

**CHAIRPERSONS / COORDINATORS AND MEMBERS OF ACADEMIC CELLS**
**I. ACADEMIC PROGRAMME CELLS:**

S. No.	Name of the Cell/Committee	Name of the Chairperson	Link Faculty	Members of the Committee/Cell	Activity Coverage
(1)	(2)	(3)	(4)	(5)	(6)
1.	<b>PGDFM Admissions Cell (PAC)</b>	Dr. Yogesh Dubey	Dr. Ashutosh Verma	Dr. Jayashree Dubey Dr. C S Rathore	<ul style="list-style-type: none"> <li>• Admission processes for PGDFM,</li> <li>• Proposing and steering modernisation and updating of admission processes</li> <li>• Organisation of Orientation Programme</li> <li>• Any other related issue.</li> </ul>
2.	<b>PGDFM Curriculum Cell (PFM Cell)</b>	Dr. Ashutosh Verma	Dr. C S Rathore	Dr. Yogesh Dubey Dr. Sandeep Tambe Dr. Jigyasa Bisariya	<ul style="list-style-type: none"> <li>• PGDFM, Curriculum operationalisation</li> <li>• Preparation of Results and attending to other related issues</li> <li>• Processing Guest Faculty proposals etc.</li> <li>• Periodic/Annual Revision and upgradation of Rule Books and other documents</li> <li>• Academic Council activities</li> <li>• Organisation of Convocation</li> <li>• Any other related issue.</li> </ul>
3	<b>FPM &amp; Ph.D (FRIDU) (Admissions &amp; Curriculum) (FPAC)</b>	Dr. Suprava Patnaik	Dr. Rekha Singhal	Dr. B.K. Upadhyay Dr. Jigyasa Bisaria Dr. Pradeep Chaudhry	<ul style="list-style-type: none"> <li>• FPM and Ph.D Admissions and Curriculum operationalisation</li> <li>• Preparation of Results and attending to other related issues</li> <li>• Periodic/Annual Revision and upgradation of Rule Books and other documents</li> <li>• Ph D course and liaison with the FRI Deemed University</li> <li>• Organisation of Convocation</li> <li>• Any other related issue.</li> </ul>
4	<b>M.Phil. (Admission &amp; Curriculum) (MAC)</b>	Dr. Parul Rishi	Dr. Jayashree Dubey	Dr. U.K. Sarma Dr. Arvind Bijalwan	<ul style="list-style-type: none"> <li>• M.Phil Admissions and Curriculum operationalisation</li> <li>• Liaison and interaction with the Sourashtra University</li> <li>• Any other related issue.</li> </ul>
5	<b>Field work Cell (FWC)</b>	Dr.Sandeep Tambe	Dr. C P Kala	Dr. Arvind Bijalwan	<ul style="list-style-type: none"> <li>• Coordinating the Field works related to various programmes as well as the Field work components of different courses</li> <li>• Preparing Fieldwork goals and objectives.</li> <li>• Related documentation</li> <li>• Any other related issue.</li> </ul>
6	<b>Placements and Summer Internships Cell (PSIC)</b>	Dr. U K Sarma	Dr. Advait Edgaonkar	Dr. Ashutosh Verma Dr. Yogesh Dubey Dr. Sandeep Tambe	<ul style="list-style-type: none"> <li>• Campus placements</li> <li>• Maintaining network with the Institutions and organisations for upgrading the Placement process</li> <li>• Conducting the Summer internship process and finalising the results</li> <li>• Documentation of Batch wise Placement details and related Tracking</li> <li>• Any other related issue.</li> </ul>

