



Shram Sadhana Bombay Trust's
COLLEGE OF ENGINEERING & TECHNOLOGY
BAMBHORI, POST BOX NO. 94, JALGAON- 425001. (M.S.)
Included Under Section 2(f) & 12(B) of the UGC Act, 1956
ISO 9001:2015 Certified



November 2021

EFFECTIVE LEADERSHIP

Phone: (0257) 2258393, 94, 95 Fax: (0257) 2258392
Website- www.sscoetjalgaon.ac.in Email: sscoetjal@gmail.com

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6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Describe a case study showing decentralization and participative management in the institution in practice within a maximum of 500 words

Response:

Effective leadership is essential for the growth and development of any organization. The institute has very dynamic and effective leadership in the form of management. Under their able guidance, the institute has grown by leaps and bounds. As decentralization and participative management, the institute has Governing Body (GB), College Development Committee (CDC), Principal, Vice Principal, Director (Academics), Director (Administration), Director (Technical Development), Director (Research and Development), Training and Placement Officer and Head of Departments (HODs).

The GB and CDC are constituted in accordance with the guidelines of AICTE. These bodies, and so as Principal, Vice Principal, Directors and HoDs, play pivotal role to accomplish the Vision and Mission of the institute. Regular meetings of these members are held for effective and smooth functioning of the institute. Principal being the leader of the institute not only provides the direction but also instrumental for consultative decision making. Regular meetings and consultative-decision-making give thrust to the growth of institute. Further, Assistant Registrar (Finance) and Registrar of the institute are also involved in the consultative decision making for the effective and smooth functioning. All HoD's are responsible for day to day administration of their department and timely reporting to Principal. Institute is also having various feedback mechanisms through which stakeholders can participate and can share their views, ideas, opinions or suggestions.

The institute always promotes culture of participative management. Institute has constituted various committees / bodies that have faculty representation like GB, CDC etc. Such representations ensure better understanding among all and smooth functioning of the institute. As member of committees, all faculty & staff members energetically participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards, vision and mission of the institute. Various committees constituted by the institute are Academics & Examination Committee, Proctorial Board and Students Grievance Redressal Committee, Time Table Committee, Library Committee, Cultural Activity Committee, Sports Committee, ISTE Students Chapter & IE (I) Committee, Training and Placement Activity, Alumni Coordination Committee, Website Committee, Computer Network and Internet Committee, Parents meet committee, Campus development committee, Hostel Committee, Women's Grievance Redressal Committee, Anti Ragging Committee, Anti Ragging Squad (Boy's and Girls Hostel).

Thus decentralization has shown a significant impact on the policy making, planning and management with reference to the engineering education.

**1] Appointment of Directors
(Director of Research & Development)**



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Grade B++ (2.91) NAAC Accredited

Website- www.ssoetjalgaon.ac.in
Email: ssoetjal@gmail.com
Principal: Dr. K.S.Wani
M. Tech., DBM, Ph.D.

Phone No. (0257) 2258393
Fax No. (0257) 2258392

Ref. No.COET/ *EstH/602/10* /20

Date: 15/10/2020

To,
Dr. M. Husain
HOD,
Civil Engg. Dept.

Subject :- Appointment as Director, Research & Development.

With reference to above and looking to your long and rich experience in the field of research and teaching, the management of the college has decided to appoint you as the Director, Research & Development for the period of two years w.e.f. 13/10/2020 to 12/10/2022.

The nature of your duties will be as follows

- 1) To take all initiatives to enhance research activities in the college.
- 2) To coordinate the ongoing research activities in the college.
- 3) To coordinate the research proposals being submitted by the faculty.
- 4) To supervise the quality of ongoing UG/PG projects in the college.
- 5) To track the various research funding schemes of funding authorities and to update HODs in this regard.
- 6) To take initiatives to enhance utilities of journals and libraries and equipments and laboratories.
- 7) To extend supervisory assistance for organizing conferences, STTPs, workshops etc. in the college.
- 8) To organize workshop for faculty / students regarding how to formulate, conduct, present research work etc.
- 9) Any other activity related with R&D.

