

Government Polytechnic Murtizapur
Department of Computer Engineering
Departmental Portfolio Distribution for Academic Year 2025-2026

NO. Comp.Engg/Acad/

Date: 01/07/2025

Sr.NO	Name of Portfolio		Name of Faculty and Supporting Staff
1	➤ Departmental Administration ➤ Departmental Store /Purchase In charge ➤ Industrial Training Incharge ➤ NBA In charge ➤ Technical Event coordinator ➤ Industrial Visit /Expert Lecture / workshops		Dr.P.R.Satav
2	➤ Internal Academic coordinator ➤ Parent Meet ➤ Feedback Collection and Analysis ➤ TPO coordinator		Smt.V M Aswar
			Mr.M.K.Tatte
3	➤ Time Table In charge/Load Calculation ➤ ISTE		Smt. S.R Patil
	➤ Practical Examination In charge		Smt. S.R Patil Shri. V K Pandit
4	➤ PA Test In charge		Shri V D Kale Shri. P O Bharsakle
5	➤ Departmental Library Incharge/		Shri V D Kale
6	➤ Result Analysis ➤ Seminar, Project coordinator		Smt.S S Chavan
		First Year	Smt. S.R Patil
7		Second Year	Smt.V M Aswar

	Class Teacher/ Admission In Charge	Third Year	Smt. S S Chavan
9	Girls Grievance committee		Smt. S.R Patil Smt V M Aswar
10	Detention (students)	First Year	Smt. S.R Patil
		Second Year	Smt V M Aswar
		Third Year	Smt. S S Chavan
11	Maintenance of Computer labs and equipment /Networking/Internet		Dr.P.R.Satav Shri. V K Pandit Shri. P O Bharsakle
12	Cleanliness/Hygiene		All Teaching Faculty Shri. V K Pandit Shri. P O Bharsakle Shri. Shri Jadhav
13	Laboratory Incharge	Programming lab-1(113)	Smt. V.R.Rathod
		Programming lab-2(124)	Smt. S.R Patil
		Hardware Lab(125)	Shri M K Tatte
		Linux Lab(127)	Smt. V M Aswar
		Networking & Internet Lab(115)	Shri V D Kale
		S/W Testing Lab(116)	Smt. S S Chavan
14	Project Mentoring for project competition		All teaching faculties and project guide
15	Students mentoring / Counseling	First year	Smt. S.R Patil
		First year	Smt. V D Kale
		First year	Smt. V.R.Rathod
		Second year	Smt V M Aswar
		Second year	Dr.P.R.Satav
		Third Year	Smt. S S Chavan
		Third Year	Shri M K Tatte
16	Organization of MOOCS/NPTEL /Spoken Tutorials /IUCEE webinars etc.		Shri M K Tatte



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Computer Engineering