



Government of Maharashtra

# **Government Institute of Forensic Science Aurangabad**

Nipat Niranjan Nagar, Caves Road, Aurangabad 431 004 M.S.

Administrative and Academic Committees

for the academic year

**2022-23**

Sr. No.	Name of the Committee	Name of Faculty	Role (Chairman/ Co-ordinator /Member)	Nature of the work of the Committee
<b>(A) STATUTORY COMMITTEES</b>				
1	College Development Committee (As per MUA 2016)	Director	Chairman	· To monitor and redress overall functioning of the college
		Joint Director (Aurangabad Region)	Ex Officio Member	· To gear up NAAC related college development and academic activities
		Mr. S. G. Sangle	Co-ordinator-IQAC (Member)	
		Dr. Sharad Narwade	Elected Teacher (Member)	
		Dr. Rajesh Kumar	Elected Teacher (Member)	
		Dr. Charansingh Kayte	Elected Teacher (Member)	
		Mr. Shivsingh Chavan	Elected Non-Teaching (Member)	
		VACANT	Director DHE nominated member (Education)	
		Mr. Sunil Raithatha	Director DHE nominated member (Industry)	
		Adv. Archana Gondhalekar	Director DHE nominated member (Social Service)	
		Dr. R.G. Sonkawade	Director DHE nominated member (Education)	
		Mr. Paresh Chitnis	Alumni (Member)	
		VACANT	President Student Council (Member)	
		Dr. D.D. Gaikwad	Director nominated HoD as Member Secretary	

2	Internal Complaints Committee (Women) {As per Central Govt. Act 2013}	Ms. Anjali Naik	Chairman	<ul style="list-style-type: none"> <li>· To develop gender unbiased environment in the campus</li> <li>· To redress the complaints of lady students / Staff on the campus.</li> <li>· To develop healthy atmosphere among students and staff</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Sadhana Pande	External Member	
		Ms. Anju Pakhale	Member	
		Mr. Rahul Gawade	Member	
		Mr. Rahul Bharati	Member	
		Ms. Wagh	Member	
		Ms. Bharti	Member	
3	Staff on Students Council {As per MUA 2016}	Dr. Sharadkumar Narwade	Chairman	<ul style="list-style-type: none"> <li>· To coordinate with students council and function as per MUA 2016</li> <li>· To organize workshop for leadership development among students</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Shobha Bawiskar	Member	
		Ms. Anjali Naik	Member	
4	Special Reservation Cell (Standing Committee) SC,ST,OBC,NT,SBC, Minority and Other	Dr. Shobha Bawiskar	Chairman	<ul style="list-style-type: none"> <li>· To develop a religious / caste unbiased environment among students</li> <li>· To make aware the students regarding various facilities that are provided by the Central/State Govt. &amp; UGC</li> <li>· To submit the report to IQAC</li> </ul>
		Mr. Arun Ghuge	Member	
		Ms. Manisha Gujar	Member	
		Dr. Faiyyaj Shaikh		
5	Discipline, Grievance & Redressal Committee {As per MUA 2016}	Mr. Rahul Gawade	Chairman	<ul style="list-style-type: none"> <li>· To maintain proper discipline &amp; peace on the campus</li> <li>· To make necessary arrangement to redress the problems raised in the college &amp; on the campus</li> <li>· To submit the report to IQAC</li> </ul>
		Mr. Arun Ghuge	Member	
		Ms. Manisha Gujar	Member	
		Mr. Abhijeet Sarkar	Member	
6	Anti-Ragging Committee {As per Dr. BAMU Statue}	Mr. Rahul Bharati	Co-ordinator	<ul style="list-style-type: none"> <li>· To make students aware about anti-ragging cell</li> <li>· To take required necessary action in case of any such incidence</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Shobha Bawiskar	Member	
		Dr. Beauty Arora	Member	
		Dr. Fayyaj Shaikh	Member	

