii)	Ms. Lavi Chaudhary	Student, 2 nd year EC
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b. Prevention and prohibition of Sexual Harassment of Women Employees and Students <table border="1"> <tr> <td>(i)</td><td>Ms. Shuchita Saxena</td><td>EC</td><td>Convener</td></tr> <tr> <td>(ii)</td><td>Ms. Richa Saxena</td><td>CSE</td><td>Member</td></tr> <tr> <td>(iii)</td><td>Ms. Priyanka Goel</td><td>CSE</td><td>Member</td></tr> <tr> <td>(iv)</td><td>Ms. Hifza Parveen</td><td>Admin</td><td>Member</td></tr> <tr> <td>(v)</td><td>Ms. Ameena Mujeeb</td><td>Admin A/c</td><td>Member</td></tr> <tr> <td>(vi)</td><td>Ms. Anu Singh</td><td>Student(3rd year CS</td><td>Member</td></tr> <tr> <td>(vii)</td><td>Ms. Pragti Yadav</td><td>Student 3rd year EE</td><td>Member</td></tr> </table>					(i)	Ms. Shuchita Saxena	EC	Convener	(ii)	Ms. Richa Saxena	CSE	Member	(iii)	Ms. Priyanka Goel	CSE	Member	(iv)	Ms. Hifza Parveen	Admin	Member	(v)	Ms. Ameena Mujeeb	Admin A/c	Member	(vi)	Ms. Anu Singh	Student(3 rd year CS	Member	(vii)	Ms. Pragti Yadav	Student 3 rd year EE	Member			
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7.	Committee for SC/ST as per the scheduled Castes and Scheduled Tribes (prevention of Atrocities) act 1989																																		
	(i)	Dr. Animesh Agarwal	DOSW	Convener																															
	(ii)	Mr. Deepak Singh	ME	Member																															
	(iii)	Ms. Kanchan	CSE	Member																															

	(iv)	Mr. Gautam Bala	ASH	Member
	(v)	Mr. Lalit Parchha	EE	Member
8.	Anti Ragging Committee			
	(i)	Dr. Rohit Garg	Director	Chairman
	(ii)	Dr. Animesh Agarwal	DOSW	Convener
	(iii)	Dr. Kshitij Shinghal	Dean Academics	Member
	(iv)	Mr. Khilendra Singh	Chief Proctor	Member
	(v)	Dr. Jaipal Singh Vyast	Social Worker & MLC from Bareilly-Moradabad Division Graduates Constituency	Member
	(vi)	Dr. Vishesh Gupta	Sociologist and President of Child Welfare Commission	Member
	(vii)	Dr. Minu Malhotra	Psychologist & Parent Representative	Member
	(viii)	Mr. Harshit Sharma	Final year (CS) Student Representative	Member*
	(ix)	Mr. Vaibhav Negi	First year Student Representative (IOT)	Member*
9.	Ex-officio Member as per AICTE Norms			
	(i)	Representative of Civil Administration**		
	(ii)	Representative of Police Administration**		
	(iii)	Media Representative **		
		* Chief Proctor will get the list of students. As per the list available with Chief Proctor.		
		** Registrar will get the list of Civil, Police and Media Representative.		
10.	Students Counseling Cell			
	(i)	Dr. Manish Saxena	HOD, ASH	Convener
	(ii)	Mr. Himanshu Agarwal	CSE	Member
	(iii)	Ms. Ritika Agarwal	CSE	Member
11.	Students Council			
	(i)	Mr. Manas Singhal	EC	Convener
	(ii)	Ms. Richa Saxena	CSE	Member
12.	MITSA			
	(i)	Dr. Pratosh Kr. Awasthi	ASH	Convener
	(ii)	Mr. Amit Kumar	CSE	Member
	(iii)	Mr. Shekhar Singh	CE	Member
	(iv)	Mr. Sandeep Kumar	ME	Member
	(v)	Mr. Amit Dewal	PTI	Member