K
15.10.2020
(Dr. K.S. Wani)
Principal

PRINCIPAL
SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001(M.S.)

- Copy to:-
1. Principal office
 2. Vice Principal office
 3. Registrar
 4. Est. Section
 5. O.S.

UG Programs- Engineering: Bio-Technology, Chemical, Civil, Computer, Electrical, Electronics & Telecommunication, Information Technology, Mechanical
PG Programs - Engineering: Computer, Electrical
- Management: MBA

(Director of Administration)



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Principal: Dr. K.S. Wani

M. Tech., DBM, Ph.D.

Phone No. (0257) 2258393

Fax No. (0257) 2258392

Ref. No. COET/ *Estt/605/10* /20

Date: 15/10/2020

To,
Dr. S.B. Pawar
Professor,
Civil Engg. Dept.

Subject :- Appointment as Director of Administration.

With reference to above and looking to your long and rich experience in the field of teaching and administration, the Management of the College has decided to appoint you as the Director of Administration for the period of two years with effect 13/10/2020 to 12/10/2022.

The nature of your duties will be to control and regulate administration activities of teaching and non teaching staff, such as attendance and discharge of duties, recruitment of staff and staff grievances, overall monitoring of university examinations, to constitute and monitor the functioning of various institute level committees, to finalize the service providers, upkeep of the premises and buildings, overall security arrangements, to take appropriate action for monitoring discipline in the premises, and to improve the overall ambience of College in its totality.

While discharging your duties you will take the co-operation of the Principal, HODs and Office staff and submit the report of your observations and recommendations to CDC & G.B. for approval.

K
15.10.2020
(Dr. K.S. Wani)

Principal

PRINCIPAL

SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001(M.S.)

- Copy to:-
1. Principal office
 2. Vice Principal office
 3. Registrar
 4. Est. Section
 5. O.S.

UG Programs- Engineering: Bio-Technology, Chemical, Civil, Computer, Electrical, Electronics & Telecommunication, Information Technology, Mechanical
PG Programs - Engineering: Computer, Electrical
- Management: MBA

(Director of Academic Development)



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Principal: Dr. K.S.Wani

M. Tech., DBM, Ph.D.

Phone No. (0257) 2258393

Fax No. (0257) 2258392

Ref. No.COET/ *ESTH604/10/20*

Date: 15/10/2020

To,
Dr. G.K. Patnaik
Professor,
Computer Engg. Dept.

Subject: Appointment as Director, Academic Development.

With reference to above this is to inform you that, you are appointed as a Director, Academic Development for the period of two years w.e.f. 13/10/2020 to 12/10/2022. The nature of your duties will be to regulate and control the day to day academic activities and keep the record of performance of teachers specially coverage of course contents in the theory and practical classes by each members of the teaching staff, to collect the feedback from the students and also to keep the record of day to day activities of each department in proper format for assessment and approval by CDC & G.B. from time to time.

K
15.10.2020
(Dr. K.S. Wani)

Principal
PRINCIPAL

SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001 (M.S.)

Copy to:- 1. Principal office

2. Vice Principal office

3. Registrar

4. Est. Section

5. O.S.

Rup
17/10/2020

UG Programs - Engineering: Bio-Technology, Chemical, Civil, Computer, Electrical, Electronics & Telecommunication, Information Technology, Mechanical
PG Programs - Engineering: Computer, Electrical
- Management: MBA

(Director of Technical Development)



Shram Sadhana Bombay Trust's
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Email: sscoetjal@gmail.com

Principal: Dr. K.S.Wani

M. Tech., DBM, Ph.D.

Phone No. (0257) 2258393

Fax No. (0257) 2258392

Ref. No. COET/Estt/603/110/20

Date: 15/10/2020

To,
Dr. K.P. Adhiya
Professor,
Computer Engg. Dept.

Subject :- Appointment as Director, Technical Development.

With reference to above and looking to your long and rich experience in the field of technical and teaching, the management of the college has decided to appoint you as the Director of Technical Development for the period of two years w.e.f. 13/10/2020 to 12/10/2022.