**(B) ADMINISTRATIVE COMMITTEE**

1	Purchase, Financial Norms, Audit Report & Fund Utilization Committee and E-Tender Committee & AMC Committee	Director, GIFSA	Chairman	<ul style="list-style-type: none"><li>· To look after the whole process of purchasing the goods, miscellaneous materials, chemicals &amp; glassware by following the GR &amp; rules of govt. of Maharashtra.</li><li>· To prepare an audit report of the financial expenditure</li><li>· To follow the GR, rules and regulations of purchasing to complete the process within time to meet the needs of various departments in the college</li><li>· To submit the report to IQAC</li></ul>
		Dr. D.D. Gaikwad	Co-ordinator	
		Dr. Mahesh Salunkhe	Member	
		Dr. Charansing N. Kayte	Member	
		Dr. Rajesh Kumar	Member	
		Dr. Sumedha Jadhav	Member	
		Mr. Arun Ghuge	Member	
		Mr. Rahul Bharti	Member	
		Mr. B.S.Gaikwad	Member	
		Mr. D.R.Jadhav	Member	
2	Library Committee	Mr. Rahul Gawade	Co-ordinator	<ul style="list-style-type: none"><li>· To develop easy access for finding books &amp; journals</li><li>· To subscribes new journals whenever necessaryTo solve the problem in issuing the books to students</li><li>· To enrich the book bank scheme</li><li>· To help librarian for purchase &amp; maintenance of books &amp; journals</li><li>· To help in the preparation of SSR &amp; AQAR</li><li>· To submit the report to IQAC</li></ul>
		Dr. Omprakash Pawar	Member	
		Mr. Rajendra Chavan	Member	
		Mr. Deore	Member	

3	Maintenance, Cleanliness, Beautification & Campus Development Committee	Dr. R. M. Borade	Co-ordinator	<ul style="list-style-type: none"> <li>· To arrange for &amp; look after the cleanliness of the campus, and report to concerned authorities</li> <li>· To make available the master plan of the whole campus</li> <li>· To develop a map (protected) of the campus the plan of building according to master plan</li> <li>· To develop rode side plantation of golden duranta in the campus</li> <li>· To develop ornamental garden in the front &amp; back side of the main building</li> <li>· Plantation of various shady, fruiting &amp; ornamental plants on the campus</li> <li>· To conduct environmental audit</li> <li>· To assign the responsibility of classroom, and washroom to non-teaching staff and monitor its functioning</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. D.S. Bhagat	Member	
		Ms. Manisha Gujar	Member	
		Mr. Abhijeet Sarkar	Member	
		Ms. Anjali Naik	Member	
		Mr. Sunil Tathe	Member	
4	Research Advisory Committee (Consultancy & Extension Activities)	Dr. D.S. Bhagat	Co-ordinator	<ul style="list-style-type: none"> <li>· To submit the Minor/Major Project to the concerned funding agencies for financial assistance</li> <li>· To make available the necessary information in prescribed formats required for submitting proposal to UGC/DST/MOEF/other agencies</li> <li>· To develop necessary research environment</li> <li>· To organize the workshop an preparation of proposals of MRP/Workshops/Seminars/Conference</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Faiyyaj Shaikh	Member	
		Dr. Rajesh Kumar	Member	
		Dr. Shobha Bawiskar	Member	
5	U. G. C. Proposal Committee	Dr. Faiyyaj Shaikh	Co-ordinator	<ul style="list-style-type: none"> <li>· To prepare a plan for submitting various proposals to UGC within a stipulated time span.</li> <li>· To make necessary arrangement for computer &amp; internet facility to each department through U.G.C.</li> <li>· To assess the proposals of MRP/Workshops/Conferences &amp; submit to the UGC</li> <li>· To Submit report to IQAC</li> </ul>
		Dr. R.K. Nimbalkar	Member	
		Dr. Devidas Bhagat	Member	
		Dr. Ravikumar Borade	Member	