7	<b>IIFM Students Affairs and Alumni Liaison Cell (SAAC)</b>	Dr. Madhur Raj Jain	Dr. U K. Sarma	Dr. Jigyasa Bisaria Dr. Amitabh Pandey Dr. Sandeep Tambe Dr. S P Singh	<ul style="list-style-type: none"> <li>• Cultural and other Student Committees and extracurricular activities</li> <li>• Student related events such as Kalpataru, Conclaves, etc.</li> <li>• Network with Alumni &amp; organising Alumni meet.</li> <li>• Faculty Advisors and operationalisation of the concept</li> <li>• Mess management and discipline</li> <li>• Provide support to the operationalisation of the Student Mess: Timings, Food quality and Hygiene</li> <li>• Mess waste management</li> <li>• Mess Infrastructure maintenance and upgradation</li> <li>• Guide Mess Committee in maintaining proper accounts and organising audit from time to time</li> <li>• Any other related issue.</li> </ul>
8.	<b>Hostel Management Cell (HMC)</b>	Dr. K K Jha	Dr. Yogesh Dubey	Dr. K N Krishnakumar Dr. D. Debnath Dr. S P Singh Dr. Madhur Raj Jain	<ul style="list-style-type: none"> <li>• Hostel management and discipline</li> <li>• Hostel waste management</li> <li>• Hostel Infrastructure maintenance and upgradation</li> <li>• Any other related issue.</li> </ul>
9.	<b>Anti Ragging (AR)</b>	Dr. K K Jha	Dr. Yogesh Dubey	<ol style="list-style-type: none"> <li>1. Chairperson-SAAC</li> <li>2. Chairperson-PFM Admission</li> <li>3. Chairperson-PFM/MRM</li> <li>5. Chairperson-FPM Cell</li> </ol>	<ul style="list-style-type: none"> <li>• Responsible for executing the activities of raids, surprise raids, and other measures against ragging.</li> <li>• Any two member of the Committee can form Anti Ragging squad for alternative days raids or surprise raids.</li> <li>• In case of requirement, one Faculty Member may be opted as a Special invitee for surprise checks and raids.</li> </ul>
10.	<b>Central Disciplinary Committee (CDC)</b>	Dr. C S Rathore		<ol style="list-style-type: none"> <li>1. Chairperson-SAAC</li> <li>2. Chairperson-HMMC</li> <li>3. Chairperson PGDFM (Curriculum Cell)</li> <li>4. Chairperson MAC</li> <li>5. Chairperson FPAC</li> </ol>	<ul style="list-style-type: none"> <li>• Intra and Inter Class discipline.</li> <li>• Dealing with all disciplinary matters pertaining to the IIFM students..</li> <li>• Other related issues.</li> </ul>

## II. TECHNICAL ADMINISTRATION CELLS:

S. No	Name of the Cell/Committee	Name of the Chairperson	Link Faculty	Members of the Committee/Cell	Activity Coverage
1.	<b>Director's Advisory Committee (DAC)</b>	Prof. Pradeep Chaudhry	Dr. Sandeep Tambe	Dr. Yogesh Dubey Dr. Jayashree Dubey Dr. Advait Edgaonkar	<ul style="list-style-type: none"> <li>• Advise the Director on all administrative and financial matters that are referred to it by the Director</li> <li>• Bring forth to the notice of the Director suo moto any issue of urgent nature requiring immediate action</li> <li>• Put up any new idea / suggestion for the improvement of the institute</li> </ul>

