

## Academic Committees -2019-20

<b>1) Admission Committee -</b>		
1	<b>Prin. Dr. Datir R. K.</b>	<b>Chairman</b>
2	<b>Mrs.Dr. Sawant S. G.</b>	<b>Co-Ordinator</b>
3	Mr. Aher P.P.	Member
4	Mr. Waghmare H. T.	Member
5	Mrs. Shinde S. S.	Member
6	Mr. Chaudhari B.B.	Member
7	Shri. Gurule S. J.	Member
8	Shri. Wadghule G.V.	Member

### **Functions –**

- 1) Prepare planning & Time-table of Admission Programme.
- 2) Prepare prospectus, handbill & hoardings.
- 3) Display admission program on website.
- 4) Display merit list time to time.

<b>2) Student Council &amp; Election Committee -</b>		
1	<b>Mr. Thoke A.S.</b>	<b>Co-Ordinator</b>
2	<b>Mr. Durgest D. N.</b>	<b>SDO Officer</b>
3	Mr. Pote R. B.	NSS Dept.
4	Mr. Jadhav N.S.	Member
5	Mr. Kolhe B. B.	Sport Dept.
6	Mr. Aswale S. R.	Cultural Dept.

### **Functions –**

- 1) Display election programme as per guideline of SPPU Pune & Govt.
- 2) Complete the Procedure of Election as per University Norms & Circular.
- 3) Report to the University as per Circular.
- 4) Organize the meetings of student council quarterly.
- 5) Inform the suggestions made by student council to concern committee / department.

<b>3) Time-Table &amp; Workload Committee -</b>		
1	<b>Mr. Waghmare H.T.</b>	<b>Co-Ordinator</b>
2	Mr. Aher P. P.	Member
3	Mrs. Shinde S.S.	Member
4	Mrs. Dange P.N.	Member
5	Ms. Pagare D.P.	Member

### **Functions –**

- 1) Prepare theory & practical time table & display it on notice board.
- 2) Allocate classrooms as per time table.
- 3) Prepare class wise roll calls including names, mobile no, email, aadhar, PAN, voter Id etc.
- 4) Prepare workload as per norms & submit to office.

<b>4) Examination Committee -</b>		
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1	<b>Prin. Dr. Datir R. K.</b>	<b>Chairman</b>
2	<b>Mr. Aher Y. B.</b>	<b>CEO</b>
3	Mr. Waghmare H.T.	Member (Arts)
4	Mrs. Shinde S.S.	Member(Science)
5	Mr. Chaudhari B.B.	Member (Comp.Sci.)
7	Shri. Mogal R. V.	Member,Clerk

**Functions –**

- 1) Prepare annual calendar.
- 2) Prepare examination time table.
- 3) Smoothly conduct college & University examination and related work like paper setting, printing etc.
- 4) Organize central Assessment programme for first year  
B.A./B.Com./B.Sc./Computer Science.
- 5) Prepare & display result in time.
- 6) Work as Internal Squad for Term-End & University Exam.

<b>5) Board of Student Development -</b>		
1	<b>Mr. Durgest D. N.</b>	<b>SDO Officer</b>
2	Mr. Pote R.B.	Member
3	Mrs..Deshmukh N.J.	Member
4	Mrs. Pangavhane A.D.	Member
5	Mrs. Khairnar D.N.	Member
6	Mr.Sanap Amol Khanderao	Student Member
7	Ms.Patil Diksha Dattatray	Student Member

**Functions –**

- 1) Prepare & implement student's development schemes.
- 2) Prepare various proposals to student development board, SPPU Pune (i.e. various schemes, seminar, workshop etc.).
- 3) Organize various workshop, seminar, schemes sanctioned by SPPU Pune.
4. Implement 'Earn & Learn' Scheme.
- 4) Work as per direction given by Student Development Board of SPPU Pune time to time.

