## Manav Rachna University Estd. vide Haryana Act No. 26 of 2014 (Formerly Manav Rachna College of Engineering) Sector-43, Aravali Hills, Faridabad

F.NO MRU/OM-OO(4)/Vol.IV/2021/1568

## OFFICE ORDER

Dated: 14.11.2022

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The Competent Authority is pleased to assign the duties and responsibilities of Associate Dean (Academics) to the following faculty members with immediate effect until further orders.

Name of the Faculty	Position	Responsibility
1. Prof. S.K. Shukla, Professor, Dept. of Chemistry	Associate Dean (Academics) (Law, Education & Applied Sciences)	<ul> <li>Support Dean Academics in planning all matters related with academics,</li> <li>Framing Regulations/Ordinances for new Programs</li> <li>Ensure Research &amp; Development activities like publications &amp; patents, projects etc. increase several fold</li> <li>Support Dean Academics in implementation of all matters related with implementation, and monitoring academic polices for all programmes.</li> <li>Framing Regulations/Ordinances for new Programs</li> <li>Ensure Research &amp; Development activities like publications &amp; patents, projects increase several fold</li> </ul>
2. Prof. Jyoti Pruthi, Professor Dept. of CSE	Associate Dean (Academics) (Engineering & Management)	

They will perform such other functions as assigned by the Dean Academics and Vice Chancellor or other authorities of the University from time to time.

(Dr. K. Singh Registrar

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- 1., PS to Chancellor kind information of the Hon'ble Chancellor
- 2. PS to VP kind information of the Hon'ble Vice President
- 3. PS to VC kind information of the Hon'ble Vice Chancellor
- 4. PVC for kind information
- 5. All the Deans/Directors and HODs for kind information
- 6. Registrar, MREI
- 7. CF & AO / GM (Purchase, Audit, Inventory)

+ 2

- 8. Prof. S.K. Shukla, Professor, Dept. of Chemistry
- 9. Prof. Jyoti Pruthi, Professor Dept. of CSE
- 10. DR (Academics) & Dy. CoE/Dy. Librarian
- 11. Sports officer cum Manager, Operations

(Dr. K. Singh Registrat

Registrar

Dated: 14.11.2022

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