13.	Literary Society			
	(i)	Ms. Ruchi Varshney	EC	Convener
	(ii)	Ms. Neha Gupta	CSE	Member
	(iii)	Ms. Jayati Bhardwaj	CSE	Member
14.	Cultural Society			
	(i)	Dr. Munish Chhabra	ME	Convener
	(ii)	Mr. Deepak Singh	ME	Member
	(iii)	Mr. Pravesh Chandra	ME	Member
	(iv)	Ms. Neha Gupta	CSE	Member
III.	Academic Affairs			
	Dr. Kshitij Shinghal		Dean Academics	Chairman
IV.	Time Table Committee			
	(i)	Dr. Lalit Mohan Trivedi	ASH	Convener
	(ii)	Mr. Deepak Singh	ME	Member
	(iii)	Ms. Ruchi Varshney	EC	Member
	(iv)	Ms. Kanchan	CSE	Member
	(v)	Ms. Asna Yani	CE	Member
	(vi)	Mr. Lalit Parchha	EE	Member
V.	Examinations/Test Series/Digital Evaluation/Nodal Center			
	(i)	Dr. Animesh Agarwal	ASH	Controller- Examination & CS Exam
	(ii)	Mr. Arvind K Singh	ME	AS – Exam
	(iii)	Dr. Amit Saxena	EC	AS-Exam
	(iv)	Mr. Abhinav Gupta	CSE	Member
	(v)	Ms. Prachi Gupta	CSE	Member
	(vi)	Mr. Vikas Bhatnagar	CSE	Member
	(vii)	Mr. Deepak Singh	ME	Member
	(viii)	Mr. Shubham Vyas	ME	Member
VI.	Event Management			
	(i)	Dr. Animesh Agarwal	DOSW	Chairman, UTKARSH
	(ii)	Dr. Kshitij Shinghal	Dean Academics	Co-Convener
1.	Programme Conduction & Control			
	(i)	Dr. Munish Chhabra	ME	Convener
	(ii)	Mr. Deepak Singh	ME	Member

2.	Dais Arrangement, Decoration, Pandal, Tent & Stage, seating arrangement at Function site			
	(i)	Mr. Prashant Singh	ME	Convener
	(ii)	Mr. Amit Saxena	CSE	Member
	(iii)	Mr. Akash Kumar Gautam	EE	Member
3.	Refreshment Committee			
	(i)	Dr. Lalit Mohan Trivedi	ASH	Convener
	(ii)	Mr. Manoj K. Singh	CSE	Member
	(iii)	Mr. Pavan Kr. Singhal	CSE	Member
4.	Photography/Videography/Multimedia Arrangement/ Audio System/Live Telecast and Computer Networks*			
	(i)	Dr. Neelaksh Sheel	CSE	Convener
	(ii)	Mr. Munish Bhatnagar	CSE	Member
	(iii)	Mr. Pradeep Singh	CSE	Member
	(iv)	Mr. Arjun	CSE	Member
5.	Invitation Card, Certificate Preparation, Printing and Distribution			
	(i)	Mr. Manoj Kr. Singh	CSE	Convener
	(ii)	Mr. Zubair Iqbal	CSE	Member
	(iii)	Mr. Rakesh K Gangwar	ME	Member
6.	Gift Selection/Purchase and Arrangement for Presentation in the Function			
	(i)	Dr. Harendra Kumar	ASH	Convener
	(ii)	Mr. Sanjeev Gupta	CSE	Member
VII.	Other Committees			
1.	EDP Cell			
	(i)	Dr. Kshitij Shinghal	EC	Convener
	(ii)	Mr. Amit Saxena	EC	Co-convener
	(iii)	Ms. Richa Saxena	CSE	Member
	(iv)	Mr. Pravesh Chandra	ME	Member
2.	NSS Activities			
	(i)	Dr. Manuj Kr. Agarwal	ASH	Convener
	(ii)	Dr. Nitin Kr. Agarwal	ASH	Member
	(iii)	Ms. Ritika Agarwal	CSE	Member
3.	T&P, PDP Conduction Monitoring Committee			
	(i)	Mr. Ritesh Kr. Srivastava	Head, T,P&CA	Convener
	(ii)	Mr. Manas Singhal	EC	Member
	(iii)	Mr. Anurag Malik	CSE	Member