6	Girls Hostel	Dr. Sumedha Jadhav	Co-ordinator	<ul style="list-style-type: none"> <li>· To admit the students in hostel by following rules &amp; regulation of college, university, UGC&amp; govt. of Maharashtra</li> <li>· To make necessary arrangements in hostel to accommodate the students.</li> <li>· To provide required furniture &amp; safe drinking water.</li> <li>· To arrange meetings of students along with committee members at least twice in the term.</li> <li>· To maintain discipline &amp; peace in hostel and on the campus</li> <li>· To prohibit ragging of students in hostel</li> <li>· To Submit the report to IQAC</li> </ul>
		Ms. Anju Pakhale	Member	
		Ms. Wagh	Member	
	Boys Hostel	Dr. D.S. Bhagat	Co-ordinator	
		Mr. Anurag Sahu	Member	
		Mr. Waghchoure	Member	
7	Scholarships & Student's Aid Fund Committee	Dr. Digambar Gaikwad	Co-ordinator	<ul style="list-style-type: none"> <li>· To look after and help to the process of scholarship</li> <li>· To make aware the students for getting various scholarships from different funding agencies</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Sharad Narwade	Member	
		Mr. Abhijeet Sarkar	Member	
8	Central Dead Stock & Write off Committee	Dr. Omprakash Pawar	Co-ordinator	<ul style="list-style-type: none"> <li>· To write off unrepairable equipment's and instruments of all the departments, and college from time to time</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Sharad Narwade	Member	
		Ms. Anju Pakhale	Member	
		Mr. Dashrath Jadhav	Member	
9	Income Tax	Dr. Faiyyaj Shaikh	Co-ordinator	<ul style="list-style-type: none"> <li>· To calculate the income tax of the college staff and to submit the report to the account section of the college</li> <li>· To look after the quarterly submission of the income tax to the income tax department</li> <li>· To make available the form no 16 to all staff members in the college</li> <li>· To look after the various issues regarding income tax submission</li> </ul>
		Mr. Sandeep Sangle	Member	
		Mr. B.S. Gaikwad	Member	

10	PBAS, CAS and Pay Fixation Committee	Dr. R.K. Nimbalkar	Co-ordinator	<ul style="list-style-type: none"> <li>· To guide the teacher for preparing proposals for CAS.</li> <li>· To scrutinize the received proposal &amp; take follow-up.</li> <li>· To Submit the report to IQAC</li> </ul>
		Mr. Sandeep Sangle	Member	
		Dr. D.D. Gaikwad	Member	
		Dr. Devidas Bhagat		
11	Web-site, Information Technology, Networking, LMS	Dr. Charansing Kayte	Co-ordinator	<ul style="list-style-type: none"> <li>· To keep website updated time to time</li> <li>· To Submit the report to IQAC</li> </ul>
		Ms. Vini kale	Member	
		Mr. Anurag Sahu	Member	
12	Industrial / Institutional Collaboration and MoU Committee	Dr. Rajesh Kumar	Co-ordinator	<ul style="list-style-type: none"> <li>· To develop collaboration with industries/ various research institutes for students internship and training program</li> <li>· To conduct 2-3 activity under each MoU</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Ravikumar Borade	Member	
		Dr. Faiyyaj Shaikh	Member	

**(C) ACADEMIC COMMITTEES**

1	Internal Quality Assurance Cell (IQAC)	Dr. A. S. Khemnar	Director as Chairman	<ul style="list-style-type: none"><li>· To function as per defined norms of NAAC Bangalore U.G.C.</li><li>· To prepare IQA and submit SSR to NAAC office and get accredited</li><li>· Post accreditation prepare AQAR every year and submit the same to NAAC office within the stipulated time.</li><li>· Suggest necessary changes in the functioning of the Institute.</li><li>· To give necessary suggestions to the co-ordinators of different criteria</li><li>· To take the review of recommendations and suggestions that are given by the peer team and work accordingly for the subsequent cycle of reaccreditation</li></ul>
		Dr. S.M. Deshpande	(Joint Director A'bad) Management Representative	
		Dr. R. K. Nimbalkar	Teachers Representative	
		Dr. M. S. Salunkhe	Teachers Representative	
		Dr. D.D. Gaikwad	Teachers Representative	
		Ms. V.A. Kale	Teachers Representative	
		Mr. A. A. Sahu	Teachers Representative	
		Dr. S. C. Jadhav	Teachers Representative	
		Mr. R. K. Gawade	Teachers Representative	
		Mr. S.A. Tathe	Admin Representative	
		Mr. B.S.Gaikwad	Admin Representative	
		Mr. R. S. Chavan	Admin Representative	
		Mr. S. Suryawanshi	Alumni Representative	
		Dr. G. Agnihotri	External Member	
Mr. S. G. Sangle	Co-ordinator-IQAC			
2	Affiliation & Recognition, NIRF, AISHE, MIS, 2f-12B, University, ISO, etc.,	Dr. Charansing N. Kayte	Co-ordinator	<ul style="list-style-type: none"><li>· To look after the whole process of affiliation of various subjects/courses.</li><li>· To submit proposals for same as per UGC, university and other agencies guidelines.</li><li>· To preparing of all types of necessary documents for university affiliation committee</li><li>· To get affiliation for all non-grant subjects/courses</li><li>· To Submit the report to IQAC</li></ul>
		Dr. Omprakash Pawar	Member	
		Mr. Rahul Gawade	Member	
		Mr. Anurag Sahu	Member	
		Mr. Sunil Tathe	Member	
		Mr. Nirmal	Member	

