

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

SKIT/Office/2020/1131(A)

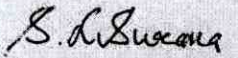
Date: 25.07.2020

**Circular**

(Regarding Grievance Redressal Committee)

The following members are hereby appointed for 'Grievance Redressal Committee (GRC)' for the academic year 2020-21 to address the grievances of all the stakeholders of the insitute. The committee shall be operative and functional wih immediate effect. All other related committees will operate under the umbrella of the GRC.

- |                            |                          |             |
|----------------------------|--------------------------|-------------|
| 1. Dr. Ramesh Kumar Pachar | Principal                | Chairperson |
| 2. Smt. Rachna Meel        | Registrar                | Convener    |
| 3. Dr. Ona Ladiwal         | Associate Professor(DMS) | Member      |

  
Dr. S. L. Surana  
Director (Academics)

**Copy to:**

Director  
Principal  
Registrar  
Advisors  
All HODs  
I/C Examination Cell, I/C B.Tech 1 Year, TPC  
Dy. Registrar  
Hostel Offices, I/C Securities  
Students & Staff members by circulation  
Persons concerned  
All the notice boards

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

**Swami Keshvanand Institute of Technology, Management & Gramothan**  
Ramnagaria (Jagatpura) Jaipur-302017

SKIT/2020/1118 (A)

Date: 04-07-2020

**Circular**

(Regarding Student Grievance Redressal Committee)

With reference to the AICTE (Redressal of Grievance of Students) Regulations 2019, the following members are hereby appointed for 'Student Grievance Redressal Committee (SGRC)' for the academic year 2020-21 to address the grievances of existing students as well as those seeking admission in various programs of the institute.

Name	Designation	Position
Dr. Ramesh Kumar Pachar	Principal, SKIT	Chairperson
Dr. Ona Ladiwal	Associate Professor, DMS	Member
Dr. Dhanraj Chitara (SC)	Associate Professor, Dept. of EE	Member
Mr. M. K. Beniwal (OBC)	Associate Professor, Dept. of CS	Member
Mr. Devendra Sharma (3 <sup>rd</sup> year, EE Branch)	Student's Representatives	Member

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

Director, Principal, Registrar

I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC

Dy. Registrar, Hostel Offices, I/c. Security

Students & Staff members- by circulation

Persons concerned

All the notice boards

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

SKIT/2020/1250

Date: 04-07-2020

**Circular**

**Regarding Internal Complaint Committee (ICC)/Women Cell**

Ref: F.No. AICTE/WH/2016/01 —All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees & Students and Redressal of Grievances in Technical Institutions) Regulations 2016 issued on dated 10th June, 2016 in THE GAZETTE OF INDIA

The following members are nominated for **Internal Complaints Committee (ICC)/ Women Cell** of the institute to provide a healthy and congenial atmosphere to the female staff and students of the institute for the academic session 2020-21

Name	Designation	Position
Dr. Sangeeta Gupta	Associate Professor, Dept. of Maths	Presiding Officer
Mrs. Sushila Vishnoi	Associate Professor, Dept. of CS	Member
Dr. Savita Choudhary	Associate Professor, DMS (Legal Representative)	Member
Mr. B. S. Sharma	Deputy Registrar	Member
Mrs. Seema Sharma	Office Assistant	Member
Tanu Vijay (II yr., CS)	Representative of girls student	Member
Brijesh Sharma Jangid, (I yr., CS)	Representative of boys student	Member
Utkarsh Sharma (III yr., CE)	Representative of boys student	Member

The above members shall follow the rules and regulations of this act and changes made therein from time to time.

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

The Director, The Principal, The Registrar  
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security  
Students/Staff members- by circulation  
Persons Concerned  
All the notice boards

*P. L.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagar (Jagatpura) Jaipur-302017

SKIT/2020/1251

Date: 04-07-2020

**Circular**  
(Regarding Anti Ragging Committee)

Ref.: F.No. 37-3/Legal/AICTE/2009 —All India Council for Technical Education (Prevention and Prohibition of Ragging) Regulations 2009, notification issued on 1<sup>st</sup> July, 2009 in THE GAZETTE OF INDIA

The following members are nominated for an Anti Ragging Committee (ARC) in the Institute to curb ragging and to ensure ragging free campus for academic session 2020-21:

Name	Position	Category
Dr. Ramesh Kumar Pachar, Principal	Chairman	Principal
SHO, Ramnagar, Jagatpura P.S. (Jaipur East)	Member	Police Admin (Police inspector/SHO)
Tehsildar of Sanganer Tehsil, Jaipur	Member	Civil Admin (Revenue/Taluka/Civil)
-	Member	Official of NGO (Work for youth activity)
Dr. Ashish Nayyar Professor, Dept. of ME	Member	Representative of senior faculty
Mr. M. K. Beniwal Associate Professor, Dept. of CS	Member	Chief Proctor/ Senior faculty
Dr. Geetika Patni Assistant Professor, Dept. of English	Member	Representative of senior faculty
Hitesh Joshi, IV year, ME Branch	Member	Representatives of boy students
Mr. Vivek Jaga II year, CS Branch	Member	
Ms. Sangeeta Sharma III year, EC Branch	Member	Representative of girl student
Mr. Mahendra Kumar Nehra (F/o Nitesh Kumar, II year, CE Branch)	Member	Representative of parents
Mr. Jagdish Rai Choudhary House Manager	Member	Representative of non-teaching staff

This committee shall follow the rules and regulations of this act and changes made therein from time to time.

The committee must ensure the anti-ragging undertakings to be filled by each student at the time of registration in odd semesters.

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

Copy to:

The Director, The Principal, The Registrar  
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security, Persons Concerned  
Students/Staff members- by circulation  
All the notice boards

*[Signature]*  
PRINCIPAL  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-20

SKIT/2020/1252

Date: 04-07-2020

**Circular**  
**(Regarding Anti Ragging Squad)**

Ref.: F.No. 37-3/Legal/AICTE/2009 —All India Council for Technical Education  
(Prevention and Prohibition of Ragging) Regulations 2009, notification  
issued on 1<sup>st</sup> July, 2009 in THE GAZETTE OF INDIA

The following members are nominated for an Anti Ragging Squad (ARS) in the Institute to monitor on the ragging activities and to make surprise raids on canteens, hostel messes, hostel rooms and play ground etc. and to help for making ragging free campus for the academic session 2020-21:

Name	Position	Category
Dr. Chothmal Choudhary Professor, Dept. of CS	Chairman	Principal/Senior faculty
Dr. Archana Saxena Professor, Dept. of Chemistry	Member	HOD 1/ Senior Faculty
Dr. Komal Sharma Associate Professor, Dept. of Physics	Member	HOD 2/ Senior Faculty
Dr. Sangeeta Choudhary (गुप्ता) Associate Professor, Dept. of Maths	Member	Faculty members (Preferably 2 male & 2 female)
Mr. Vinay Singh Marwal Associate Professor, Dept. of ME	Member	
Mr. Abhishek Gupta Associate Professor, Dept. of EE	Member	
Dr. Anupriya Singh Assistant Professor, Dept. of English	Member	
Mr. Jagdish Rai Choudhary House Manager	Member	Non-teaching staff

This above committee members shall work under the guidance of Anti- Ragging Committee. It shall follow the rules and regulations of this act and changes made therein from time to time.