2.	<b>Library Advisory Committee (LAC)</b>	Dr. Pradeep Chaudhury	Dr. Ashish David	Dr. Manmohan Yadav Dr. Bhaskar Sinha	<ul style="list-style-type: none"> <li>• Library and Archive Policy</li> <li>• Acquisition of Books, e-journals and e databases</li> <li>• Library management</li> <li>• Collaboration with other libraries and networking</li> <li>• Creation of a map/multimedia library</li> <li>• Any other related issue.</li> </ul>
3.	<b>Brand Value and Visibility Enhancement Cell (BVEC)</b>	Dr. Sharadindu Pandey	Dr. U K Sarma	Dr. Anup Upadhyay Dr. Parul Rishi	<ul style="list-style-type: none"> <li>• Creating options for Brand Value and Visibility</li> <li>• Planning events and days</li> <li>• TBTL and Panel Discussions</li> <li>• Experts databases</li> <li>• Any other related issue.</li> </ul>
4	<b>Faculty Council Member Secretary (FC)</b>	Dr. Rekha Singhal	Dr. CVRS Vijay Kumar	All faculty	<ul style="list-style-type: none"> <li>• Meetings of the Faculty Council</li> <li>• Proceedings and actions on the decisions</li> <li>• Overall coordination of faculty administration</li> <li>• Any other related issue.</li> </ul>
5	<b>Consultancy Services Cell (CSC)</b>	Dr. Madhu Verma	Dr. Ashutosh Verma	Dr. C.V.R.S. Vijay Kumar Dr. M.D.Omprakash	<ul style="list-style-type: none"> <li>• Operationalising the Consultancy rules</li> <li>• Building databases for consultancy</li> <li>• Tracking the consultancy projects</li> <li>• Institutional Consultancy Perspective Plan</li> <li>• Any other related issue.</li> </ul>
6	<b>MDP Cell (MDPC)</b>	Dr. C S Rathore	Dr. Manmohan Yadav	Dr. Bhaskar Sinha Dr. Jigyasa Bisaria Dr. Pradeep Chaudhry	<ul style="list-style-type: none"> <li>• MDP Manual</li> <li>• Timely planning for MDPs both sponsored and fee based</li> <li>• Preparing the reports and taking timely corrections</li> <li>• Prospecting Sectoral Training and Capacity Building Programmes.</li> <li>• Any other related issue.</li> </ul>
7	<b>Printing &amp; Publications Cell (PPC)</b>	Dr. K.N. Krishnakumar	Dr. Jayashree Dubey	Dr. S.P. Singh Dr. Arvind Bijalwan Dr. Anand Vadivelu	<ul style="list-style-type: none"> <li>• Centrally assisting the publishing and printing work</li> <li>• Editorial assistance to the Faculty and the Directorate through empanelled editors</li> <li>• Publishing Annual Reports</li> <li>• Newsletter</li> <li>• Other publication and printing work</li> <li>• Any other related issue.</li> </ul>
8	<b>Research Advisory Cell (RAC)</b>	Dr. B K Upadhyay	Dr. Yogesh Dubey	Dr. Advait Edgaonkar Dr. M D Omprakash Dr. S P Singh	<ul style="list-style-type: none"> <li>• Coordinating Research activities</li> <li>• Prioritisation of Research areas</li> <li>• Forwarding and submission of Research proposals</li> <li>• Administration of SGP of IIFM</li> <li>• Faculty Coordination for institutional Research prospecting.</li> <li>• Any other related issue.</li> </ul>

9	<b>Media Relations Cell (MRC)</b>	Dr. Anup Upadhyay	Dr. K.N. Krishnakumar	Dr. Jayashree Dubey Dr. Amitabh Pandey Dr. S P Singh	<ul style="list-style-type: none"> <li>• Interaction with the media, press, and other related organisations</li> <li>• Providing information for b-school rankings</li> <li>• Press releases and notes</li> <li>• Audio and video documentation and archival management</li> <li>• Website updating</li> <li>• Any other related issue.</li> </ul>
10	<b>Swachh Bharat Committee (SBC)</b>	Dr. C.P. Kala		OiC – Housekeeping OiC – Student Affairs Manager (Maintenance)	<ul style="list-style-type: none"> <li>• Initiatives and guidelines as laid down vide OM No.PPS/ASAP/2017 dated 6<sup>th</sup> June 2017</li> </ul>
11	<b>Support Services Committee (SSC)</b>	Dr. Manmohan Yadav		Dr. Sandeep Tambe Dr. Baskar Sinha Dr. Jigyasa Bisariya Shri.D.P.Singh-Convenor	<ul style="list-style-type: none"> <li>• To oversee the management of support services for effective delivery of IIFM academic activities</li> <li>• Formulate norms for support services and strategy for planning, monitoring and implementation to ensure provisioning of support services including IT &amp; Computing, Security, Catering, Housekeeping, Transportation, Maintenance &amp; Services of Building and Equipment</li> <li>• Ensure that all the persons employed by the service providers are treated in a just &amp; fair manner and their payments are made in accordance with the legal provisions.</li> </ul>
12	<b>IT &amp; Computer Services Cell</b>	Dr. Jigyasa Bisaria		Dr. C S Rathore Dr. Sandeep Tambe Dr. Madhur Raj Jain Mr. Devadevan	<ul style="list-style-type: none"> <li>• Streamline the IT &amp; Computing services for academic &amp; administrative activities</li> <li>• Technical guidance</li> </ul>