

K. J. Somaiya College of Engineering, Vidhyavihar

Alumni Cell (2014-15)

Faculty In-charge:

1. Hetal Doshi, Faculty, EXTC
2. Rohini Nair, Faculty, COMPS

Student Team:

Alumni Executive Heads

1. Rushi Vajani, T.E. Electronics
2. Devang Savla, T.E. EXTC

Role of Alumni Executive Heads:

- **Leading** the council and ensuring team **coordination**.
- All finance related activities from **budgeting** to **reimbursements**.
- Needs to be up-to-date with every monetary transaction in **bills** and **cheques** pertaining to the committee.
- Expected to maintain highest level of **transparency** about financial transactions of the council.
- The point of contact between various **Alumni Cells** on the **Somaiya** campus.
- Preparing the calendar of alumni activity.
- Planning and deciding work details of every alumni event.
- Updating faculty about alumni events.
- Communicative with active alumni members for ideas.

Alumni Networking Team

1. Yash Parikh, T.E. Electronics
2. Akanksha Devikar, T.E. Mechanical
3. Archisha Hingu, T.E. EXTC

Roles of Alumni Networking Team:

- All the **official interactions and networking** with the alumni is handled by the team.
- The **link** between the alumni and the students for **recruitment and internships** in the particular field meeting the needs of both the Alumni and Students.
- **Sourcing content for social media, E-mails** and look over the database.
- **Maintaining contacts** of all alumni and keep them updated about all the events happening in our college.
- Creating contents for **Google forms, feedback forms**.

Alumni Management Team:

1. Dhrumil Shah, T.E. EXTC
2. Divya Guruvayurappan, T.E. EXTC
3. Aditya Somaiya, T.E. Electronics
4. Riya Mahawa, T.E. IT

Roles of Alumni Management Team:

- The team would be mainly responsible for **organizing** all alumni events in the college.
- **Coordinate** with every member of the committee for successful completion of all the activities and events.
- They would be responsible for **deciding** the **location and dates** of the alumni eTvents.
- The team would be **dealing** with **outside vendors** (food, decorations, etc).
- Deciding the content of the events (cultural, interactive sessions etc.)a

Alumni Coordination Team

1. Kartik Ganeshan (Head of alumni coordinators), T.E. EXTC
2. Anirudh Nagaraja, S.E EXTC
3. Sarthak Singh, S.E. IT
4. Amrut Chari, S.E. Mechanical
5. Afsheen Syed, S.E. IT

Role of Alumni Coordination Team:

- The **communication** with the alumni and students of KJSCE.
- Maintain the **database** of alumni and their details.
- **Coordinating** with the **alumni speakers** for different alumni events.
- Managing **Google Drive docs, feedback forms** and handle database of the whole network.
- Coordinating with all departmental **faculty in-charge and HOD's**.

Alumni Publicity Team

1. Dhruvin Doshi, T.E. Electronics
2. Isha Oza, T.E. IT
3. Jay Maru, S.E. IT

Roles of Alumni Publicity Team:

- The team would be responsible for **promotion** for any alumni event.
- Needs to keep the college **aware** of all the events and activities of the Committee and **maintaining relation** with the Alumni through **communication networks**.
- They are required to make class to class **announcements** and update **social media**.
- Publicize about the events through **posters/banners**.

Secretary of Alumni Affairs

Sahil Patel, S.E. EXTC

Roles of Secretary of Alumni Affairs:

- Maintain the collaboration between ***student's council and alumni cell***.
- ***Listing of alumni events*** as per the student's council events.
- The link to share and help connect with alumni for ***sponsorship purposes***.
- ***Publicize*** student council events on alumni social media platform.
- Providing alumni as ***judges*** for student council events.
- Informing PRO's of the student council to ***publicize alumni cell events***.

Design Head

Tony Thomas, B.E. Mechanical

Roles of Design Head:

- Looks after the ***designing*** and the ***creative*** activities for the committee.
- Responsible for designing all the ***flexes, banners, photographs*** and related work.
- Expected to have a good grip over ***designing and editing software tools***.

Dr. (Mrs.) Shubha Pandit

(PRINCIPAL)

Prof. S. A. Hanumante

(DEAN Student Affairs)

Hetal Doshi

(Faculty In-charge)

Rohini Nair

(Faculty In-charge)