3	Rain Water Harvesting, Electricity, Water Distribution & Utility	Dr. Ravikumar Borade	Co-ordinator	<ul style="list-style-type: none"> <li>· To make the rain-water harvesting unit and maintain it.</li> <li>· To make the provision of utilization of harvested water for garden or wherever required</li> <li>· To carry out Energy audit</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Sumedha Jadhav	Member	
		Mr. Sunil Tathe	Member	
4	Disaster Management	Dr. Beauty Arora	Co-ordinator	<ul style="list-style-type: none"> <li>· To organize the programmes of disaster managements for the students as well as staff</li> <li>· To take necessary action in such undue situation if happen in the college</li> <li>· To submit the report to IQAC</li> </ul>
		Ms. Vini Kale	Member	
		Mr. Dashrath Jadhav	Member	
5	Staff Council	Dr. Sharadkumar Narwade	Co-ordinator	<ul style="list-style-type: none"> <li>· To arrange the meeting of staff council (First working &amp; Last working day)</li> <li>· To arrange the meeting of staff and address or report their concern to authorities</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Shobha Bawiskar	Member	
		Ms. Anjali Naik	Member	
6	Staff Club, Welfare and Professional Development Committee	Dr. Omprakash Pawar	Co-ordinator	<ul style="list-style-type: none"> <li>· To maintain a harmonious atmosphere in both teaching &amp; non-teaching staff.</li> <li>· To organize programme in above respect</li> <li>· To submit report to IQAC</li> </ul>
		Dr. Mahesh Salunkhe	Member	
		Mr. Nirmal	Member	
7	University Examination	Dr. D.D Gaikwad	Co-ordinator	<ul style="list-style-type: none"> <li>· To implement the university examinations as per schedule.</li> <li>· To take follow up of University, With reference to examination</li> <li>· To make necessary arrangements required for examination</li> <li>· To solve the queries those are raised during examination</li> <li>· To coordinate internal exam with University exam.</li> <li>· To organize two test of every class per semester</li> <li>· To prepare an examination schedule</li> </ul>
		Miss Vini Kale	Member	
		Dr. Shobha Bawiskar	Member	
		Dr. Ravi Borade	Member	
	Internal Exam/ Mid term	Mr. Arun Ghuge	Co-ordinator	
		Mr. Abhijeet Sarkar	Member	

				<ul style="list-style-type: none"> <li>· To prepare and declare the result within time</li> <li>· To maintain the result records of University examination and internal examination</li> <li>· To submit the report to IQAC</li> </ul>
8	Academic Planning, Calender and Time Table Committee	Ms. Anjali Naik	Co-ordinator	<ul style="list-style-type: none"> <li>· To prepare the academic calendar of the Institute.</li> <li>· To prepare faculty wise time – table along with allotment of lecture halls.</li> <li>· To look after the availability of halls and necessary furniture</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Ravi Borade	Member	
		Dr. Beauty Arora	Member	
		Mr. Anurag Sahu	Member	
9	Result Analysis Committee	Ms. Anju Pakhale	Co-ordinator	<ul style="list-style-type: none"> <li>· To collect result from office/ University</li> <li>· To Prepare classwise and subjectwise and analyze results &amp; create consolidated report</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Mahesh Salunkhe	Member	
		Mr. Shivsingh Chavan	Member	
10	Parent - Teacher Meet & Feedback	Mr. Rahul Bharti	Co-ordinator	<ul style="list-style-type: none"> <li>· Organizing parent teacher meet Counseling of students with special needs</li> <li>· To take measures to improve attendance</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Beauty Arora	Member	
		Mr. Sunil Tathe	Member	
11	Alumni Meet & Feedback Committee	Dr. Faiyyaj Shaikh	Co-ordinator	<ul style="list-style-type: none"> <li>· To conduct alumni meet</li> <li>· To coordinate between alumni &amp; present students</li> <li>· To Submit the report to IQAC</li> </ul>
		Mr. Rahul Bharti	Member	
		Mrs. Anjali Naik	Member	
12	Science Association	Mr. Arun Ghuge	Co-ordinator	<ul style="list-style-type: none"> <li>· To conduct activities related to science like lectures/science exhibitions etc.</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Rajesh Kumar	Member	
		Dr. Devidas Bhagat	Member	