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

Copy to:  
The Director, The Principal, The Registrar  
I/c. B.Tech. 1 year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security, Persons Concerned  
Students/Staff members- by circulation  
All the notice boards

*P. h*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

SKIT/2020/1253

Date: 04-07-2020

**Circular**  
(Regarding SC/ST/OBC Committee)

With reference to the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989 and in pursuance of the direction received from the AICTE regarding establishment of SC/ST/OBC Cell. A committee of the following members is nominated for prevention of caste based discrimination for the academic session 2020-21:

Name	Designation	Category	Position
Mrs. Rachna Meel	Registrar	OBC	Convener
Dr. Pramila Kumawat	Professor, Dept. of Maths	OBC	Member
Mrs. Rammurti Meena	Assistant Professor, Dept. of EE	ST	Member
Ms. Sumita	Assistant Professor, Dept. of ME	SC	Member
Mr. Shivraj Regar	Technical Assistant, Dept. of CS	SC	Member

This committee shall follow the rules and regulations of this act and changes made therein from time to time.

All concerned are requested to make a note of above and approach the convener/any of member(s) of the committee about the grievance (if any) in writing.

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

The Director, The Principal, The Registrar  
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security, Persons Concerned  
Students/Staff members- by circulation  
All the notice boards

*[Signature]*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

SKIT/2019/1031(1)

Date: 07-09-2019

### Circular


(Student Disciplinary Committee)

As per the instructions issued by RTU, Kota, a **Student Disciplinary Committee** has been constituted in the Institute to address the misconduct/ indiscipline complaints of students of the Institute arising under the Code of Ethics.

The committee members for academic session 2019-20 are as follows:

Name	Position	Category
Mr. M. K. Beniwal Associate Professor, Dept. of CS	Chairman	Chief proctor/ Senior faculty
Dr. Vinita Sharma Professor, Dept. of Chemistry	Member	HOD/ Senior Faculty
Dr. Savita Choudhary Associate Professor, Dept. of MS	Member	HOD/ Senior Faculty
Dr. Chothmal Choudhary Professor, Dept. of CS	Member	HOD/ Senior Faculty
Dr. Praveen Kumar Jain Professor, Dept. of ECE	Member	HOD/ Senior Faculty
Mr. Harpreet Singh Gill Associate Professor, Dept. of CS	Member Secretary	Proctor

The above members will follow the guidelines of this act mentioned on the official website of RTU, Kota and changes made therein from time to time.

  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

The Director, The Principal, The Registrar  
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security  
Students/Staff members- by circulation  
Persons Concerned  
All the notice boards

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

SKIT/2019/1037(5)

Date: 07-09-2019

**Circular**  
**(Anti Ragging Squad)**

Ref.: F.No. 37-3/Legal/AICTE/2009 —All India Council for Technical Education (Prevention and Prohibition of Ragging) Regulations 2009, notification issued on 1<sup>st</sup> July, 2009 in THE GAZETTE OF INDIA

An Anti Ragging Squad (ARS) has been constituted in the Institute to monitor on the ragging activities and to make surprise raids on canteens, hostel messes, hostel rooms and play ground etc. and to help for making ragging free campus.

The committee members for academic session 2019-20 are as follows:

Name	Position	Category
Dr. Chothmal Choudhary Professor, Dept. of CS	Chairman	Principal/Senior faculty
Dr. Archana Saxena Professor, Dept. of Chemistry	Member	HOD 1/ Senior Faculty
Dr. Komal Sharma Associate Professor, Dept. of Physics	Member	HOD 2/ Senior Faculty
Dr. Sangeeta Choudhary Associate Professor, Dept. of Maths	Member	Faculty members (Preferably 2 male & 2 female)
Mr. Vinay Singh Marwal Associate Professor, Dept. of ME	Member	
Mr. Abhishek Gupta Associate Professor, Dept. of EE	Member	
Dr. Anupriya Singh Assistant Professor, Dept. of English	Member	
Mr. Jagdish Rai Choudhary House Manager	Member	Non-teaching staff

This above committee members shall work under the guidance of Anti-Ragging Committee. It shall follow the rules and regulations of this act and changes made therein from time to time.

*S. L. Surana*  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

The Director, The Principal, The Registrar  
I/c. B.Tech. 1 year, HODs (Erigg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security, Persons Concerned  
Students/Staff members- by circulation  
All the notice boards

*P. H.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25



SKIT/2019/1037(4)

Date: 07-09-2019

### Circular

(Anti Ragging Committee)


Ref.: F.No. 37-3/Legal/AICTE/2009 —All India Council for Technical Education (Prevention and Prohibition of Ragging) Regulations 2009, notification issued on 1<sup>st</sup> July, 2009 in THE GAZETTE OF INDIA

An Anti Ragging Committee (ARC) has been constituted in the Institute to curb ragging and make ragging free campus.

The committee members for academic session 2019-20 are as follows:

Name	Position	Category
Dr. Ramesh Kumar Pachar, Principal	Chairman	Principal
SHO, Pratap Nagar P.S. (Jaipur East)	Member	Police Admin (Police Inspector/SHO)
Tehsildar of Sanganer Tehsil, Jaipur	Member	Civil Admin (Revenue/Taluka/Civil)
-	Member	Official of NGO (Work for youth activity)
Dr. Ashish Nayyar Professor, Dept. of ME	Member	Representative of senior faculty
Mr. M. K. Beniwal Associate Professor, Dept. of CS	Member	Chief Proctor
Mr. Deepak Sharma, Student of B.Tech. IV year, ME Branch	Member	Representatives of boy students
Mr. Viklap Jain Student of B.Tech. I year, CS Branch	Member	
Ms. Pooja Jangid Student of B.Tech. I year, EC Branch	Member	Representative of girl student
Mr. Omprakash Sharma {f/o Jayshree Sharma, I year, EE Branch}	Member	Representative of parents
Mr. Jagdish Rai Choudhary House Manager	Member	Representative of non-teaching staff

This committee shall follow the rules and regulations of this act and changes made therein from time to time. The committee must ensure the anti-ragging undertakings to be filled by each student at the time of registration in odd semester.

  
(Dr. S. L. Surana)  
Director Academics

**Copy to:**

The Director, The Principal, The Registrar  
I/c. B.Tech. I year, HODs (Engg.+MBA), Chemistry, English, Maths, Physics, TPC  
Dy. Registrar, Hostel Offices, I/c. Security, Persons Concerned  
Students/Staff members- by circulation, All the notice boards

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

## CIRCULAR

07.09.19

Following faculty/staff members are appointed as coordinators/members of various activities for the session 2019-20. This will be effective with immediate effect.