	(iv)	Mohd. Saqib Qadeer	CE	Member
	(v)	Mr. Saurabh Saxena	EE	Member
	(vi)	Mr. Shubham Vyas	ME	Member
4.	Hi-Tech*			
	(i)	Dr. Rajul Misra	EE	Convener
	(ii)	Mr. Manoj Kr. Singh	CSE	Member
5.	Hobbies Club			
	(i)	Ms. Shuchita Saxena	EC	Convener
	(ii)	Ms. Prachi Gupta	CSE	Member
6.	Press and Publicity Committee			
	(i)	Mr. Ritesh Srivastava	T,P & CA	Convener
	(ii)	Dr. Sachin Agarwal	ASH	Member
	(iii)	Mr. Abhinav Gupta	CSE	Member
	(iv)	Mr. Saurabh Saxena	EE	Member
	(v)	Mr. Prashant Singh	ME	Member
7.	Institute Magazine			
	(i)	Mr. Anurag Malik	CSE	Convener
	(ii)	Dr. Sugandha Agarwal	ASH	Member
8.	ISTE affairs, IE (India) and IEEE			
	(i)	Mr. Arvind Kumar Singh	ME	Convener
	(ii)	Dr. Amit Saxena	EC	Member
9.	Alumni			
	(i)	Mr. Sanjeev Gupta	CSE	Convener
	(ii)	Mohd. Saqib Qadeer	CE	Member
	(iii)	Mr. Manas Singhal	EC	Member
10.	Institute Website and Social Media			
	(i)	Dr. Neelaksh Sheel	CSE	Convener
	(ii)	Mr. Vikas Bhatnagar	CSE	Member
11.	Infrastructure & Maintenance Committee			
	(i)	Dr. Sachin Agarwal	ASH (Block-A)	Convener
	(ii)	Ms. Richa Saxena	CSE (Block-B)	Member
	(iii)	Mr. Saurabh Saxena	EE (Block-C) (I & II floor)	Member

	(iv)	Mr. Manas Singhal	EC (Block-C) (III & IV floor)	Member
	(v)	Mr. Pravesh Chandra	(Block-D)	Member
	(vi)	Mohd. Saqib Qadeer	CE (Block-I) (I-floor)	Member
	(vii)	Dr. Sachin Bhardwaj	MBA (Block-I) (II floor)	Member
12.	NPTEL (SPOC)			
	Dr. Amit Saxena	EC	NPTEL-Convener	
13.	Spoken Tutorial (SPOC)			
	Mr. Himanshu Agarwal	CSE	SPOC-Convener	
14.	GATE			
	Dr. Sachin Agarwal	ASH	Convener	
15.	a. Incubation, Start up and Innovation Cell			
	Dr. Rajul Misra	EE	Convener	
	b. Institute Innovation Council			
	(i)	Dr. Neelaksh Sheel	CSE	Convener
	(ii)	Mr. Amit Saxena	CSE	Member
	c. IPR/KAPILA/PATENT			
	Dr. Satender Kumar	CSE	Convener	
	d. Startup			
	(i)	Mr. Sanjeev Gupta	CSE	Convener
	(ii)	Mr. Manoj Kr. Singh	CSE	Member
16.	e. MSME/Innovation/Tinkering Lab/idea Lab			
	Dr. Amit Saxena	EC	Convener	
17.	Parakh			
	(iii)	Dr. Amit Saxena	EC	Convener
	(iv)	Mr. Shubham Vyas	ME	Member
18.	Hackathon and National Level Competitions			
	(v)	Mr. Himanshu Agarwal	CSE	Convener
	(vi)	Ms. Prachi Agarwal	CSE	Member
18.	National Institutional Ranking Framework (NIRF) report			
	(i)	Dr. Kshitij Shinghal	EC	Convener
	(ii)	Dr. Manish Gupta	CSE	Co-Convener