<b>6) Discipline Committee -</b>		
1	<b>Mr. Thoke A.S.</b>	<b>Co-Ordinator</b>
2	Mr. Kolhe B. B.	Member
3	Mr. Chaudhari B.B.	Member
4	Mr. Waghmare H.T.	Member
5	Mrs. Shinde S.S.	Member
6	Mr. Aher P.P.	Member
7	Dr. Sawant S.G.	Member
8	Mrs. Bhalerao S.B.	Member
9	Mr. Jadhav N.S.	Member
10	Mr. Pote R.B.	Member
11.	Ms.Gulave Pratiksha Babaji	Student Member
12.	Mr.Vispute Kiran Ashok	Student Member

**Functions –**

- 1) Supervise, control & maintain discipline in the building & campus.
- 2) Take disciplinary action against the defaulters.
- 3) To supervise cleanness of classrooms, building & campus.

<b>7) Proposal Committee -</b>		
1	<b>Mrs. Janjale A.B.</b>	<b>Co-Ordinator</b>
2	Mr..Bagul T.D.	Member
3	Mrs. Bhalerao S.B.	Member
4	Mrs. Dange P.N.	Member
5	Shri.Wadghule G.V.	Member

**Functions –**

- 1) Study the relevant circulars & notifications issued by concern office time to time.  
(I.e. SPPU, RUSSA, UGC, FISTA, DST, NERC.)
- 2) Prepare proposals according to notifications.
- 3) Implement sanction proposals & utilization of grants.

<b>8) Library Committee -</b>		
1	<b>Prin.Dr.R.K.Datir</b>	<b>Chairman</b>
2	Mrs. .Gundagal M.A.	Member
3	Mrs. Bhalerao S.B.	Member
4	Ms. Jadhav V.R.	Member
5	Mrs. Gaikwad S.M.	Member
6	Shri. Gurule S.J.	Member

**Functions –**

- 1) Prepare annual budget.
- 2) Make proposals of concern department.
- 3) Finalizes the list of books as per demand from student & faculties of concern department. Arrange proper storage of books.
- 4) Solve the related problems.

<b>9) Gymkhana &amp; Yoga Committee -</b>		
1	<b>Prin.Dr.R.K.Datir</b>	<b>Chairman</b>
2	<b>V.Prin.Thoke A.S.</b>	Member
3	<b>Mr. Kolhe B.B.</b>	<b>Co-Ordinator</b>
4	Mr.Bairagi B.K.	Member
5	Mrs. Pangavhane A.D.	Member
6	Shri . Mogal R.V.	Member
7	Mr.Dhikale Pramod V.	Student Member
8	Ms.Pund Sonali Dilip	Student Member

**Functions –**

- 1) Encourage students for participating in Indoor & Outdoor games.
- 2) Provide essential facilities for various types of games.
- 3) Prepare Annual Calendar of sports & yoga.
- 4) Prepare budget for students Activities.
- 5) Conduct college, institute & university level sports Activities.
- 6) Organize prize distribution ceremony.

<b>10) Research Co-Ordination Committee -</b>		
1	<b>Prin.Dr.R.K.Datir</b>	<b>Chairman</b>
2	<b>Dr. Sawant S.G.</b>	<b>Co-Ordinator</b>
3	Mr. Bagul T.D.	Member
4	Mr. Bakare S. S.	Member
5	Mr.Chaudhari B.B.	Member

**Functions –**

- 1) Create research culture in the college.
- 2) Study the relevant circulars & notifications issued by RUSSA, UGC, Parent & other University time to time and prepare research activities across the college.
- 3) Encourage to faculty for doing minor/major project & M.Phil. /Ph.D. Publish multidisciplinary research Journal yearly.

<b>11) Art Circle &amp; Cultural Activities Committee -</b>		
1	<b>Dr.Datir R. K.</b>	<b>Chairman</b>
2	<b>Mr. Thoke A.S.</b>	<b>Co-Ordinator</b>
3	Mr. Aswale S.R.	Member
4	Mr. Khairnar D. N.	Member
5	Mr. Bhandare S.V.	Member
6	Shri .Gurule S.J.	Member
7	Mr.Shinde Rahul Omkar	Student Representative
8	Mrs.Pathade Pooja Somnath	Student Representative

**Functions –**

- 1) Motivate the students to participate in cultural activities
- 2) Organize cultural activities in every month.
- 3) Organize competitions related to cultural activities.
- 4) Motivate students to participate in competitions of cultural activities arrange by various college/university/institutes.
- 5) Prepare & present ideal cultural program for Annual Gathering.
- 6) Conduct Annual Prize Distribution Ceremony.