S.No.	Name	Department/ Designation	Role/Responsibility/Duty
1.	Mr. M.K. Beniwal	CS	Chief Proctor
2.	Dr. Swati Arora	EC	Chief Coordinator PRAVAH
	Ms. Gloria Joseph	EC	Coordinator PravaH
3.	Mr. Kailash Soni	CS	Chief Coordinator, Extra Curricular Activities
	Mr. Shubham Kumawat	CE	Coordinator, Extra Curricular Activities
	Ms. Sanju Chaudhary	CS	Coordinator Extra Curricular Activities
4.	Dr. Anurag Sharma	Chemistry	Coordinator, NSS
5.	Dr. Sharda Soni	Chemistry	Chief, Coordinator Red Cross Club
	Dr. Anurag Sharma	Chemistry	Coordinator, Red Cross Club
	Mr. Manmohan Sharma	CE	Coordinator
	Mr. Ankit Agrawal	ME	Coordinator
	Mr. M. K. Beniwal	CS	Coordinator
6.	Dr. R. K. Jain	Physics	Incharge, Exam Cell
	Dr. Rishi Vyas	Physics	member
7.	Dr. Rohit Mukherjee	Mathematics	Incharge BTech. 1st Year
8.	Dr. Amber Srivastava	Mathematics	Coordinator Press And Media
	Dr Anurag Sharma	Chemistry	Member
9.	Prof. M. L. Bhargava	Advisor	Incubation Cell
	Mr. S. N. Vijayvargiya	EC	Member
	Mr. Vikas Pathak	EC	Member
	Dr. Ashish Nayyar	ME	Member
	Mr. Ankit Vijayvargiya	EE	Member
	Mr. Vimal Kant Dimri	EE	Member
10.	Mr. Shubham K Kumawat	CE	Coordinator, Art Exhibition
	Ms. Vijeta Khincha	CS	Member
11.	Dr. Archana Saxena	Chemistry	Student Counsellor
	Dr. Komal Sharma	Physics	Member
	Dr. Sangeeta Gupta	Mathematics	Member
	Mr. Ankush Tandon	EE	Member
12.	Dr Rohit Mukherjee	Mathematics	Coordinator, SPIC MACAY Heritage Club
	Dr. Nidhi Sharma	English	Member, SPIC MACAY Heritage Club
13.	Mr. D. R. Bhincher	Librarian	Chief Coordinator- NPTEL etc.
	Dr. Manu Augustine	ME	Member
	Dr. Sunita Gupta	CS	Member
14.	Mr. Neeraj Garg	CS	D-Space & National Digital Library
15.	Mr Praveen Saraswat	ME	Coordinator E- Yantra
	Mr. Manoj Kumar Sain	ME	Member
	Mr. Pallav Rawal	EC	Member
	Mr. Ankit Vijayvargiya	EE	Member
	Mr. Brij Mohan Sharma	ME	Member
16.	Dr. Neha Purohit	English	Toastmasters Club
17.	Dr Krishna Dayal Sharma	English	Chief Editor, SKIT Times
	Dr. Mukul Kumar Sharma	English	Editor, SKIT Times
18.	Prof. M. L. Bhargava	Advisor	E- Cell (TOPAZ)
	Dr. Archana Saxena	Chemistry	E- Cell (TOPAZ)
	Ms. Geetika Patni	English	E- Cell (TOPAZ)
	Dr. Manisha Kaushik	MS	E-Cell (TOPAZ)

**PRINCIPAL**

Swami Keshvanand Institute of  
Technology, Management & Gramothar  
Ramnagar, Jagatpura, JAIPUR-25

19.	Dr. Monika Mathur	EC	M.Tech. Coordinator (EC)
	Mr. Mehul Maharishi	CS	M.Tech. Coordinator (CS)
	Dr. Sarfaraz Nawaz	EE	M.Tech. Coordinator (EE)
	Mr. Ankit Agarwal	ME	M.Tech. Coordinator (ME)
	Mr. Anirudh Mathur	CE	M.Tech. Coordinator (CE)
20.	Dr. Mukesh Gupta	CS	PhD Coordinator (CS)
	Dr. Akash Saxena	EE	PhD Coordinator (EE)
	Dr. Mukesh Arora	EC	PhD Coordinator (EC)
21.	Dr. Sangeeta Gupta	Mathematics	Coordinator, Women's Grievance Cell
	Dr. Swati Arora	EC	Member
	Dr. Sunita Gupta	CS	Member
22.	Dr. Pramila Kumawat	Mathematics	Coordinator, Caste Based Discrimination Committee
	Ms. Rammurti Meena	EE	Member
	Mr. Manoj Kumar Sain	ME	Member
23.	Ms. Rachna Meel	Registrar	Grievance Redressal Committee
	Dr. Ona Ladiwal	MS	Member
	Mr. Mehul Maharishi	CS	Member
24.	Dr. Archana Saxena	Chemistry	Coordinator, Alumni Association
	Mr. M.K. Beniwal	CS	Member
	Mr. D. R. Bhincher	Librarian	Member
25.	Mr. M.K. Beniwal	CS	Coordinator- Sports & Games
	Mr. Ajit Kumar Singh	PTI	Member
26.	Dr. Mukesh Gupta	CS	SWAYAM, FOSS Local Chapter
	Dr. Manu Augustine	ME	Member
	Dr. Sunita Gupta	CS	Member
	Mr. Ankush Tandon	EE	Member
27.	Mr. Pradeep Sihag	Hostel Manager	Canteen Committee
	Mr. Abhishek Gupta	EE	Member
	Mr. Ankush Tandon	EE	Member
	Dr. Sunita Gupta	CS	Member
28.	Mr. Ajay Dhanopia	ME	Nodal Coordinator-Virtual Labs
	Ms. Garima Gupta	CS	Member
	Mr. Sushant Kumar	IT	Member
	Ms. Priyanka Sharma	CS	Member
	Mr. Arun Kumar Nayak	EE	Member
	Dr. Omji Shukla	ME	Member
	Mr. Anirudh Mathur	CE	Member
29.	Dr. Sunita Gupta	CS	Member Library Committee
	Dr. Rukhsar Jafar	EC	Member
	Dr. Manu Augustine	ME	Member
	Ms. Pooja Jain	CE	Member
	Dr. Priyanka Payal	MS	Member
	Dr. Vinita Sharma	Chemistry	Member

PRINCIPAL

Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Samnagar, Jagatpura, JAIPUR-2

*S. L. Surana*

Dr. S. L. Surana

Director (Academics)



Scanned with  
CamScanner

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

SKIT/OFFICE/2018/850

Date: 02.08.2018

**MINUTES OF THE MEETING OF ACADEMIC AND MANAGEMENT COUNCIL**

**HELD ON JULY 30, 2018**

The meeting was held on Monday, July 30, 2018 at 10:30 a.m. in the **Birma Board Room** (Vikram Sarabhai Block)

**The following members were present**

- |                                       |  |
|---------------------------------------|--|
| 1. Dr. N. K. Banthiya (HEAD-PAQIC)    | 2. Dr. Anil Chaudhary (HOD-IT)             |
| 3. Dr. N.C. Bhandari (HOD-ME)         | 4. Dr. D. K. Sharma (HOD-CE)               |
| 5. Dr. Aakash Saxena (HOD-EE)         | 6. Dr. Mukesh Arora (HOD-CE)               |
| 7. Dr. R. K. Jain (HOD-Physics)       | 8. Prof. Archana Saxena (HOD-Chem.)        |
| 9. Dr. Rohit Mukherjee (HOD-Maths)    | 10. Shri Dheeraj Joshi (Dy. HOD-ME)        |
| 11. Dr. Niraja Saraswat (HOD-English) | 12. Dr. S. L. Surana (Director- Academics) |

**Agenda Item 1:** To review progress regarding accreditation of B. Tech. courses in EC and ME Departments.

The members were informed that Departments of EC and ME have completed their respective parts of SARs and presented on July 26, 2018 and July 28, 2018. The portions pertaining of B. Tech. I year and Part A will be presented in the first week of August 2018.

**Agenda Item 2:** To finalize nominations of Incharges/coordinators/members for various positions/activities in the Institute.

The names of the faculty members for various activities were discussed and finalized. The list is given in Appendix I

**Agenda Item 3:** To discuss about the reports received from the Departments regarding Induction programme held for B. Tech. III semester students.

It was reported by HODs that some students have not taken the programme seriously. The action to be taken against them will be decided soon.

The HODs have been requested to plan this programme well in advance for next year so that it becomes more effective and meaningful.

**Agenda Item 4:** To review about utilization of departmental budgets for the year 2017-18.

The HODs submitted the details of utilization of their respective departmental budgets. These will be reviewed shortly by the appropriate committee and the remarks will be communicated to the HODs.

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

---

**Agenda Item 5:** To receive proposals for departmental budgets for the financial year 2018-19.

The HODs submitted their respective departmental budgets for the year 2018-19 which will be put before the appropriate committee for further action.

**Agenda Item 6:** To inform departments to make preparation for industrial tours of students of B. Tech. V semester students soon after their University examinations are over.

The HODs were told to nominate those faculty members who will be assigned the task of teaching to B. Tech. VI semester only so that teaching of other semesters is not affected. The preparations should be done in advance for effective visits to the industries.

