COEP Technological University

Shivajinagar, Pune 411005

(A Unitary Public University of Government of Maharashtra)

Tel No: (020) 25507000/9 Fax No: 25507299 Email: vc@coeptech.ac.in

No. COEP TECH/VC OFFC/Scholarship Committee/2024/115

Date: 22nd February 2024

OFFICE ORDER

Sub: Formation of "Scholarships Committee".

The purpose of the Scholarships Committee is to oversee the annual scholarship(s) and to ensure the timely and fair disposition of scholarship(s) funds. The committee is charged with publicizing and soliciting applications and making decisions based on the students' responses. It is also the responsibility of the committee to distribute the scholarship(s) and follow up with recipient(s) to ensure the scholarship(s) awarded is received. It is the function of this committee to encourage, develop, and evaluate all scholarships programmes. The scholarship(s) committee will meet every other week or as and when required depending on the urgency of the matter and will report to Hon. Vice Chancellor.

The constitution of committee is as follows: -

Sr. No.	Name of the faculty/staff members	Role
1.	Dr. S. S. Ohol, Associate Professor, Department of Mechanical Engineering	Chairman
2.	Dr. Mahesh Shindikar, Assistant Professor, Applied Science.	Member
3.	Abhijeet Meenakshi, Assistant Professor, Computer Science Engineering	
4.	Mrs. Neelima Patil, Assistant Professor, Physics	
5.	Dr. Vijay Thavale, Assistant Professor, Metallurgy & Material Science	
6.	Dr Ashwini Kulkarni, Assistant Professor, Electronics & Telecommunication	
7.	Ms. Pooja Gandhile, Adjunct Faculty, Department of Planning	
8.	Ms Vinodini Bhole, Assistant Professor Department of Electrical Engineering	
9.	Mr. S U Ghunage, Assistant Professor Department of Manufacturing Engineering & Industrial Management	
10.	Ms. Ketaki Ghodinde, Assistant Professor, Instrumentation & Control Engineering	
11.	Dr S M Navghare, Assistant Professor Department of Civil Engineering	
12.	Dr S V Wagh, Assistant Professor Department of Mechanical	
13.	Dr. R. N. Ladhwe, Associate Professor & Training and Placement Officer	
14.	Mr. Amit Bajaj, Finance and Accounts Officer	
15.	Dr. D. N. Sonawane, Registrar	
16.	Mrs. Kanchan. S. Sukre, Accounts Section	Convener

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Responsibilities of the Scholarship Committee:

- To aware the students about various scholarship(s) schemes provided by University, Sate Government, Centre Government, NGOs, Industry, CSR funding from industry, Alumni private (person) scholarships.
- To conduct activities and workshops for Students to aware about various scholarship schemes for SC/ST/OBC/Minority etc.
- To maintain and update the Scholarship related information on website.
- To scrutinize scholarship(s) forms of the students and ensure to submit / process the same on time to the respective Department/Govt. schemes, etc.
- To ensure about proper and correct uploading of data of scholarships on various web portals and do necessary actions.
- To ensure maintaining of the scholarship records.
- To prepare SOP for various scholarship schemes.
- Provide input and guidance to the students about the scholarship application and process and are expected to keep themselves updated with procedures of scholarship(s).
- Encourage, develop, and evaluate all the scholarship programmes.
- Submit Annual report on the status of various scholarships to the Hon. VC
- Seek agenda items, advice, and counsel from constituents within line authority to be communicated Hon. Vice Chancellor and further to the BOG for policy decisions.
- Give publicity/awareness on social media including preparation of video clips on various Scholarship Schemes.

22.2.24

(Prof. Sunil Bhirud)
Vice Chancellor

cc:
1. Registrar
2. All Heads of the Department
3. All Deans
4. All Directors
5. Coordinator (IQAC)
6. Concerned faculty/staff member
7. CRO
8. T& P Office
9. Vice President (Gymkhana)
10. Vice President (Boat Club)
11. Coordinator (Central Computing and Networking Centre)
12. Ph.D Coordinator
13. PA to VC
14. Establishment Section
15. Student Section
16. Hostel
17. Library
18. Gymkhana Office
19. Helpdesk (for uploading on website)