



॥ Tamaso ma Jyotirgamaya ॥  
Shri Someshwar Shikshan Prasarak Mandal's

# Sharadchandra Pawar College of Engineering & Technology

Someshwarnagar, Tal. Baramati, Dist. Pune (Pin : 412 306 ) Maharashtra, India

NAAC Accredited - "B" Grade, DTE Code :- EN6795

Approved by AICTE New Delhi, Recognised by Govt. of Maharashtra &

Affiliated to Savitribai Phule Pune University, Pune, Id. No. PU/PN. Engg./445/2012

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Ref. No. : SPCOET / 36J / 2025 - 2026

Date : 29 / 07 / 2025

## CIRCULAR

### Social Media Cell

S. N.	Name of Faculty	Department	Committee Designation	Mobile No.
1	Dr. S. A. Deokar	Principal	Chairman	9823141287
2	Dr. S. N. Shah	Faculty, Computer	Coordinator	8888781968
3	Prof. C. V. Naik	Faculty, Civil	Member	9422460081
4	Prof. V. S. Khalate	Faculty, Computer	Member	7522908518
5	Prof. S. N. Bhagat	Faculty, Mechanical	Member	8380956165
6	Prof. P. D. Gawade	Faculty, Electrical	Member	9730315075
7	Prof. A. A. Gaikwad	Faculty, Sci. & Humanities	Member	7083114343

#### Objective/s:

- To understand the societal responsibilities and the importance of mobilizing youth towards volunteering in social service to make the world a better place for all citizens, regardless of differences.
- To inculcate and develop social sensitivity, moral values and professional ethics in students so as to show responsible behavior to the professional community and society at large and to grow as responsible citizens, thus realizing a major thrust in the vision and mission of college.

#### Duties and Responsibilities:

- Creating engaging and relevant content for social media platforms.
- Collecting content from various sources to share with the audience.
- Ensuring consistency in messaging and branding across all social media channels.
- Monitoring and responding to comments, messages, and mentions on social media.
- Building and maintaining relationships with the online community.
- Handling customer inquiries, feedback, and complaints through social media channels.
- Planning and executing social media campaigns to promote products, services, events, or initiatives.
- Monitoring and analyzing the performance of campaigns and adjusting strategies accordingly.
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Term: One year and shall continue to be in force until reconstitution

Meetings: Based on requirement.

#### Copy To:

- All HOD's for information and circulation among the concerned staff members
- Above concerned members for their personal file
- COE Office - Principal file
- IQAC - NAAC file
- To be displayed in notice board

Dr. S. A. Deokar

*(Signature)*

SHARADCHANDRA PAWAR COLLEGE OF ENGINEERING & TECHNOLOGY  
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