**Agenda Item 7:** To obtain feedback about physical verification of assets in the departments.

The HODs informed that physical verifications of assets have already been completed. They have been asked to forward the reports clearly stating about the following

- a. Items found surplus/short in each laboratory separately
- b. Names of the items which need repair.
- c. Names of the items which are to be written off.

This report must be submitted as early as possible but not later than August 14, 2018.

**Agenda Item 8:** To receive feedback from HODs regarding enrollment of faculty members for Swyam NPTEL courses.

It appeared on discussions with the HODs that faculty members do enroll them for courses but only a few members apply and obtain certification. It was decided that in future faculty members must obtain certification in at least one course per year. The HODs were told to encourage students to get certification in advance/multidisciplinary subjects to strengthen their C.V.

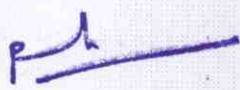
**Agenda Item 9:** To receive feedback regarding progress of various research groups in the departments.

The HODs were told to monitor the progress about the research activities in their respective departments. They have also been told to encourage faculty members to apply to various funding agencies for research projects.

**Agenda Item 10:** Any other item with the permission of the Chair.

The following points were discussed and decisions taken.

- I. In future faculty and staff will apply for casual leave for planned events well in advance (at least 3 days) and cover the lost teaching periods in advance (before <sup>swailing leave</sup> exchanging periods with other faculty who are teaching the same class.

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

---

- II. Copies of advertisement issued by DST, Rajasthan were handed over to all the HODs and were requested to apply for grants under different schemes.
- III. The course files prepared by the faculty must be submitted at regular intervals to their respective HOD for checking.
- IV. On the request of some members it was decided to hold workshops in each department separately by the Head. PAQIC to explain to the faculty the various terms used in relation with accreditation of engineering courses.
- V. It was also requested by some members to repeat the earlier workshop held on, "How to set question paper and proper evaluation of answer books". It was accepted.
- There was no other item and the meeting was declared closed.

*S. L. Surana*  
Dr. S. L. Surana  
Director (Academics)

Copy to:

1. Director
2. Director (D&W)
3. Principal
4. Registrar
5. Advisor
6. I/c B. Tech. 1 year
7. Head-PAQIC
8. HODs-EC, EE, CS, IT, ME, CE, Phy, Chem, Maths, English, MS.
9. All concerned
10. File.

*P. L.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

Appendix I

The following faculty/staff members are appointed as the coordinators/members of various activities for the session 2018-19. This will be effective from August 01, 2018.

S. No.	Name	Department	Activity
1.	Dr. Amber Srivastava	Maths.	Chief Proctor
2.	Dr. Rohit Mukherjee	Maths.	Chief Coordinator, Pravah
	Ms. Gloria Joseph	EC	Coordinator, Pravah
3.	Dr. Niraja Saraswat	English	Chief Coordinator, Extra curricular activities
	Mr. Kailash Soni	CS	Coordinator Extra Curricular Activities
	Ms. Sanju Choudhary	CS	Coordinator Extra Curricular Activities
4.	Dr. Anurag Sharma	Chemistry	Coordinator NSS
5.	Dr. Arehana Saxena	Chem.	Chief Coordinator, Redcross Club
	Mr. Manmohan Sharma	CE	Coordinator
	Mr. Ankit Agarwal	ME	Coordinator
	Dr. Tapas Badal	CS	Coordinator
6.	Dr. R. K. Jain	Physics	Dean II shift
7.	Dr. R. K. Jain	Physics	Incharge Exam Cell
	Dr. S. R. Dogiwal	CS	Member
8.	Dr. Sudha Calla	Chemistry	Incharge B. Tech. I year
9.	Dr. Amber Srivastava	Maths.	Coordinator Press & Media Committee
	Dr. Anurag Sharma	Chem.	Member
10.	Prof. M. L. Bhargava	Advisor	Incubation Cell
	Prof. S. N. Vijayvergiya	EC	
	Mr. Ankit Agarwal	EC	
	Mr. C. L. Saini	EE	
	Mr. Sandesh Saxena	CE	
11.	Shri Shubham Kumar Kumawat	CE	Coordinator Art Exhibition
	Ms. Vijeta Khincha	CS	Member
12.	Dr. Sudha Calla	Chem.	Student Counsellor
	Dr. Komal Sharma	Phy.	Student Counsellor
13.	Dr. Rohit Mukherjee	Maths.	SPIC MACAY Heritage Club
	Dr. Nidhi Sharma	English	SPIC MACAY Heritage Club

PRINCIPAL  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagar (Jagatpura) Jaipur-17

14.	Dr. D. K. Sharma	CE	Chief Coordinator, NPTEL Local Chapter
15.	Dr. Basant Agarwal	CS	D-Space, National Digital Library
16.	Mr. Praveen Saraswat	ME	E-yantra
	Mr. Manoj Kumar Sain	ME	E-yantra
	Mr. Pallav Rawal	EC	E-yantra
	Mr. Ankit Vijayvargiya	EE	E-yantra
17.	Dr. Neha Purohit	English	Toastmasters Club
18.	Dr. Krishna Dayal Sharma	English	Chief Editor, SKIT Times
19.	Prof. M. L. Bhargava	Advisor	E-Cell (Topaz)
	Dr. Manisha Kaushik	MS	E-Cell (Topaz)
20.	Dr. Mukesh Gupta	CS	M. Tech. Coordinator (CS/IT)
	Dr. P. K. Jain	EC	M. Tech. Coordinator (EC)
	Mr. Ankit Vijay	EE	M. Tech. Coordinator (EE)
	Mr. Ankit Agarwal	ME	M. Tech. Coordinator (ME)
21.	Mr. Subham Kumar Gupta	CS	Dy. HOD-CS
	Dr. P. K. Jain	EC	Dy. HOD-EC
	Mr. Manoj Kumar Sain	ME	Dy. HOD-ME
	Mr. Ankush Tandon	EE	Dy. HOD-EE
	Dr. Neha Srivastava	CE	Dy. HOD-CE
	Mr. Mehul Mahrishi	IT	Dy. HOD-IT
22.	Ms. Rubaldeep Gill	CS	Incharge T.T. (CS/IT)
	Dr. Monika Mathur	EC	Incharge T.T. (EC)
	Ms. Deepti Arela	EE	Incharge T.T. (EE)
	Mr. Dinesh Kumar Sharma	ME	Incharge T.T. (ME)
	Mr. Ajay Gautam	CE	Incharge T.T. (CE)
	Dr. Sangeeta Gupta	Maths.	Incharge T.T. (B. Tech. I year)
23.	Dr. Tapas Badal	IT	Member, Library Committee
	Ms. Sheeba Anjum	English	Member
	Dr. Vikash Gautam	ME	Member
	Dr. Dhanraj Chitara	EE	Member
	Mr. Aakash Johari	CE	Member
	Dr. Atul Gupta	MS	Member

  
**PRINCIPAL**  
 Swami Keshvanand Institute of  
 Technology, Management & Gramothan  
 Ramnagar, Jagatpura, JAIPUR-25



**Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17**

24.	Dr. Sangeeta Gupta	Maths.	Incharge, Women's Grievance Cell
	Dr. Swati Arora	EC	Member
	Ms. Anjana Sangwan	CS	Member
25.	Dr. Sharda Soni	Chem.	Cast based Discrimination Committee
	Mr. Manoj Kumar Sain	ME	Member
	Ms. Rammurti Meena	EE	Member
26.	Dr. Manu Augustine	ME	SWAYAM-NPTEL
	Dr. Sunita Gupta	IT	
	Mr. Vikas Pathak	EC	
	Dr. Dhanraj Chitara	EE	
27.	Mrs. Rachana Meel	Registrar	Grievance Redressal Committee
	Dr. Sudha Calla	Chemistry	
	Mr. Neeraj Dhawan	CS	
28.	Dr. Archana Saxena	Chem.	Coordinator- Alumni Association
	Mr. M. K. Beniwal	CS	Member
	Mr. D. R. Bhincher	Library	Member
29.	Mr. M. K. Beniwal	CS	Coordinator-Sports & Games
	Mr. Ajeet Kumar Singh	PTI	Member
30.	Mr. Pradeep Sihag	Hostel Manager	Canteen
	Ms. Anjana Sangwan	CS	
	Ms. Sanju Choudhary	CS	
	Mr. Abhishek Gupta	EE	

