To

Faculty & Staff

From

Director

Dear All,

I am pleased to inform you that Prof. Rohit Kapoor is appointed as Dean (Planning and Development) with effect from April 1, 2024 for two years.

Roles and Responsibilities of Dean (Planning and Development) are given below:

- 1. Dean (P&D) shall be the Chair of the following committees:
  - Staff Development and Evaluation Committee
  - Need Based Financial Assistance
  - Academic Associates
  - Purchase committee
- 2. Dean (P&D) shall also be responsible for
  - Infrastructure Planning
  - Manpower Planning (Staff)
  - Budgeting & Control
- 3. Dean (P&D) will perform the role of COA in his absence or if the post lies vacant
- 4. Any other responsibility assigned by the Director

I am sure all of you will extend your wholehearted cooperation to Dean (P&D) and together we will take the institute to greater heights.

I place on record the contributions made by the outgoing Dean (P&D), Prof. Debasish Maitra to the Institute.

Warm Regards

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To

Faculty & Staff

From

Director

Dear All,

A new position of Associate Dean (Rankings, Accreditations and Internationalization) is being created.

Roles and Responsibilities of the Associate Dean (Rankings, Accreditations and Internationalization) are given below:

- Coordination of all Ranking Surveys
- Accreditations
- International relations and cooperation including student exchange.

The Associate Dean (Rankings, Accreditations and Internationalization) will work closely with Dean (Programmes) and report to the Director.

Prof. Shrihari Sohani is appointed to the above mentioned position for a period of two years with effect from April 1, 2024.

Consequently, the position of Chair, International Relations and Student Exchange, stands abolished.

I place on record the contributions made by the outgoing Chair, Prof. Mukul Gupta to this activity.

Warm Regards

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To

Faculty & Staff

From

Director

Dear Colleagues,

I am pleased to inform you that Prof. Debasish Maitra is appointed as Dean (Planning and Development) with effect from April 1, 2022 for two years.

## Roles and Responsibilities of Dean (Planning and Development) are given below:

- 1. Dean (P&D) shall be the Chair of the following committees:
  - Staff Development and Evaluation Committee
  - Need Based Financial Assistance
  - Academic Associates
  - Purchase committee
- 2. Dean (P&D) shall also be responsible for
  - Infrastructure Planning
  - Manpower Planning (Staff)
  - Budgeting & Control
- 3. Dean (P&D) will perform the role of CAO in his absence or if the post lies vacant
- 4. Any other responsibility assigned by the Director

I am sure all of you will extend your wholehearted cooperation to Dean (P&D) and together we will take the institute to greater heights.

I place on record the contributions made by the outgoing Dean (P&D), Prof. Dipayan Datta Chaudhuri to the Institute.

Warm Regards

To

Faculty & Staff

From

Director

Dear Colleagues,

I am pleased to inform you that Prof. Prabin Panigrahi is appointed as Dean (Faculty) with effect from April 1, 2022 for two years.

## Roles and Responsibilities of Dean (Faculty) are given below:

1. <u>Overall Objective</u>: To Ensure that the Institute has a motivated and productive faculty team in line with the institute's mission

## 2. Specific Activities

- Secretary to the Academic Council
- Member of Faculty Development & Evaluation Committee (FDEC)
- Member of different committees pertaining to research awards in place of Dean (Programmes)
- Faculty Development
- Faculty manpower planning
- · New faculty induction
- Implementation of incentives for faculty based on workload norms
- Faculty Recruitment Process (end-to-end)
- Timely follow-up of Faculty probation closure
- Timely follow-up of assessment of faculty in contractual positions including Professors of Practice
- · Granting Leave for Faculty
- 3. Any other responsibility assigned by the Director

I am sure all of you will extend your wholehearted cooperation to Dean (Faculty) and together we will take the institute to greater heights.

I place on record the contributions made by the outgoing Dean (Faculty), Prof. Pritam Ranjan to the Institute.

Warm Regards

To

Faculty & Staff

From

Director

Dear All,

I am pleased to inform you that Prof. Prashant Salwan is appointed as Dean (Programmes) with immediate effect till March 31, 2025.

Roles and Responsibilities of Dean (Programmes) are given below:

1. Overall Objective: Maintaining a high quality of all academic programmes.

## 2. Activities

- Inter-programme coordination
- Chair, Courses Committee for each programme
- · Chair, Domain Committee for PGP
- Chair, Accreditation
- · Coordination of Ranking surveys and NIRF
- 3. Any other responsibility assigned by the Director

I am sure all of you will extend your wholehearted cooperation to Dean (Programmes) and together we will take the institute to greater heights.

I place on record the contributions made by the outgoing Dean (Programmes), Prof. Saumya Ranjan Dash to the Institute.

Warm Regards

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