13	Admission Committee			
	B.Sc. FY	Dr. S.G. Narwade	Co-ordinator	<ul style="list-style-type: none"> <li>· To look after the whole process of admission</li> <li>· To sign each form of admission in capacity of committee member as and when required</li> <li>· Proper guidance &amp; counseling of students while admitting the students to concerned class.</li> <li>· Students should be made aware of the attendance in day to day schedule of curriculum and extracurricular activities as well.</li> <li>· Student should be made aware of compulsory uniform &amp; Identity Card.</li> <li>· To prepare and distribute admission lists.</li> </ul>
		Dr. Charansingh Kayte	Member	
		Dr. Faiyyaj Shaikh	Member	
		Dr. Beauty Arora	Member	
		Ms. Vini Kale	Member	
		Ms. Manisha Gujar	Member	
		Mr. Abhijeet Sarkar	Member	
		Mr. Rahul Gawade	Member	
		Ms. Anjali Naik	Member	
		Mr. Sunil Tathe	Member	
	Mr. Shivsingh Chavan	Member		
	B.Sc. SY & TY	Mr. Arun Ghuge	Co-ordinator	
		Mr. Sandeep Sangle	Member	
		Dr. Sumedha Jadhav	Member	
	M.Sc.	Dr. Mahesh Salunkhe	Co-ordinator	
		Dr. Ravi Borade	Member	
		Ms. Anju Pakhale	Member	
		Dr. Rajesh Kumar	Member	
		Mr. Sunil Tathe	Member	
		Mr. Bhombe	Member	
PGDF	Mr. Anurag Sahu	Co-ordinator		
	Dr. Devidas Bhagat	Member		
PGDC	Dr. Shobha Bawiskar	Co-ordinator		
	Mr. Rahul Bharti	Member		

## (D) EXTRA - CURRICULAR ACTIVITIES

1	Publication Committee (Magazine, Prospectus, Annual Report)	Dr. Omprakash Pawar	Co-ordinator	<ul style="list-style-type: none"><li>· To make aware students regarding writing of poems and allied literature</li><li>· To collect and edit the literature from students and staff members as well</li><li>· To get the material type and edit from the respective vender which will be decide after following rules and regulations of purchase either by calling the questions or by the following process of e- tender for the same</li><li>· To publish the annul magazine by the end of academic year particularly on last working day</li><li>· To make the provision of distribution of annual magazine through the staff of library</li><li>· To submit the report to IQAC</li></ul>
		Mr. Rahul Bharti	Member	
		Ms. Manisha Gujar	Member	
		Dr. Digambar Gaikwad	Member	
		Mr. Nirmal	Member	
2	Prize Distribution	Ms. Vini Kale	Co-ordinator	<ul style="list-style-type: none"><li>· To collect the list of meritorious students in the field of academics, cultural activities, sports, extracurricular activities etc. from the concern dept. and or committees.</li><li>· To decide the format of the prizes, certificates, trophy, books etc.</li><li>· To organize the programme of annual prize distribution ceremony and prepare a proper planning for its successful organization</li><li>· To submit the report to IQAC</li></ul>
		Dr. Sumedha Jadhav	Member	
		Dr. Beauty Arora	Member	
3	Cultural Committee (Programme and Youth Festival)	Dr. Beauty Arora	Co-ordinator	<ul style="list-style-type: none"><li>· To make aware students regarding various activities in cultural other related programmes</li><li>· To make awareness amongst students for participation in various activities of youth festival</li><li>· To accompany the students participants wherever necessary</li><li>· To submit the report to IQAC</li></ul>
		Mr. Rahul Gawade	Member	
		Mr. Arun Ghuge	Member	