*S. L. Surana*  
**Dr. S. L. Surana**  
**Director (Academics)**

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-2F

**Swami Keshvanand Institute of Technology, Management & Gramothan  
Jaipur**

SKIT/2018/015

Date: 26/07/2018

**NOTICE**

Anti Ragging Squad consisting of the following staff members is constituted for the session 2018-2019:

3/8 4/8

S. No.	Name	Department	Contact No.	Role		
✓	Dr. Anurag Sharma	Chemistry	9460386437	Coordinator		
✓	Mr. Kallish Som	CS/IT	9460066186	Member	Ad	Ad
✓	Dr. Jyoti Arora	Mathematics	7737815592	Member		
✓	Dr. Lalit Gahlot	English	9261159955	Member		
✓	Mr. Ankit Agarwal	ME	9887222265	Member	CL	X
✓	Mr. Saurabh Gupta	ME	9636014447	Member	9-10	9-10
✓	Mr. JayPrakash Vijay	EBC	9829706772	Member	X	✓
✓	Mr. Sunil Lakhawat	E&C	9413780555	Member		
✓	Dr. Chna Ladiwal	MBA	8302020007	Member		
✓	Mr. Akash Doo (E block)	EE	9784440886	Member	9-10	9-10
✓	Mr. Abhishek Gupta	EE	9462326804	10-11	X	XCL
✓	Mr. Vivek Vijay Cant	Mathematics	9950861661	Member	9-10	9-10
✓	Mr. Man Mohan Sharma	CE	9166012455	Member		
✓	Mr. Ankit Sharma (SL) →	CE	7737238344	Member	SL	SL
✓	Mr. Jagdish Rai Choudhary	House Manager	9594097631	Member		
✓	Mr. Ajit Singh	Sports Officer	9580190888	Member		
✓	Mr. Babulal	Warden (Boys Hostel)	9594097556	Member		
✓	Mrs. Madhuri Chouhan	Warden (Girls Hostel)	9887499389	Member		

This squad shall function under the aegis of the Anti Ragging Committee.

*S. L. Surana*  
(Dr S.L. Surana)  
Director (Academics)

Copy to:

1. Director
2. Director (D & W)
3. Registrar
4. Principal
5. Advisers
6. All HODs
7. Chief Warden
8. All members of the committee

Time

① 9-10 ✓ ←

② 11:30 - 12:30 ✓ ←

- A Canteen +
- B outside CE:
- C outside CE.

*P. K.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagajpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Jalpur

SKIT/2018/845

Date: 26/07/2018

**NOTICE**

Anti Ragging Squad consisting of the following staff members is constituted for the session 2018-2019:

S. No.	Name	Department	Contact Nos.	Role
1.	Dr. Anurag Sharma	Chemistry	9460386437	Coordinator
2.	Mr. Kailash Soni	CS/IT	9460086186	Member
3.	Dr. Jyoti Arora	Mathematics	7737815592	Member
4.	Dr. Lalit Gehlot	English	9261159955	Member
5.	Mr. Ankit Agarwal	ME	9887222265	Member
6.	Mr. Saurabh Gupta	ME	9636034447	Member
7.	Mr. JayPrakash Vijay	E&C	9829706772	Member
8.	Mr. Sunil Lakhawat	E&C	9413780555	Member
9.	Dr. Dna Ladiwal	MBA	8307020007	Member
10.	Mr. Akash Deo	EE	9784440886	Member
11.	Mr. Abhishek Gupta	EE	9462326804	Member
12.	Mr. Vivek Vijay	Mathematics	9950863661	Member
13.	Mr. Man Mohan Sharma	CE	9166012455	Member
14.	Mr. Ankit Sharma	CE	7737238044	Member
15.	Mr. Jagdish Rai Choudhary	House Manager	9694097631	Member
16.	Mr. Ajit Sihag	Sports Officer	9680190888	Member
17.	Mr. Babulal	Warden (Boys Hostel)	9694097556	Member
18.	Mrs. Madhuri Chouhan	Warden (Girls Hostel)	9887499389	Member

This squad shall function under the aegis of the Anti Ragging Committee.

*S. L. Surana*  
(Dr. S.L. Surana)  
Director (Academics)

Copy to:

1. Director
2. Director (D & W)
3. Registrar
4. Principal
5. Advisors
6. All HODs
7. Chief Warden
8. All members of the committee

*Pank*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JALPUR-25

# Swami Keshvanand Institute of Technology, Management & Gramothan Jaipur

SKIT/Jaipur/54-3-A

Date: 26/12/2018


## SCIENCE

A Working Committee consisting of the following members is constituted for the session 2018-2019:

1. Mr. Ajpal Meel	Director
2. Dr. S.L. Saran	Director (Academics)
3. Mrs. Radhika Meel	Registrar
4. Dr. Sushil Caha	Director (D&WT)
5. Dr. Hanuman Kumar Pasare	Principal
6. Mr. Aditya Meel	Assistant
7. Prof. M.L. Bhargava	Advisor
8. Mrs. Hemlata Talwar	Principal, SKIT
9. Prof. N.K. Baidya	Head, P&GC
10. Prof. Anil Choudhary	HOD (IT)
11. Prof. G.M. Choudhary	HOD (CS)
12. Prof. S.E. Bhargava	HOD (EC)
13. Prof. D.K. Sharma	HOD (CE)
14. Prof. S.C. Dasgupta	HOD (ME)
15. Prof. Anand Sharma	HOD (EE)
16. Prof. Vikas Sharma	HOD (Type of MBA)
17. Prof. Sushil Caha	HOD, BBA/BA
18. Dr. R.K. Tripathi	Representative of parents
19. Mr. Chandra Choudhary	First Year
20. Mr. Pratik Kishan	First Year
21. Mr. Saharaj	Third Year
22. Mr. Gagan Tripathi	Third Year
23. Mr. Hemant Kumar	Second Year
24. Representative of Faculty Category	To be constituted after the commencement of 1 <sup>st</sup> Sem. Classes
25. Mr. Pradyot Singh	Chief Warden
26. Representative of non-administration	
27. Representative of police administration	
28. Representative of local media	
29. Representative of Non Government Organisation	

Copies to: Administrators of the constituent

  
 (Dr. S.L. Saran)  
 Director (Academics)

  
**PRINCIPAL**  
 Swami Keshvanand Institute of  
 Technology, Management & Gramothan  
 Ramnagar, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management &  
Gramothan, Jaipur

SKIT/2018/059B

Date: 14/8/2018

NOTICE


(Revised Grievance Redressal Committee)

Reference: SKIT/Office/2018/850 dt. 02/08/2018

This is to inform to all concerned that the Grievance cum Complaint Redressal Committee for session 2018-20 has been revised as mentioned below:-

Sr. No.	Existing Member	New Member
1	Dr. Sudha Galla	Dr. Ora Jadhwal
2	Mr. Neeraj Dhawan	Mr. Mehul Maharishi

The committee shall be operative and functional with immediate effect.

  
(Dr. S. L. Surana)  
Director Academics

Copy to :  
Director  
All HODs  
All Committee Members  
Employees by circulation  
Institute website  
All Notice Boards

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan,  
Ramnagar, Jagatpura, Jaipur-302017

SKIT/GGC/2018/

Date: 4/8/2018

Women Grievance Cell

Following are the members of women's grievance cell for the session 2018-19.

