



DEPARTMENT OF CIVIL ENGINEERING

Ref No. 138/270625 ORDER

Date: 27/06/25

Responsibilities Assigned to Faculty Members for Academic Year 2025-2026

S. No.	Activity	Name of Faculty Member
1	Class Coordinator – B.Tech 1 st Year	Dr. Raghvendra Sahu Dr. Reema Sharma
2	Class Coordinator – B.Tech 2 nd Year	Dr. Mohit Kumar Dr. Mali Shivashankar
3	Class Coordinator – B.Tech 3 rd Year	Prof. A. K. Saxena Dr. Hemant Shrivastava
4	Class Coordinator – B.Tech Final Year	Dr. Prachi Singh Dr. Abhilash Shukla
5	Class Coordinator ME CTM 1 st & 2 nd Year	Prof. Gautam Bhadoriya
6	Class Coordinator M.Tech Structural Design 1 st Year	Dr. S. K. Jain Dr. Rohit Ralli
7	Ph.D. Coordinator (RGPV & MITS DU)	Dr. Prachi Singh
8	Time Table (Class, All Departmental Level Exams etc.) including conduction of Mid Sem/Minor Exams	Prof. Aditya Agarwal, Coordinator Dr. Mohit Kumar, Co-Coordinator Dr. Reema Sharma, Co-Coordinator
9	Board of Studies (BoS) (MITS DU) Coordinator	Prof. Aditya Agarwal
10	Board of Studies (BoS) (RGPV) Coordinator	Dr. Prachi Singh
11	OBE (All works of OBE including curriculum feedback from different stakeholders)	Dr. Hemant Shrivastava, Coordinator Dr. Raghvendra Sahu, Co-Coordinator Dr. Mali Shivashankar, Co-Coordinator
12	SWAYAM/ NPTEL	Dr. Mali Shivashankar, Coordinator Dr. Raghvendra Sahu, Co-Coordinator
13	Website & Social Media Related Works	Dr. Abhilash Shukla, Coordinator Dr. Raghvendra Sahu, Co-Coordinator Dr. Reema Sharma, Co-Coordinator
14	NBA/NAAC related works (Including AQAR filling etc) and Database Management	Prof. Aditya Agarwal, Coordinator Dr. Abhilash Shukla, Coordinator Dr. Hemant Shrivastava, Co-Coordinator Dr. Reema Sharma, Co-Coordinator Dr. Raghvendra Sahu, Member Dr. Mohit Kumar, Member Dr. Mali Shivashankar, Member
15	Faculty Feedback on IMS/IUMS and MOODLE	Dr. Prachi Singh, Coordinator Dr. Mali Shivashankar, Co-Coordinator
16	GATE	Dr. S. K. Jain, Coordinator Dr. Mohit Kumar, Co-Coordinator
17	Internship	Dr. Abhilash Shukla, Coordinator Dr. Rohit Ralli, Co-Coordinator

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18	Remedial Classes	Dr. Prachi Singh, Incharge
19	Training & Placement Cell	Prof. A. K. Saxena, Advisor Dr. Abhilash Shukla, Coordinator Dr. Hemant Shrivastava, Member Dr. Mohit Kumar, Member Student Representatives from B.Tech Civil 2 nd Year, 3 rd Year and Final Year
20	Departmental Newsletter	Dr. Prachi Singh, Incharge Dr. Rohit Ralli, Co-Incharge Dr. Mali Shivashankar, Member 04 student members from B.Tech Civil to be selected by Incharge / Co-Incharge
21	Academic Audit / Lab Audit	Prof. A. K. Saxena, Convenor Prof. Aditya Agarwal, Coordinator Dr. Hemant Shrivastava, Co-Coordinator Dr. Abhilash Shukla, Member Dr. Reema Sharma, Member Dr. Mohit Kumar, Member
22	NSS/ Outreach / Extension Activity	Dr. Rohit Ralli
23	NEC/ CNEC Coordinator	Prof. Gautam Bhadoriya
24	Turnitin / Plagiarism Check	Dr. Raghvendra Sahu, Incharge Dr. Mali Shivashankar, Co-Incharge
25	Question Paper Analysis & Result Analysis	Prof. Gautam Bhadoriya, Coordinator Dr. Hemant Shrivastava, Coordinator Dr. Mohit Kumar, Co-Coordinator
26	Alumni Network & Interaction	Prof. A. K. Saxena, Advisor Dr. Hemant Shrivastava, Coordinator Dr. Rohit Ralli, Co-Coordinator
27	Industry Institute Interaction / MoU	Dr. S. K. Jain, Advisor Dr. Abhilash Shukla, Coordinator Dr. Reema Sharma, Member Dr. Raghvendra Sahu, Member Dr. Rohit Ralli, Member
28	Gender Awareness	Dr. Reema Sharma, Coordinator Dr. Rohit Ralli
29	Environmental & Sustainability Awareness	Prof. A. K. Saxena Prof. Aditya Agarwal Dr. Prachi Singh

Dr. Sanjay Tiwari
Prof. & Head, C.E.D.

E-Copy To:

1. All the Faculty Members of the Department