<b>12) Anti-Ragging Redressal Cell</b>		
1	<b>Mr.Thoke A.S.</b>	<b>Chairman</b>
2	Mr.Aher Y.B.	Member
3	Mrs.Shinde S.S.	Member
4	Mrs.Dange P.N.	Member
5	Mr.Phadol Rahul Motiram	Student Member
6	Mrs.Patil Diksha Dattatreya	Student Member

<b>13) Student Grievance Redressal Committee -</b>		
<b>1</b>	<b>Mr .Thoke A.S.</b>	<b>Chairman</b>
2	Mr..Aher P. P.	Member
3	Mr. Bairagi B.K.	Member
4	Ms. Janjale A.B.	Member
5	Mr.Sanap Amol khanderao	Student Member
6	Ms.Kalme Pooja lahu	Student Member

- 1) Make mechanism to prevent ragging as directed by UGC, University & Govt.

of Maharashtra.

- 2) Provide arrangement for receiving the grievances of the students and staff.
- 3) To check the complaint box, look into the complaints lodged by the students.
- 4) To solve the problems related to ragging & grievances amicably.
- 5) Take necessary actions against the defaulters.
- 6) To prepare action taken report, minutes of meeting & maintain register.

<b>14) Women Grievance Redressal Committee</b>		
1	<b>Dr. R.K Datir</b>	<b>Chairman</b>
2	<b>Mrs.Shinde S.S.</b>	<b>Co-ordinator</b>
3	Mr.Thoke A.S.	Member
4	Ms.Janjale A.B.	Member
5	Mrs.Tarle S.B.	Member
6	Shri.Wadghule G.V.	Member
7	Shri Gurule S.J.	Member
8	Mr.Khaire Pankaj Parasharam	Student Member
9	Mrs.Kanmahale Madhuri Raju	Student Member

**Functions –**

- 1) Arrange programs/lectures for counseling.
- 2) Make separate mechanism to solve ladies grievances.
- 3) Send report to concern department
- 4) Maintain record file & Meeting Register.

<b>15) Literature, Elocution &amp; Debating committee-</b>		
1.	<b>Mrs. Gundagal M. A.</b>	<b>Co-ordinator</b>
2.	Mr. Waghmare H.T.	Member
3.	Mrs. Takate A.M.	Member
4.	Mrs. Gadakh R.N.	Member
5.	Ms. Janjale A.B.	Member

**Functions: -**

- 1) Guide to students for acquiring skills for these competitions.
- 2) Motivate students for participation in various competitions.
- 3) Arrange some competitions every month in college.

<b>16)Science Association -</b>		
<b>1.</b>	<b>Mrs. Shinde S.S.</b>	<b>Co-ordinator</b>
2.	Mrs. Bhalerao S.B.	Member
3.	Mrs. Borade P.A.	Member
4.	Mrs. Khairnar D.N.	Member
5.	Ms. Dhakane J.P.	Member

**Functions: -**

- 1) Arrange lectures of eminent persons.
- 2) Arrange Industrial Visits/Study Tour.
- 3) Organize science Exhibition.
- 4) Motivate student to participate in Workshops, Seminars & Science exhibition.

<b>17) Commerce Association -</b>		
1.	<b>Mr. Aher Y.B.</b>	<b>Co-ordinator</b>
2.	Mr. Bagul T.D.	Member
3.	Mr. Aswale S.R.	Member
4.	Mrs. Jagtap D.V.	Member

**Functions: -**

- 1) Arrange Expert Lectures.
- 2) Arrange industrial visits & study tours.
- 3) Motivate students for self-employment.
- 4) Motivate students to participate in workshop & seminar.

<b>18) Planning Forum -</b>		
1.	<b>Dr. Sawant S. G.</b>	<b>Co-ordinator</b>
2.	Mrs. Bhandare S. V.	Member
3.	Mrs. Gadakh R.N.	Member
4.	Ms. Dhivar M.N.	Member

**Functions: -**

- 1) Arrange lecture of eminent persons.
- 2) Arrange discussion on Budget of state & central Government.
- 3) Organize exhibition of poster presentation on economic issues.
- 4) Motivate students to participate in workshops & seminars.