S. No.	Faculty	Department	Contact No.	Email-id
1.	Dr. Sangeeta Gupta	Mathematics	9414455719	sangeeta11rc@gmail.com
2.	Dr. Swati Arora	EC	9314638177	aroraswati14@gmail.com
3.	Ms Anjana Sangwan	CS	9413939111	sangwan.anjana@gmail.com



Dr. Sangeeta Gupta  
(Incharge)



**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management &  
Gramothan, Jaipur

SKIT/2017/767 B


Date: 29/8/2017

NOTICE

(Grievance Redressal Committee)

This is to inform all concerned that the Grievance cum Complaint Redressal Committee is reconstructed for session 2017-18. The committee shall be operative and functional with immediate effect and following officials are nominated as the members:

1. Smt. Rachna Meel, Convener
2. Dr. Akash Saxena
3. Mr. Neeraj Dhawan

  
(Dr. S. L. Surana)  
Director Academics

Copy to :-  
Director  
All HODs  
All Committee Members  
Employees by circulation  
Institute website  
All Notice Boards

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

**Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagar (Jagatpura) Jaipur-17**

**Appendix-II**

The following faculty/staff members are appointed as the coordinators/members of various activities for the session 2017-18. This will be effective from July 25, 2017.

S.No.	Name	Department	Activity
1.	Dr. Amber Srivastava	Maths.	Chief Proctor
2.	Dr. Brij Raj Sharma	Physics	Chief Coordinator, Pravah
	Ms. Chitra Manro	Physics	Coordinator, Pravah
3.	Dr. Ona Ladiwal	MS	Chief Coordinator, Extra curricular activities
	Ms. Swati Arora	ECE	Coordinator Extra Curricular Activities
4.	Mr. M. K. Beniwal	CS	Coordinator NSS
5.	Dr. Anurag Sharma	Chem.	Chief Coordinator, Redcross Club
	Mr. Jinendra Rahul	EE	Coordinator
	Mr. Pramod Jain	ME	Coordinator
	Mr. Manmohan Sharma	CE	Coordinator
6.	Dr. R. K. Jain	Physics	Dean II shift
7.	Dr. R. K. Jain	Physics	Incharge Exam Cell
8.	Dr. Sudha Calla	Chemistry	Incharge B. Tech. I year
9.	Dr. Amber Srivastava	Maths.	Coordinator Press & Media Committee
	Dr. Anurag Sharma	Chem.	Member
10.	Shri M. L. Bhargava	Advisor	Incubation Cell
	Shri S. N. Vijayvergiya	EC	Incubation Cell
	Ms. Vinita Agarwal	EC	Incubation Cell
	Mr. C. L. Saini	EE	Incubation Cell
11.	Shri Shubham Kumar Kumawat	CE	Coordinator Art Exhibition
12.	Dr. Rohit Mukherjee	Maths.	Student Counsellor
	Dr. Sudha Calla	Chem.	Student Counsellor

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25



Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

13.	Dr. Rohit Mukherjee	Maths.	SPIC MACAY Heritage Club
14.	Dr. Mukesh Gupta	CS	Spoken Tutorial
	Dr. Neha Srivastava	CE	Spoken Tutorial
15.	Dr. D. K. Sharma	CE	Chief Coordinator, NPTEL Local Chapter
16.	Dr. Rishi Vyas	Physics	D-Space, National Digital Library
17.	Mr. Praveen Saraswat	ME	E-yantra
	Mr. Manoj Kumar Sain	ME	E-yantra
	Ms. Vinita Agarwal	EC	E-yantra
	Mr. Pallav Rawal	EC	E-yantra
18.	Dr. Neha Purohit	English	Toastmasters Club
19.	Dr. Neha Purohit	English	Chief Editor, SKIT Times
20.	Shri M. L. Bhargava	Advisor	E-Cell (Topaz)
21.	Dr. Mukesh Gupta	CS	M. Tech. Coordinator (CS/IT)
	Shri P. K. Jain	EC	M. Tech. Coordinator (EC)
	Shri Ankit Vijay	EE	M. Tech. Coordinator (EE)
	Shri Ankit Agarwal	ME	M. Tech. Coordinator (ME)
22.	Dr. Mukesh Gupta	CS	Dy. HOD-CS
	Dr. Mukesh Arora	EC	Dy. HOD-EC
	Shri Pankaj Dadheech	IT	Dy. HOD-IT
	Shri Dheeraj Joshi	ME	Dy. HOD-ME
	Shri Ankush Tandon	EE	Dy. HOD-EE
	Dr. Neha Srivastava	CE	Dy. HOD-CE
23.	Ms. Rubaldeep Gill	CS	Incharge T.T. (CS/IT)
	Ms. Monika Mathur	EC	Incharge T.T. (EC)
	Mr. Ankit Vijayvergiya	EE	Incharge T.T. (EE)
	Dinesh Kumar Sharma	ME	Incharge T.T. (ME)
	Priyanka Gupta	CE	Incharge T.T. (CE)
	Dr. Sangeeta Gupta	Maths.	Incharge T.T. (B. Tech. I year)
24.	Mr. Mehul Maharishi	CS	Member, Library Committee
	Mr. I.B. Abrol	English	Member

PRINCIPAL  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

	Dr. Manu Augustine	ME	Member
	Mr. Nihit Giri	EE	Member
	Dr. Rukhsar Zafar	EC	Member
	Mr. Nishant Sachdeva	CE	Member
	Mr. Atul Gupta	MS	Member
25.	Dr. Sangeeta Vyas	Chem.	Incharge, Women's Grievance Cell
	Dr. Sangeeta Gupta	Maths.	Member
	Ms. Swati Arora	EC	Member
26.	Dr. Alok Mathur	ME	Cast based Discrimination Committee
	Ms. Rammurti Meena	EE	Member
	Dr. Sharda Soni	Chem.	Member
27.	Dr. Archana Saxena	Chem	SWAYAM
28.	Mrs. Rachana Meel	Registrar	Grievance Redressal Committee
	Dr. Akash Saxena	EE	
	Mr. Neeraj Dhawan	CS	
29.	Dr. Archana Saxena	Chem.	Coordinator- Alumni Association
	Mr. Neeraj Dhawan	CS	Member
30.	Mr. M. K. Beniwal	CS	Coordinator-Sports & Games
	Mr. Ajeet Kumar Singh	PTI	Member
31.	Mr. Pradeep Sihag	Hostel Manager	Canteen

The following one member was absent -

① Mr. Neeraj Dhawan

One member Mr. Neeraj Dhawan was absent -



**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

SKIT OFFICE/2017/72A

Date: 21.7.2017

**NOTICE**

Anti Ragging Squad consisting of the following staff members is constituted for the session 2017-2018.

S. No.	Name	Department	Contact No.
1.	Dr. Rishi Vyas	Physics	9828540040
2.	Dr. Sangeeta Vyas	Chemistry	9413237437
3.	Dr. Sangeeta Gupta	Mathematics	9414455719
4.	Dr. Lalit Gehlot	English	9261159955
5.	Mr. Ankit Kr. Agarwal	ME	9799497945
6.	Mr. Pramod Jain	ME	9414656550
7.	Dr. Ona Ladiwal	MBA	8302020007
8.	Mr. Kailash Soni	CS/IT	9460066186
9.	Mr. Manoj Nama	CS/IT	9413691401
10.	Mr. Bharat Modi	EE	9680611209
11.	Mr. Abhishek Gupta	EE	9462326804
12.	Mr. C.P. Jain	Mathematics	9414851397
13.	Mr. Man Mohan Sharma	CE	9166012455
14.	Mr. Ankit Sharma	CE	7737238044
15.	Mr. Jagdish Raj Choudhary	House Manager	9694097631
16.	Mr. Ajeet Kumar Singh	Sports Officer	9680190888
17.	Mr. Babulal Gurjar	Warden (Boys Hostel)	9694097586
18.	Mrs. Madhuri Chouhan	Warden (Girls Hostel)	9887499389

This squad shall function under the aegis of the Anti Ragging Committee.

