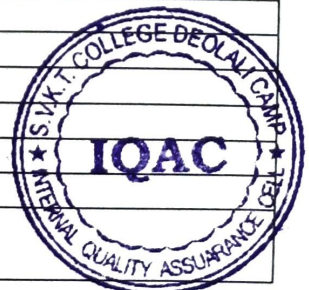
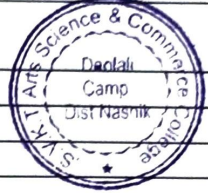


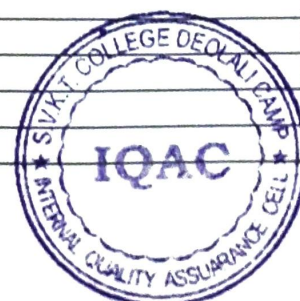
Maratha Vidya Prasarak Samaj's
S.V.K.T. College, Deolali Camp, Nashik.
Committees for Academic
Year 2022-23

Sr. No.	Name of Committee	Members
1	Faculty in Charge	Mr.D.T.Jadhav (Arts) S.E. Kardak (Commerce) Dr. S.L.Erande (Science) Mr. D.B Kanade (Registrar) Mr. R.H..Kushare (Head Peon)
	Duties and Responsibilities	To coordinate between staff and student for smooth conduct of administration
2	IQAC	Dr. S. S. Kale s(Chairman) Prof. S.S Saundankar (Coordinator) Dr. S. B. Singh C-I Dr. S.A.Khairnar C-II Dr. K.R. Labhade C-III Dr. B.P.Pagar C-IV Mr.S.E. Kardak C-V Mr..S.M.Rathod C-VI Dr. M.R.Bhamare C-VII Mr. M.G.Thakare (NSS) Mr. P.C.Gangurde (NCC)s Dr. J.P.Jadhav Mr. N.R.Kakad Mr. S.S.Kawale (SDO) Ms. P.V.Waray Dr. S.B.Andhale Mr. D.B.Kanade
	Duties and Responsibilities	- To look after overall Academic and Administrative development of the college - Implement quality policies in the college as per the expectations and norms of UGC/ NAAC/Government/University - Timely submission of AQAR - Keep record of all criteria
3	Purchase	Dr. S. S. Kale(Chairman) Dr. S.L.Erande S.E. Kardak Mr.D.T.Jadhav Dr. A. S. Kale Dr. K.R.Labhade Mr. N.R.Kakad Ms. P.V.Waray Mr. D.B.Kanade
	Duties and Responsibilities	- To Prepare annual budget for purchases. - To implement the purchases policy.





		To allot budget to various departments.
4	Prospectus	Mr. D. T. Jadhav (Chairman)
		Dr. B.P.Pagar
		Ms. S.V.Shrimali
		Dr. S. B. Singh
		Dr. R.S.Jadhav
	Duties and Responsibilities	- Prepare prospectus in consultation with Principal and IQAC - Sending it for printing - Uploading it on college website
5	Website Development and Maintenance	Dr. P. C. Gangurde (Chairman)
		Mr. A. S. Shahu
		Mr. S.K.Rathod
		Dr. S. B. Andhale
		Dr. Shrimali S.V.
		Mrs. P.V.Waray
		Mr.Kanade D.B
	Duties and Responsibilities	- Collection and editing of the information from different departments - Its uploading on the website - Continuous follow up with the expert to keep it working
6	Admission and Roll Call	
	F.Y.B.A.	Dr. S.B. Singh (Chairman)
		Smt. S.D. Aher
		Mr. R.R. Sonawane
		Mr. S.S. Kawale
		Mrs. S. R. Raravikar
		Dr. R. G. Nikam
		Dr. M.K. Aher
	S.Y.B.A.	Mr. S.M.Jadhav (Chairman)
		Mr. S. K. Rathod
		Mr. S.W. Pawar
		Dr. J.P. Jadhav
	T.Y.B.A.	Mr. S.W Pawar (Chairman)
		Mr. P.C. Gangurde
		Mr. M.G. Thakare
	M.A. Part-I and Part-II	Dr. J.P. Jadhav
		Dr. M.K. Aher
	F.Y.B. Com	Ms. S.V.Shrimali (Chairman)
		Mr. N.M. Morade
		Dr. U.Y. Gite
	S.Y.B. Com	Mr. S.E. Kardak (Chairman)
		Mr. K. V. Shende
	T.Y.B. Com	Mr. S.E. Kardak (Chairman)
		Mrs. R.V.Jadhav
	M.Com Part-I And Part-II	Dr. U.Y. Gite (Chairman)
		Mr. R.V. Jadhav
	F.Y.B.Sc	Dr. B. P. Pagar (Chairman)
		Mrs. A.K.Shinde
		Mrs. S. S. Sirsath



