

Government Polytechnic, Washim
Electrical Engg Department
Portfolio Distribution
Session(2023-24)

Sr.No.	Name of Staff	Name of Portfolios
1	Mr. M. S. Kherde	1. Incharge Head of Department 2. First Year Class Co-coordinator/Mentor/ Admission I/c 3. Load Distribution I/c 4. SFR Calculation I/c 5. Departmental Store/Purchase I/c 6. Students Detention I/c 7. Expert/ Guest Lecture I/c 8. Cleanliness I/c 9. Departmental level CSR activities Coordinator 10. Initiatives for CEP/STTP/Testing Consultancy 11. Third Party Inspection/Consultancy 12. AICTE, DTE, etc related work 13. Computer Lab I/c 14. DAB & PAQIC File I/c
2	Mr. P. M. Lonarkar	1. Third Year Class Coordinator/Mentor/ Admission I/c 2. Time table I/c 3. Class Test I/c 4. Project/Seminar Coordinator 5. Student Feedback I/c 6. Visiting Lecture Coordinator 7. Departmental Course File I/c 8. Departmental Library I/c 9. Basic Electrical Engg & Power Lab I/c 10. Departmental Magzine /Newsletter I/c 11. Departmental Remedial/Refresher Lecture I/c 12. Students Curricular, Co curricular & Extracurricular activities I/c 13. Parents Meet Coordinator
3	Mr. S. D. Solanke	1. Second Year Class Coordinator/Mentor/ Admission I/c 2. End sem Practical Exam I/c 3. Result Analysis I/c 4. Industrial Visit Coordinator 5. Departmental Training & Placement I/c 6. In-plant Training I/c 7. Internal/External Monitoring Co-Coordinator 8. NBA Coordinator 9. Electrical Machine Lab I/c 10. Departmental Alumni I/c 11. CO-PO Mapping & Attainment I/c 12. Springboard, Swayam, MOOCS I/c


 H.O.D.

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