<b>19) Social Sciences Association(Board) -</b>		
1.	<b>Mr. Jadhav N.S.</b>	<b>Co-ordinator</b>
2.	Mr. Waghmare H.T.	Member
3.	Mrs. Kapse C. R.	Member

**Functions:**

- 1) Arrange lecture of eminent persons.
- 2) Motivate students to participate in workshops & seminars.
- 3) Arrange Student seminar in the college.

<b>20) Staff Academy &amp; Staff Welfare Committee -</b>		
1.	<b>Mrs. Gundagal M.A.</b>	<b>Staff Secretary</b>
2.	Ms..Janjale A.B.	Member
3.	Mrs. Gadakh R.N.	Member
4.	Ms. Kunde P.S.	Member
5.	Mrs. Borade P.A.	Member

**Functions:**

1. Arrange lectures on important issues by the faculty of each department.
2. Look after facilities provided to staff.

**21) Alumni & Parent Co-ordination Committee -**

1.	<b>Mr. Bhandare S.V.</b>	<b>Co-Ordinator (Alumni)</b>
2.	<b>Mr. Pote R.B.</b>	<b>Co-Ordinator(Parent)</b>
3.	Mrs. Jadhav V. R.	Member
4.	Mr. Bairagi B. K.	Member
5.	Mrs. Pagare D. P.	Member

**Functions -**

- 1) Establish Ex-student Sangha & Shikshak-Palak Sangha.
- 2) Identify Department & Faculty wise Alumni & Parents.
- 3) Conduct meeting of alumni & shikshak-Palak Sangha.
- 4) Provide essential information to IQAC.

<b>22)Feedback Committee -</b>		
1.	<b>Mr. Chaudhari B.B.</b>	<b>Co-Ordinator</b>
2.	Mr. Bairagi B.K.	Member
3.	Mrs. Khairnar D.N.	Member
4.	Mrs. Bhalerao S.B.	Member
5.	Mr. Bagul T.D.	Member
6.	Mr. Pote R.B.	Member

**Functions -**

- 1) Make appropriate mechanism for collection online feedback as per direction of NAAC.
- 2) Collect class wise/ department wise online feedback from students, staff holders & analyze it.
- 3) Submit the feedback report in proper format to IQAC.

<b>23) College Website Committee -</b>		
1.	<b>Mr. Pote R.B.</b>	<b>Co-ordinator</b>
2.	Mrs. Dange P.N.	Member
3.	Mrs. Kunde P.S.	Member
4.	Mrs. Zalte S. P.	Member
5.	Mrs. Kulkarni S. J.	Member

**Functions -**

- 1) Prepare Framework of Website.
- 2) Update Website time to time.
- 3) Maintain animation effects of Website.
- 4) Display important events immediate.
- 5) Display emerging activities by way of scrolling's.
- 6) Upload all essential data & events related to NAAC.

<b>24) Placement &amp; Career Guidance Cell -</b>		
1.	Mr. Chaudhari B.B.	<b>Co-ordinator</b>
2.	Mr. Waghmare H.T.	Member
3.	Mr. Aswale S.R.	Member
4.	Mrs. Deshmukh N.J.	Member
5.	Mrs. Jadhav A. V.	Member

**Functions -**

- 1) Run the Career Guidance center in college.
- 2) Collect & provide information of career opportunities & jobs.

- 3) Organize placement camp in college campus.

<b>25) Student Health Committee -</b>		
1.	<b>Prin. Dr. R.K.Datir</b>	<b>Chairman</b>
2.	<b>Mr. Aher P.P.</b>	<b>Co-ordinator</b>
3.	Mrs. Bhandare S. V.	Member
4.	Mrs. Kunde P.S.	Member
5.	Mr. Bairagi B.K.	Member
6.	Shri. Kokate V. S.	Member

**Functions -**

1. Arrange physical checkup camp for students & take actions.
2. Arrange blood donation camp
3. Establish health checkup center in college.