*S. L. Surana*  
(Dr S.L. Surana)  
Director (Academics)

Copy to:

1. Director
2. Director (D&W)
3. Registrar
4. Principal
5. Advisers
6. OSD, Dean (MBA)
7. All HODs-EC,EE,CSE,IT,ME,CE,MS, & 1<sup>st</sup> Year, Phy,Chem., Maths, English
8. Chief Warden
9. All members of the committee

*[Signature]*

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

# Swami Keshvanand Institute of Technology, Management & Gramothan Jaipur

Date: 18/07/2017

## NOTICE

Anti Ragging Committee consisting of the following members is constituted for the session 2017-2018:

- |   |   |
|---|---|
| 1. Mr. Jaigal Meel                                | Director  |
| 2. Dr. S.L. Surana                                | Director (Academics)  |
| 3. Mrs. Rachana Meel                              | Registrar   |
| 4. Dr. Sudhir Calla                               | Director (D&W)  |
| 5. Dr Ramesh Kumar Pachar                         | Principal   |
| 6. Mrs Abba Meel                                  | Adviser   |
| 7. Prof. M.L. Bhargava                            | Adviser   |
| 8. Mrs. Hemlata Dullar                            | Principal, SKIP   |
| 9. Prof. Anil Choudhary                           | HOD (IT)  |
| 10. Prof. C. M. Choudhary                         | HOD (CS)  |
| 11. Prof. S.K. Bhatnagar                          | HOD (EC)  |
| 12. Prof. D.K. Sharma                             | HOD (CE)  |
| 13. Prof. N. K. Bantliya                          | HOD (ME)  |
| 14. Prof. Akash Saxena                            | HOD (EE)  |
| 15. Prof. Vikas Shrotriya                         | HOD (Dept. of MBA)  |
| 16. Prof. Sudha Calla                             | HOD, BSMH   |
| 17. Mr. R.K. Tripathi                             | Representative of parents                                   |
| 18. Mr. Milind Sharma                             | Final Year  |
| 19. Ms Priya Kulhar                               | Third Year  |
| 20. Ms Niharika                                   | Second Year   |
| 21. Mr. Swaram Tripathi                           | Second Year   |
| 22. Representative of Freshers' category          | To be nominated after the<br>commencement of 1 Sem. Classes |
| 23. Mr. Pradeep Sihag                             | Chief Warden  |
| 24. Representative of civil administration        |   |
| 25. Representative of police administration       |   |
| 26. Representative of local media                 |   |
| 27. Representative of Non Government Organisation |   |

Copy for: All members of the committee.

*S. L. Surana*  
(Dr. S.L. Surana)  
Director (Academics)

*P. K.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

SKIT/GGC/2017/


Date: 27-9-2017


**Women Grievance Cell**

Following are the members of Women Grievance cell for the session 2017-18.

S. No.	Faculty	Department	Contact No.	Email id
1	Dr. Sangeeta Vyas	Chemistry	9413237437	sangeetanandini@gmail.com
2	Dr. Sangeeta Gupta	Mathematics	9414455719	sangeeta11rc@gmail.com
3	Ms. Swati Arora	Electronics	9314638177	aroraswati14@gmail.com

The cell will process all complaints very confidentially whether received orally or in written.

  
(Dr. Sangeeta Vyas)  
(co-ordinator)



Copy to:

1. Director
2. Director(Academics)
3. Director(D &W)
4. Principal
5. Registrar
6. Committee members
7. All notice boards (including Girls hostel)

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagara, Jagatpura, JAIPUR-25

**Swami Keshvanand Institute of Technology, Management & Gramothan,  
Ramnagar, Jagatpura, Jaipur**

Proctorial Board consisting of the following staff members is constituted for session 2016-17.

S. No.	Name	Department	Designation	Contact no.
1	Mr. Ashish Nayyar	ME	Chief Proctor	+91-9694026263
2	Mr. Pramod Jain	ME	Deputy Chief Proctor & Head Proctor ME Dept.	+91-9414656550
3	Mr. Saurabh Gupta	ME	Proctor	+91-7737684164
4	Mr. Sanjay Bairwa	ME	Proctor	+91-7742902528
5	Mr. Arun Beniwal	ME	Proctor	+91-9887102200
6	Mr. Virendra Nagar	ME	Proctor	+91-9887897493
7	Mr. Naveen Jain	CS / IT	Proctor	+91-9928795887
8	Mr. Harpreet Singh Gill	CS / IT	Deputy Chief Proctor & Head Proctor CS/IT Dept.	+91-9462694625
9	Ms. Sanju Choudhary	CS / IT	Proctor	+91-9983918945
10	Ms. Sushila Vishnoi	CS / IT	Proctor	+91-9214419555
11	Mr. Kailash Soni	CS / IT	Proctor	+91-9460066186
12	Mr. Shubham Gupta	CS / IT	Proctor	+91-8502862783
13	Mr. Anil Prajapati	CS / IT	Proctor	+91-9950069040
14	Ms. Niketa Singhal	CS / IT	Proctor	+91-8290094015
15	Mr. Neeraj Jain	ECE	Proctor	+91-8290094015
16	Mr. Lalit Lata	ECE	Head Proctor ECE Dept.	+91-9982463217
17	Ms. Rajni Idiwai	ECE	Proctor	+91-9468845356
18	Mr. Ankit Agarwal	ECE	Proctor	+91-7891310054
19	Ms. Nivedita Chouhan	ECE	Proctor	+91-9887912122
20	Mr. Awadesh Sharma	EE	Head Proctor EE Dept.	+91-9783840829
21	Mr. Ramesh Prakesh	EE	Proctor	+91-8290566205
22	Ms. Baibhav Bishal	EE	Proctor	+91-9529807101
23	Mr. Aakash Deo	EE	Proctor	+91-9784440886
24	Mr. Amit Kumar jakhar	CE	Head Proctor ECE Dept.	+91-9414514218
25	Mr. Ajay Mandrawalia	CE	Proctor	+91-9001620826
26	Ms. Priyanka Gupta	CE	Proctor	+91-9785016781
27	Mr. Jitendra B. Jangid	CE	Proctor	+91-9166250078
28	Mr. Sumit Gupta	Mathematics	Proctor	+91-9929764461
29	Dr. Vijay Singhal	Mathematics	Proctor	+91-9214517850
30	Mr. Pawan Kumar Jain	Physics	Proctor	+91-9413816497
31	Mr. Ajay Kumar Sharma	Physics	Proctor	+91-8829019281
32	Dr. Meena	Chemistry	Proctor	+91-9460100020
33	Dr. Anurag Sharma	Chemistry	Proctor	+91-9460386437
34	Dr. Lalit Gehlot	English	Head Proctor First Year Dept.	+91-9261159955
35	Dr. Deepa Sarabhai	English	Proctor	+91-9785572269
36	Mr. Atul Gupta	MBA	Proctor	+91-9829510357

*S. L. Surana*  
Dr. S. L. Surana  
Director (Academics)

Copy to :

Directors, Director (D&W), Registrar, Principal, Hostel Warden, All HOD's, All members of committee

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

SKIT/2016-17/604

Date: 01.10.2016

NOTICE

In reference to forwarded email message received from: Dean Academic Affairs <rtu.dir.acad@gmail.com> Date: Fri, Sep 30, 2016 at 2:56 PM along with the enclosed UGC letter: D.O.No.F.1 -7/201 1 (SCT), regarding discrimination of SC, ST students on grounds of social origin. This is hereby brought into the notice of all concerned that to prevent Caste based discrimination in the Institute following points should be noted by all faculty/officials:

1. The Officials/faculty members should desist from any act of discrimination against SC/ST students on grounds of their social origin.
2. The website incharge Prof. Harminder Singh Multani is hereby given the responsibility to develop a page on the Institute's website for lodging complaints of caste discrimination by SC/ST students.
3. The deputy registrar is assigned the responsibility to place a complaint register in the Registrar/Principal Office for the same purpose.

