



SHRI VILE PARLE KELAVANI MANDAL'S
INSTITUTE OF TECHNOLOGY, DHULE

DEPARTMENT OF APPLIED SCIENCES AND HUMANITIES

Outward No: FY/AC/2023-24/001

Date: 01/08/2023

Departmental Review Committee (DRC)

Dept. of Applied Sciences & Humanities has Departmental Review Committee functioning for smooth execution of academics and cocurricular activities to ensure the quality check up. The core objective is to discuss, review, and implement the academic processes and procedures for complete academic year. The following are the members with their roles and responsibilities:

Sr.No	Name of Faculty	Role/ Responsibility	Sign
1	Dr. Tushar Shinde	Chairman & Head of Department	
2	Dr. Rajiv Junne	DRC Convenor Academic Coordinator Subject Expert (Comm Skills)	
3	Dr. Manoj Sonawane	Subject Expert (Engg Chemistry)	
4	Mr. Chandu Koli	Department Exam Coordinator Subject Expert (Engg Maths)	
5	Mr. Sachin Nerkar	Department Cultural Coordinator Subject Expert (Engg Physics)	
6	Mr. Yogesh Sonawane	Subject Expert (EG)	
7	Mr. Satish Patil	Subject Expert (EEE)	
8	Ms. Prerna Ikhar	Subject Expert (BCME)	
9	Mr. Mohammed Juneduddin	Subject Expert (Workshop Practices)	
10	Ms. Mayuri Kulkarni	Subject Expert (CPC)	
11	Mr. Sandip Ushkewar	Subject Expert (BEEE)	
12	Dr. Shakeelur Raheman	Dept. Sports Coordinator	
13	Mr. Lahu Aware	Department Newsletter Coordinator	
14	Mr. Prashant Gawade	Department Seminar Coordinator	

DRC is charged with following duties:

1. To plan and approve Dept. Academic Calendar and Institute and University Academic Calendar.





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2. To review, verify and approve implementation of academic plans.
3. To check, review and finalize Course Outcomes (COs).
4. To check, review and finalize CO-PO mapping.
5. To review PO attainment of previous years.
6. To identify curriculum gap and plan for the activity to bridge the gap.
7. To review assessment-rubrics for laboratory experiments and assignments.
8. To review the quality of internal assessment test papers along with answer keys and evaluation scheme.
9. To review seminar activity and provide suggestions for improvements, if any.
10. To act as a resource for academic and non-academic activities for assessing academic outcomes and program evaluation to make it learner centric and outcome-based.
11. To provide guidance to all faculty members to facilitate awareness about assessment practices.
12. To monitor the achievements of COs and POs.
13. To motivate the faculty and students for attending workshops, developing projects, working on models, paper publications, and research activities.
14. To encourage and facilitate students to participate in sport and cultural activities in intercollegiate competitions at university, state, and national levels.
15. To prepare periodic reports on program activities, progress, status, or other special reports.
16. To propose recommendations facilitating ongoing assessment practices which enhance institutional effectiveness.
17. To remain knowledgeable about the latest assessment tools, practices and guidelines.


Dr Rajiv Junne
Academic Coordinator




Dr Tushar Shinde
HOD