<b>26)Purchase Committee -</b>		
1.	<b>Prin. Dr. R.K. Datir</b>	<b>Chairman</b>
2.	<b>Mr. Thoke A.S.</b>	<b>Co-ordinator</b>
3.	Mrs. Shinde S. S.	Member
4.	Mr. Aher P.P.	Member
5.	Mrs. Tarle S.B.	Member

**Functions -**

- 1) Prepare annual budget.
- 2) Allot budget to various department.
- 3) Implement institute & college purchase policy.

<b>27)Publicity Committee -</b>		
1.	<b>Mrs. Gundagal M. A.</b>	<b>Co-ordinator</b>
2.	Mr. Bagul T.D.	Member
3.	Mrs..Jadhav A.V.	Member
4.	Mr. Pote R. B.	Member
5.	Mr. Kolhe B. B.	Member

**Functions -**

- 1) Prepare record of each events/function.
- 2) Prepare news and send it with photo to all newspaper.
- 3) Send report/photo to central office as per their requirement.

<b>28)ERP Work Committee -</b>		
1.	<b>Mr. Aher P. P.</b>	<b>Co-ordinator</b>
3.	Mrs. Tarle S. B.	Accountant
4.	Shri.Khalkar A.S.	Leave Manager

**Functions -**

- 1) Prepare Academic record time to time.
- 2) Maintain all records about daily vouchers, Pay sheets, fees receipts, bonafied etc.
- 3) Maintain all record about leave of employees.

<b>29)NSS Committee -</b>		
1.	<b>Mr. Pote R. B.</b>	<b>Program Officer</b>
2.	<b>Mrs. Bhandare S. V.</b>	<b>Program Officer</b>



3.	Mr. Aher P.P.	Member
3.	Mrs. Khairnar D. N.	Member

**Functions -**

- 1) Regular activity & special camp arranges properly as per university rules.
- 2) Arrange all students related programme time to time.
- 3) Maintain account & submit budget report to concern department.

<b>30) Board of Extra Mural Committee</b>		
1.	<b>Prin.Dr.Datir R. K.</b>	<b>Chairman</b>
2.	<b>Dr. Sawant S. G.</b>	<b>Co-ordinator</b>
3.	Mr. Bagul T.D.	Member
4.	Mrs. Borade P.A.	Member
5.	Mrs.Bhoj Akanksha Dilip	Student Member
6.	Mr.Pagare Vikrant Ramesh	Student Member

**Functions -**

- 1) To organize various guest lectures of eminent.

<b>31) College Magazine Committee -</b>		
1.	<b>Prin. Dr. R.K. Datir</b>	<b>Co-ordinator</b>
2.	Mr. Thoke A.S.	Co-Editor
3.	Mrs. Janjale A. B.	Dept. Editor
4.	Mr. Jadhav N. S.	Dept. Editor
5.	Mrs. Dange P. N.	Dept. Editor

**Functions -**

- 1) To collect write-ups from the students.
- 2) To encourage students to write poetry.
- 3) To take annual reports from various departments.

<b>32) Counseling Committee -</b>		
1.	<b>Prin. Dr. Datir R.K.</b>	<b>Co-ordinator</b>
2.	Mrs. Kapse C. R.	Co-ordinator
3.	Mr. Thoke A.S.	Member
4.	Mr. Aher Y. B.	Member
5.	Mrs. Dange P.N.	Member

**Functions -**

- 1) To help the students to cope with the various stress related problems.
- 2) To encourage students to participate in various competition and examination.
- 3) To help them to develop their Personality.
- 4) To prepare action taken report

<b>33) Lifelong Learning &amp; Extension Department</b>		
1.	<b>Prin. Dr. Datir R.K.</b>	<b>Chairman</b>

2.	<b>Mrs. Bhalerao S.B</b>	<b>Co-ordinator</b>
3.	Mr. T.D Bagul	Member
4.	Mrs. Bhandare S.V.	Member
5.	Mrs. Jadhav V.R.	Member
6.	Ms.Rajole Chaitali Daulat	Student Member
7	Mr.Khaire Pankaj parashram	Student Member

**Functions -**

- 1) To organize various guest lectures of eminent.