The official/faculty members are hereby further notified and advised not to indulge in any kind of discrimination against any community or category of students. In fact the officials/faculty members of the Institute should be more sensitive while dealing with such incidents of caste discrimination. If any such incident comes to the notice of the authorities, action will be taken against the erring official/faculty members.

The following committee will take care to prevent the discrimination of against SC, ST Students on grounds of social origin and also authorized to take action against the defaulters.

Name of Faculty	Designation & Department	Mobile/email
Dr. Alok Mathur	Professor, Dept. of M.E.	9351617151
Dr. (Mrs.) Sharda Soni	Asso. Prof., Dept. of Chemistry	9414443474
Mrs. Rammurti Meena	Astt. Prof., Dept. of E.E.	9261167241

The committee members should forward the Action Taken Report (as enclosed on page no.2) to the Principal for onward transmission to UGC in the prescribed format on the email: sctsection@gmail.com. The format is also available on UGC website [www.ugc.ac.in](http://www.ugc.ac.in).

*S. K. Sunna*  
Dr. S. K. Sunna  
(Director Academics)  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

**Swami Keshvanand Institute of Technology, Management & Gramothan,  
Ramnagaria, Jagatpura, Jaipur**

Anit Ragging Squad consisting of the following staff members is constituted for the session 2016-2017.

S. No.	Name	Department	Contact no.
1	Dr. R. K. Jain	Physics Department	9468640549
2	Dr. Sangeeta Vyas	Chemistry Department	9413237437
3	Dr. Sharda Soni	Chemistry Department	9414443474
4	Dr. Niraja Saraswat	English Department	9413129311
5	Mr. Dheeraj Joshi	ME Department	9460355422
6	Dr. Ona Ladiwal	MBA Department	8302020007
7	Mr. Saurabh Ranjan	CS/IT Department	9694342222
8	Mr. Manoj Nama	CS/IT Department	9413691401
9	Mr. Bharat Modi	EE Department	9680611209
10	Mr. Abhishek Gupta	EE Department	9462326804
11	Mr. Nawal Kishore Jangid	Mathematics Department	9680332037
12	Mr. Amit Kumar Jakhar	CE Department	9660736715
13	Mr. Jagdish Rai Choudhary	House Manager	9694097631

*S. L. Surana*  
Dr. S. L. Surana  
Director (Academics)

**Copy to :**

Directors, Director (D&W), Registrar, Principal, Hostel Warden, All HOD's, All members of committee

*P*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25



Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagaria (Jagatpura) Jaipur-17

Date: 15.07.2016

SKIT/CB/ICT/2016-17/

NOTICE

Anti Ragging Committee consisting of the following staff members is constituted for the session  
2016-17.

1	Mr. Jaijpal Meel	Director
2	Dr. S. L. Surana	Director (Academics)
3	Ms. Ruchma Meel	Registrar
4	Dr. Siddhir Kumar Calla	Director (D&W)
5	Prof. M. L. Bhargava	Adviser
6	Prof. Ramesh Kumar Pachar	Principal
7	Prof. Hemlata Dullar	Principal, SKIP
8	Prof. N. K. Banthiya	HOD-ME
9	Prof. Anil Choudhary	HOD-IT
10	Prof. C.M. Choudhary	HOD-CS
11	Prof. S.K. Bhatnagar	HOD-EC
12	Shri E. N. Dutt	HOD-CE
13	Dr. Vikas Shrivastava	Professor- MBA
14	Prof. Archana Saxena	HOD-Chemistry
15	Mr. Pradeep Sihag	Chief Warden
16	Ms. Madhuri Chouhan	Warden (Girls Hostel)
17	Mr. Santosh Kumar Sharma	Representative of parents
18	Mr. Gurukul	ME-III Year
19	Mr. Anubhav Shrivastava	CS-III year
20	Mr. Arpit Khandelwal	IT-III year
21	Mr. Gurpreet Singh	CE-III year

  
PRINCIPAL

Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria, Jagatpura, JAIPUR-25

Swami Keshvanand Institute of Technology, Management & Gramothan  
Ramnagar (Jagatpura) Jaipur-17

22	Mr. Mohit Agrawal	EC-III year
23	Mr. Himanshu Gantam	EE-III year
24	Representative of fresher's category	To be nominated after the commencement of I Sem. Classes.
25	Representative of civil administration	
26	Representative of police administration	
27	Representative of local media	
28	Representative of Non Govt. Organization	

*S. L. Surana*  
(Dr. S. L. Surana)  
Director (Academics)

Copy to: All members of the committee

*[Signature]*

**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

SKIT/GGC/2016/

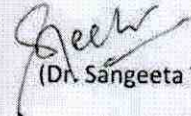
Date: 30-9-2016  
60-

**Women Grievance Cell**

Following are the members of Women Grievance cell for the session 2016-17.

S. No.	Faculty	Department	Contact No.	Email id
1	Dr. Sangeeta Vyas	Chemistry	9413237437	sangeetanandini@gmail.com
2	Dr. Sangeeta Gupta	Mathematics	9414455719	sangeeta11rc@gmail.com
3	Ms. Swati Arora	Electronics	9314638177	aroraswati14@gmail.com

The girls are free to register their complaints (if any) regarding any kind of harassment (physical, verbal or non-verbal) in the institute to any one of the committee members.

  
(Dr. Sangeeta Vyas)  
(co-ordinator)

Copy to:

1. Director
2. Director(Academics)
3. Director(D &W)
4. Principal
5. Registrar
6. Committee members
7. All notice boards (including Girls hostel)

  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25

SKIT/ 2016/

Date: 29.09.2016

### OFFICE ORDER

A Women's cell was constituted as per the decisions taken by the Academic and Management Council on June 4, 2013 with Dr. Sangeeta Vyas (Chemistry Dept.) as the coordinator and Dr. Sangeeta Gupta (Mathematics Dept.) and Ms. Sarita Choudhary (Mechanical Dept.) as the members.

Ms. Swati Arora (EC Department) is appointed as the member of the Women's Cell against the vacant position created due to resignation of Ms. Sarita Choudhary from the Institute. The order is effective from October 1, 2016.

*S. L. Surana*  
**Dr. S. L. Surana**  
Director (Academics)

**Copy to:**

1. *Dr. Sangeeta Vyas, Coordinator, Women's Cell*
2. *Ms. Swati Arora, EC Dept.*
3. *File*

*P. L.*  
**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagaria Jagatpura, JAIPUR-22

Swami Keshvanand Institute of Technology, Management &  
Gramothan, Jaipur

SKIT/2016/583 B


Date: 19/8/2016

NOTICE


(Grievance Redressal Committee)

This is to inform all concerned that the Grievance cum Complaint Redressal Committee is reconstructed for session 2016-17. The committee shall be operative and functional with immediate effect and following officials are nominated as the members.

1. Smt. Rachna Meel, Convener
2. Dr. Ramash Kumar Pachar, Chairperson
3. Dr. Akash Saxena, Vice Chairperson

  
(Dr. S. L. Surana)  
Director Academics

Copy to :  
Director  
All HODs  
All Committee Members  
Employees by circulation  
Institute website  
All Notice Boards



**PRINCIPAL**  
Swami Keshvanand Institute of  
Technology, Management & Gramothan  
Ramnagar, Jagatpura, JAIPUR-25