

SVU/R/O/2023-24/63

7<sup>th</sup> November 2023

## **OFFICE ORDER**

### **University Infrastructure Committee**

This policy outlines the establishment, functions, and responsibilities of the Infrastructure Committee at Somaiya Vidyavihar University (SVU). The Infrastructure Committee is a critical body responsible for overseeing the planning, development, maintenance, and enhancement of the university infrastructure. Its primary goal is to ensure that SVU infrastructure supports the institution mission, provides a conducive learning and working environment, and aligns with the university strategic goals.

#### **Objectives:**

This Infrastructure Committee Policy aims to establish a well-structured and collaborative approach to infrastructure management at Somaiya Vidyavihar University. By promoting sustainability, innovation, and stakeholder involvement, the committee will play a crucial role in enhancing the university infrastructure to meet the evolving needs of its community.

#### **Functions and Responsibilities:**

##### **1. Infrastructure Planning and Development:**

- Conduct regular assessments of existing infrastructure and identify areas for improvement.
- Formulate a comprehensive infrastructure development plan aligned with the university strategic objectives.
- Prioritize infrastructure projects based on their urgency, relevance, and impact on stakeholders.
- Evaluate proposals for new construction, renovations, and major infrastructure initiatives.
- Ensure all infrastructure projects adhere to sustainable and eco-friendly practices.

##### **2. Budget Allocation and Resource Management:**

- Collaborate with relevant departments to establish budget requirements for infrastructure projects.
- Review and approve budget allocations for proposed infrastructure initiatives.
- Monitor spending and ensure efficient utilization of allocated funds.
- Seek external funding opportunities and partnerships to support infrastructure development.

##### **3. Infrastructure Maintenance and Safety:**

- Establish protocols for regular maintenance and safety inspections of campus buildings and facilities.
- Monitor the condition of infrastructure and ensure prompt repairs and upgrades when needed.
- Oversee the implementation of security measures for physical and digital infrastructure.

**4. IT Infrastructure and Digital Systems:**

- Review and approve IT infrastructure plans, including network upgrades and data management.
- Ensure robust cybersecurity measures are in place to safeguard university data and systems.
- Support the integration of technology to enhance teaching, learning, and administrative processes.

**5. Environmental Impact and Sustainability:**

- Promote environmentally friendly practices and green initiatives across all campuses.
- Encourage the adoption of renewable energy sources and sustainable infrastructure design.
- Monitor and evaluate the university's carbon footprint and develop strategies for improvement.

**6. Reporting and Accountability:** The Infrastructure Committee shall provide periodic reports to the SVU Management Council on the status of ongoing infrastructure projects, budget utilization, and any emerging infrastructure-related concerns.

**7. Policy Review:** This policy shall be subject to periodic review to ensure its effectiveness and alignment with the university objectives. Amendments may be made as needed with the approval of the SVU Management Council.

**Composition of the Committee**

**Official Email id : [infra.svu@somaiya.edu](mailto:infra.svu@somaiya.edu)**

Sr. No.	Name of the Member	Designation	Name of the Constituent College/Designation
1.	Dr. Suren Patwardhan	Convenor	K. J. Somaiya College of Engineering
2.	Dr. Makrand Kulkarni	Member	K. J. Somaiya College of Engineering
3.	Ms. Arti Bhargava	Member	K. J. Somaiya Institute of Management
4.	Dr. Manisha Gawde	Member	K.J. Somaiya College of Education
5.	Dr. Swati Maurya	Member	S. K. Somaiya College
6.	Ms. Anagha Wavhal	Member	K. J. Somaiya College of Dharma Studies
7.	Mr. Azzaz Khan	Member	Somaiya Sports Academy
8.	Mr. Varun Kapadia	Member	Somaiya School of Design
9.	Mrs. Kiran Sharma	Member	Department of Library & Information Science (DLIS)

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10.	Mrs. Mangal Parab	Member	Maya Somaiya School of Music and Performing Arts (MSSMPA)
11.	Mr. Mahaveer Devannavar	Member	General Manager- Information Technology
12.	Mr. Dilip Pokal	Member	Principal Architect
13.	Mr. Narendra Solanki	Member	Senior Engineer
14.	Mr. Dinesh Acharya	Member	General Manager-Infrastructure and Security
15.	Mr. Atul Naik	Member	Director - Purchase & Procurement
16.	Mr. Dipak Bhatt	Member	Lead Manager - Accounts & Finance

- The term of office of the committee shall be for 3 years.
- The committee shall meet at least twice a year.
- The convenor of the committee can call a Special Meeting at any time.
- The quorum of any meeting of the committee shall be one third of its members.

**Issued, as approved by the Vice Chancellor**

*Gilke*  
7/11/2023  
**Prof. Nandkumar Gilke**  
**Registrar**