The nature of your duties will be to oversee all aspects of IT operations including Networking and Systems Infrastructure, ERP Maintenance and Support, overall management of website and intranet, to coordinate competitive examinations, online work of AICTE, DTE, University etc. to make MOUs / Agreements with institutes and organizations, to liaison with Microsoft and conduct Microsoft courses and motivate the students for doing such courses and to advise Principal in I.T./Computer relates activities.

You will submit the report of activities conducted to College Development Committee & Governing Body from time to time.

K
15.10.2020

(Dr. K.S. Wani)

Principal
PRINCIPAL

SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001(M.S.)

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UG Programs- Engineering: Bio-Technology, Chemical, Civil, Computer, Electrical, Electronics & Telecommunication, Information Technology, Mechanical
PG Programs - Engineering: Computer, Electrical
- Management: MBA

3] List of College Committees

SSBT's COLLEGE OF ENGINEERING & TECHNOLOGY, BAMBHORI, JALGAON

The following committees are re-constituted w.e.f. 5th September, 2020.

Sr. No.	Name of Committee
01	Academics & Examination Committee
02	Proctorial Board & Students' Grievance Redressal Committee
03	Time-Table Committee
04	Library Committee
05	Cultural Activity Committee
06	Sports Committee
07	ISTE Students' Chapter & IE (I) Activity Committee
08	Training & Placement Committee
09	Alumni Co-ordination Committee
10	Web-site Committee
11	Computer Network & Internet Committee
12	Parents Meet Committee
13	Campus Development
14	Constitution of Hostel Committee
15	Anti-Ragging Committee

Copy to:- 1) All HODs
2) Registrar/AR/OS
3) Principal office



W. M. D.
Registrar
Registrar

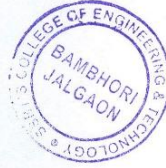
SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001(M.S.)

SSBT's COLLEGE OF ENGINEERING & TECHNOLOGY, BAMBHORI, JALGAON

Academics & Examination Committee

Sr. No.	Name of Member	Department	Designation
1.	Dr. S.P. Shekhawat	Vice Principal	Chairman
2.	Dr. K. S. Patil	HOD, Applied Science	Member
3.	Dr. V.R. Diware	HOD, Biotech/Chemical Engg.	Member
4.	Dr. G. K. Patnaik	HOD, Computer Engg. & DoA	Member
5.	Dr. M. Hussain	HOD, Civil Engg.	Member
6.	Mr. V.S. Pawar	HOD, Electrical Engg.	Member
7.	Dr. S. R. Suralkar	HOD, E&TC Engg.	Member
8.	Dr. Archana Bhavsar	HOD, I.T.	Member
9.	En. N.K. Patil	HOD, Mechanical	Member
10.	Dr. V.S. Rana	HOD, MBA	Member

- Copy to:- 1) All HODs
2) Registrar/AR/OS
3) Principal office



[Handwritten Signature]
Registrar
Registrar
SSBT's College of Engineering & Technology
Bambhori, Jalgaon-425001(M.S.)

Proctorial Board & Students' Grievance Redressal Committee

(As per guidelines of AICTE for students)

Sr. No.	Name of Member	Department	Designation
1.	Dr. P.J. Shah	Professor, E&TC Engg.	Chairman
2.	Dr. P.G. Damle	Associate Prof., Mechanical Engg.	Member
3.	Dr. S.A. Thakur	Assistant Prof., Chemical Engg. &TPO	Member
4.	Dr. M. Husain	HOD, Civil Engg.	Member
5.	Dr. S. R. Suralkar	HOD, E&TC Engg.	Member
6.	Dr. S. L. Patil	Professor, Civil Engg. & Rector	Member
7.	Dr. K.S. Patil	Assistant Prof., Applied Science	Member
8.	Dr. G. K. Patnaik	DoA, HOD, Computer Engg.	Member
9.	Dr. Archana Bhavsar	HOD, I.T.	Member
10.	Dr. V. S. Rana	HOD, MBA	Member
11.	Shri. R. R. Patil	O.S.	Member
12.	Shri. J. B. Sisodiya	Physical Director	Member
13.	Mrs. Raul P.H.	Girls' Hostel Superintendent	Member