	(iii)	Dr. Lalit Mohan Trivedi	ASH	Member
	(iv)	Dr. Neelaksh Sheel	CSE	Member
	(v)	Mr. Arvind Kr Singh	ME	Member
19.	AICTE-CII Survey of Industry-Linked Technical Institutes			
	(i)	Dr. Manish Gupta	CSE	Convener
	(ii)	Mr. Manoj Kr. Singh	CSE	Member
20.	MITGI Presentation Committee			
	(i)	Ms. Shuchita Saxena	EC	Convener
	(ii)	Dr. Sugandha Agarwal	ASH	Member
	(iii)	Ms. Prachi Gupta	CSE	Member
21.	Monitoring Committee for Solar System			
	(i)	Mr. Shubham Vyas	ME	Convener
	(ii)	Mr. Sheraj Ahmad	EE	Member
	(iii)	Mr. Shailendra Sharma	CSE (Lab Att)	Member
22.	Centre of Excellence			
	Mr. Shubham Vyas		ME	Convener
23.	Research and Development Cell / MIT Transaction			
	(i)	Dr. Manish Saxena	ASH	Convener
	(ii)	Dr. Manish Gupta	CSE	Member
	(iii)	Mr. Rashid Ali	Library	Member
24.	Rain Water Harvesting Committee			
	(i)	Mr. Pavnendra Kumar	ME	Convener
	(ii)	Mr. Rakesh K Gangwar	ME	Member
	(iii)	Mr. Brahm Swaroop	ME	Member
25.	NBA Steering Committee			
	i)	Dr. Animesh Agarwal	ASH	Advisor
	ii)	Dr. Kshitij Shinghal	EC	Coordinator
	iii)	Dr. Manish Gupta	CSE	Convener
	iv)	Dr. Munish Chhabra	ME	Co-Convener
26.	NAAC Steering Committee			
	(i)	Dr. Animesh Agarwal	ASH	Coordinator-NAAC
	(ii)	Dr. Rajul Misra	EE	Co-Coordinator
	(iii)	Dr. Kshitij Shinghal	EC	Member

27.	Value Education Cell			
	(i)	Mr. Pavanendra Kumar	ME	Dean
	(ii)	Mohd. Ilyas	CSE	Co-coordinator
	(iii)	Ms. Ruchi Varshney	EC	Member
28.	Industry-Institute interaction Cell/ Industrial (MOUs)			
	(i)	Dr. Rajul Misra	EE	Convener
	(ii)	Mr. Ritesh Srivastava	T,P&CA	Co-convener
	(iii)	Mr. Sandeep Kumar	ME	Member
	(iv)	Ms. Babita Pandey	CE	Member
29.	Webinar Committee			
	(i)	Dr. Amit Saxena	EC	Convener
	(ii)	Mr. Lalit Parchha	EE	Co-Convener
	(iii)	Mr. Pradeep Singh	CSE	Member
	(iv)	Mr. Brahm Pal Saini	CSE	Member
30.	Nodal Officer B. Voc			
	Dr. Munish Chhabra		ME	Nodal Officer
	MIT Tech Club			
	(i)	Ms. Ruchi Varshney	EC	Convener
	(ii)	Mr. Zubair Iqbal	CSE	Member
	(iii)	Mr. Shubham Vyas	ME	Member
	(iv)	Ms. Smrita Jain	MBA	Member
	(v)	Mohd. Suhail	Student 3 rd year CSE	
	(vi)	Aman Ruhela	Student 3 rd year CSE	
	(vii)	Himanshu Singh	Student 3 rd year CSE	
	(viii)	Mohd. Arsh	Student 3 rd year CSE	

NOTE: -

1. Routine Departmental activities to be managed by respective departments/cells.
2. Other duties at departmental level such as O.C. Labs, O.C. Project, OC. Seminar, etc. shall be notified by concerned HODs.
3. All the Chairpersons/Conveners shall regularly keep the undersigned informed about functioning of respective committees.
4. It is also suggested to all Chair persons/Conveners that they hold a meeting in a semester with their committee members and maintain a file of their proposed work and activities.

5. Administrative duties related to METFOP, MITCOP, MITCOM and FOA shall be notified by respective Director.
6. For smooth conduction of duties, respective incharge/conveners/coordinators can expand their working committee as and when required with due permission from the undersigned.



Dean Academics

Copy To:-

- Director, MIT
- DOSW
- Dean Academic
- Controller Examination
- All HODs, MIT
- Dean, T,P&CA
- Chief Proctor
- Chief Wardens/Wardens
- Asst. Registrar
- OS Academic
- Accounts/Librarian

All are requested to distribute amongst all the faculty and staff members **via e-mail**.