4	Ladies Association	Ms. Vini Kale	Co-ordinator	· To look after the facilities of girls/ ladies common room
		Dr. Sumedha Jadhav	Member	· To organize a workshop / Seminar or women empowerment for girls students and ladies staff
		Ms. Wagh	Member	· To check cleanliness/ hygiene of LR & report.
		Ms. Bharti	Member	· To Submit the report to IQAC
5	Avishkar, Hakathon, Debate, Elocution, Career katta, Essay & Poem Competition	Dr. Beauty Arora	Co-ordinator	· To motivate students to participate in various competitions
		Dr. Devidas Bhagat	Member	· To organize such competitions in college.
		Mr. Abhijeet Sarkar	Member	· To Submit the report to IQAC
		Ms. Manisha Gujar	Member	
		Mr. Rahul Gawade	Member	
6	Sports Committee	Dr. D.S. Bhagat	Co-ordinator	· To motivate students to participate in various sports events.
		Dr. Sumedha Jadhav	Member	· To conduct sports events & competitions in college
		Mr. Rahul Gawade	Member	· To Submit the report to IQAC
7	Students Welfare and Students Feedback Committee	Mr. Anurag Sahu	Co-ordinator	· To collect student feedback on academic, syllabus, teaching methodology, physical facility etc
		Mr. Arun Ghuge	Member	· To analyze and prepare report
		Dr. Sumedha Jadhav	Member	· To Submit the report to IQAC

8	N.S.S.	Ms. Manisha Gujar	Co-ordinator	<ul style="list-style-type: none"> <li>· To attend various meetings/ events organized by the university.</li> <li>· To organize NSS camps as guided by the university.</li> <li>· To implement the programmes effectively &amp; efficiently.</li> <li>· To make necessary arrangement for implementing society oriented programmes through the schemes.</li> <li>· To follow the rules &amp; regulations of Battalions and central Govt. regarding the same.</li> <li>· To develop interest about the course amongst students.</li> <li>· To develop interest amongst students to attend the camps of State/national level.</li> <li>· To look after earn &amp; learn scheme in college.</li> <li>· To make the awareness amongst of the students from economically weaker section regarding participation in earn and learn scheme</li> </ul>
		Mr. Abhijeet Sarkar	Member	
		Mr. R.J. Sabale	Member	
		Mr. Shivsingh Chavan	Member	
		Mr. Waghchoure	Member	
		Mr. Balu Jadhav	Member	
9	Earn and Learn Scheme	Dr. Ravikumar Borade	Co-ordinator	<ul style="list-style-type: none"> <li>· To effectively implement the scheme</li> <li>· To maintain fund record &amp; submit utilization</li> <li>· To Submit the report to IQAC</li> </ul>
		Ms. Anju Pakhale	Member	
		Mr. R.G. Sabale	Member	
		Mr. Sunil Shinde	Member	
10	Training & Placement Cell (Career Guidance, Counseling, Campus Interview, Personality Development )	Mr. Abhijeet Sarkar	Co-ordinator	<ul style="list-style-type: none"> <li>· To guide the students for career development with proper counseling</li> <li>· To make students aware/ updated of different placements/ positions available in the field</li> <li>· To maintain placement and student progression record, To arrange campus interview</li> <li>· To Submit the report to IQAC</li> </ul>
		Ms. Anju Pakhale	Member	
		Dr. Omprakash Pawar	Member	
11	Academic & Administrative Audit Committee	Dr. Rajesh Kumar	Co-ordinator	<ul style="list-style-type: none"> <li>· To check proper implementation of academic calendar</li> <li>· To audit each department and grade them.</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. S.G. Narwade	Member	
		Dr. Omprakash Pawar	Member	