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Registrar
Registrar
SSBT's College of Engineering & Technology
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4

SSBT's COLLEGE OF ENGINEERING & TECHNOLOGY, BAMBHORI, JALGAON

Time Table Committee: -

Sr. No.	Name of Member	Department	Designation
1.	Dr. K. S. Patil	HOD, Applied Science	Chairman
2.	Shri. Mahendra B. Patil	Asst. Prof., Applied Science	Member
3.	Shri. J. P. Parpalliwar	Asst. Prof., Biotechnology	Member
4.	Shri. V.P. Sangore	Asst. Prof., Chemical Engg.	Member
5.	Dr. Sonali B. Patil	Asst. Prof., Civil Engg.	Member
6.	Ms. Priti Sharma	Asst. Prof., Computer Engg.	Member
7.	Shri. S.K. Khode	Asst. Prof., E&TC Engg.	Member
8.	Shri. Suhas S. Shembekar	Asst. Prof., Electrical Engg.	Member
9.	Dr. Archana K. Bhavsar	Asst. Prof., IT	Member
10.	Shri. Mukesh B. Ahirrao	Asst. Prof. MBA	Member
11.	Shri. D.C. Talele	Asst. Prof., Mechanical Engg.	Member




Registrar
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4] Governing Body



GOVERNING BODY

Sr. No.	Name	Designation
1.	Shri. Raosaheb alias Rajendrasingh D. Shekhawat	Chairman
2.	Shri. Jayesh Rathore	Member
3.	Shri. S.R. Girase	Member
4.	Nominee of the AICTE- Regional Officer (Ex-officio)	Member
5.	An Industrialist/Technologist/Educationist from the region nominated by the regional committee as nominee of the Council, out of the panel approved by the Chairman of the Council	Member
6.	Dr. L.B. Gaikawad, Nominee of the Affiliating university	Member
7.	Prof. D.P. Nathe, Nominee of the State Government-DTE (Ex-officio)	Member
8.	Dr. K.B. Patil, An Industrialist from the region nominated by the State Govt.	Member
9.	Dr. K.S. Wani, Principal	Member Secretary
10.	Dr. S.P. Shekhawat, Professor	Faculty Member
11.	Dr. S.B. Pawar, Professor	Faculty Member




Registrar
SSBT's College of Engineering & Technology
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5] College Development Committee

SSBT's COLLEGE OF ENGINEERING & TECHNOLOGY, BAMBHORI, JALGAON

CONSTITUTION OF COLLEGE DEVELOPMENT COMMITTEE

Sr. No.	Name	Designation
1)	Shri Raosaheb alias Rajendrasingh D. Shekhawat	Chairman
2)	Shri. Y.K. Chitte <i>Management's nominee for Secretary</i>	Member
3)	Dr. G.K. Patnaik <i>HOD, Nominated by Principal</i>	Member
4)	Dr. S.B. Pawar, <i>Elected Faculty Member</i>	Member
5)	Shri. M.M. Ansari <i>Elected Faculty Member</i>	Member
6)	Mrs. Meera Deshpande <i>Elected Faculty Member</i>	Member
7)	Shri. S.R. Girase <i>Elected Non Teaching Staff Member</i>	Member
8)	Dr. K.N. Patil <i>Nominated from Educational Sector</i>	Member
9)	Shri. V.S. Mahajan <i>Alumni Nominated from Industrial Sector</i>	Member
10)	Dr. K.B. Patil <i>Nominated from Research Sector</i>	Member
11)	Shri. B.L. Ahirrao <i>Nominated from Social Work Sector</i>	Member
12)	Dr. S.P. Shekhawat <i>IQAC Coordinator</i>	Member
13)	Secretary, Student Council	Member
14)	Dr. K.S. Wani, <i>Principal</i>	Ex-officio Member Secretary



[Signature]
Registrar
SSBT's College of Engineering & Technology
Bambhori, Jalgaon- 425001 (M.S.)