



No. Office/Dept./2017

20th July, 2017

NOTICE

Blackboard Committee for the A.Y. 2017-18

The following members are requested to form themselves into a Committee, which will look after the implementation of the Blackboard in the college for the Academic Year 2017-18.

Sr. No.	Name of the Faculty Member	Branch
1	Prof. Arjun Jaiswal (Co-ordinator)	Information Technology
2	Prof. Pradeep Talwelkar	Chemical Engineering
3	Prof. (Ms.) Bahar Soparkar	Electronics Engineering
4	Prof. (Ms.) Trupti Markose	Production Engineering
5	Prof. (Ms.) Shruti Dhodani	Biomedical Engineering
6	Prof. Rahul Taware	EXTC Engineering
7	Prof. Dhananjay Shukla	Mechanical Engineering
8	Prof. Pratik Kanani	Computer Engineering
9	Prof. (Ms.) Manisha Keshab	Applied Mathematics

Various responsibilities of the members of the committee will be as follows:

1. Creating Blackboard ids for newly joined faculty members of respective departments.
2. Creating Blackboard ids for newly admitted FE, ME and Ph.D. students of the department.
3. Creating Blackboard ids for newly admitted SE diploma students of the department.
4. Course creation (FE, SE, TE, BE, ME & Ph.D.).
5. Enrolment of faculty members in their respective courses as instructors.
6. Enrolment of students in their respective courses.
7. Faculty feedback form creation.
8. Enrolment of students in their respective branch and division for providing feedback.
9. Downloading student's feedback for analysis (branch and year wise).
10. Feedback analysis generation.

The above committee members are requested to note that the undersigned or the Vice-Principal (Academic) may issue from time to time any other relevant instructions other than the above, pertaining to the Blackboard implementation as per need.