12	Competitive Exam Cell	Dr. Shobha Bawiskar	Co-ordinator	<ul style="list-style-type: none"> <li>· To make the awareness in students regarding competitive examination like MPSC &amp; UPSC</li> <li>· To organize the lectures of resource persons in various filed to boost the knowledge and confidence of students</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Charansingh Kayte	Member	
		Mr. Anant Raut	Member	
13	Health committee	Dr. Sumedha Jadhav	Co-ordinator	<ul style="list-style-type: none"> <li>· To follow the norms regarding health laid down by the university and as expected by NAAC.</li> <li>· To develop awareness about health amongst the students.</li> <li>· To submit the report of complete medical checkup of the students admitted to first year B.A. /B. Com./B.Sc. As well as students residing in hostels.</li> <li>· To maintain the health center on the campus.</li> <li>· To liaison with doctors of the health center</li> <li>· To make available first aid box in the college, office, library and sport dept.</li> <li>· To procure medicines for health center</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Ravi Borade	Member	
		Mr. Shivsingh Chavan	Member	
14	Excursion & Tour Committee	Mr. Rahul Gawade	Co-ordinator	<ul style="list-style-type: none"> <li>· To take prior permission of Hon. Director, Higher Education, Maharashtra State.</li> <li>· To follow rules &amp; regulations of Govt. of Maharashtra regarding the same.</li> <li>· To submit the detailed programme of tour to the Institute office</li> <li>· To make the necessary arrangements of Railway concession forms. To organize tours for staff.</li> <li>· To Submit the report to IQAC</li> </ul>
		Dr. Digambar Gaikwad	Member	
		Ms. Anjali Naik	Member	
		Mr. Sunil Tathe	Member	
15	Anniversary & Important Events Celebration	Ms. Manisha Gujar	Co-ordinator	<ul style="list-style-type: none"> <li>· To organize the same as per G.R.</li> <li>· To Submit the report to IQAC</li> </ul>
		Mr. Abhijeet Sarkar	Member	
		Mr. Sunil Tathe	Member	

16	Event Record Committee & Publicity	Mr. Abhijeet Sarkar	Co-ordinator	<ul style="list-style-type: none"> <li>· To keep the systematic record of various activities that are being organize by college throughout the year</li> <li>· To publish news, articles of activities on website, Social media, Newspaper</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Omprakash Pawar	Member	
		Mr. Anant Raut	Member	
17	Innovation Incubation and Enterprenurship Cell	Dr. Rajesh Kumar	Co-ordinator	<ul style="list-style-type: none"> <li>· To take necessary action as per the guidelines of UGC, University &amp; Govt. of Maharashtra</li> <li>· To submit the report to IQAC</li> </ul>
		Mr. Sandeep Sangle	Member	
		Dr. Omprakash Pawar	Member	
18	CHB & Work Load Committee	Dr. Mahesh Salunkhe	Co-ordinator	<ul style="list-style-type: none"> <li>· To collect the information workload of various subjects from respective dept. of college</li> <li>· To give the advertisement in the newspaper as per the requirements of various dept.</li> <li>· To distribute the application forms to various subject to the respective dept. for preparation of merit list</li> <li>· To prepare interviewed scheduled for the same</li> <li>· To prepare required format and to make the necessary arrangement to the interview</li> <li>· To prepare prescribed format of appointment letter of lectures to be appointed on CHB</li> <li>· To prepare proper format of workload as per GR and rules of govt. of Maharashtra</li> <li>· To submit the report to IQAC</li> </ul>
		Dr. Charansingh Kayte	Member	
		Mr. Anant Raut	Member	
		Mr. Nirmal	Member	
19	Slow-Advance Learners	Mr. Anurag Sahu	Co-ordinator	<ul style="list-style-type: none"> <li>· To carryout the allotted task</li> <li>· To submit the report to IQAC</li> </ul>
		Ms. Vini kale	Member	
20	Mentor Mentee Scheme	Ms. Vini kale	Co-ordinator	<ul style="list-style-type: none"> <li>· To carryout the allotted task</li> <li>· To submit the report to IQAC</li> </ul>
		Mr. Anurag Sahu	Member	

Note-There will be no change or alteration in above mentioned committees

**Dr. A.S. Khemnar**  
**Director**