		Smt. V.E. Sonawane	
		Mr.A.B. Bhagat	
	S.Y.B.Sc	Mrs. A.K.Shinde (Chairman)	
		Mr. B.A.Khairnar	
		Dr. S.B. Andhale	
		Dr. S.A. Bhamare	
		Dr. S. R. Patil	
	T.Y.B.Sc	Dr.S.A.Khairnar (Chairman)	
		Dr. M. K. Zate	
		Mr. A.S. Kale	
		Dr. S.B. Andhale	
		Dr. K.R. Labhade	
		Mrs. A. K. Shinde	
	Duties and Responsibilities	- To coordinate between student and office staff for smooth conduct of the admission process - Preparation of class, gender and category wise student list with e mails and mobile numbers. - Allotment of mentor teachers - Allotment of class teachers	
7	Time Table	Dr. D.T.Jadhav (Chairman)	
		Mr. S.M. Jadhav	
		Dr. S.E.Kardak	
		Mr. K.V.Shende	
		Smt. V. E. Sonawane	
		Dr.S.A.Bhamare	
	Duties and Responsibilities	- Preparation of master time table - Preparation of faculty wise time table - Preparation of class wise time table - Collection of Department wise time table	
8	Scholarships	Dr. M.K.Zate (Chairman)	
		Mr. S.E. Kardak	
		Mr. S. W. Pawar	
		Mrs. S.R.Raravikar	
	Duties and Responsibilities	- Coordinate between mentor teachers for filling up of forms of various government and non government scholarships - Preparation of record of scholarships as per the requirement of NAAC	
9	UGC	Dr. S. S. Kale(Chairman)	
		Dr. S. A. Khairnar	
		Dr. S. A. Bhamare	
		Mrs. S.V.Shrimali	
		Dr. S.A. Raravikar	
		Mr. D.B.Kanade	
	Duties and Responsibilities	- To prepare proposals of schemes announced by UGC - To prepare UC and EC of various schemes and its timely submission - To keep follow up of various grants	
10	RUSA / NIRF	Dr. S. S. Kale(Chairman)	
		Dr. M. K. Zate	
		Mr. S.K. Rathod	



		Mr. K.V.Shende
		Mr. S. E. Kardak
		Mr. D.B.Kanade
	Duties and Responsibilities	- To collect and fill up the information of the college on its website - To prepare proposals and keep follow up of various schemes
11	AISHE / MIS	Dr. S. S. Kale(Chairman)
		Mr. A. S. Kale
		Dr. P. C. Gangurde
		Dr. D.T.Jadhav
		Dr. K.R. Labhade
		Mr. S. E. Kardak
		Mr. D.B.Kanade
	Duties and Responsibilities	Timely submission of information on its web site and takefollow up
12	B. Voc. / Community college	
		Dr. U.Y. Gite (Nodal officer)
		Dr. B.P. Pagar
		Mrs. V.E. Sonawane
		Dr. M. K. Aher
		Miss. P.S.Rayate
	Duties and Responsibilities	- Apply for various courses - Preparation of syllabus of the concerned course - To keep follow up with concerned Sector Skill council - Keep record of it
13	Academic Research Cell	Dr. S. S. Kale (Chairman)
		Dr. K.R. Labhade (ARC)
		Dr. A.S.Kale
		Dr. M.K.Aher
		Dr. S. A. Bhamare
		Mr. S. E. Kardak
		Mr. M. K. Zate
	Duties and Responsibilities	- Preparation of proposals of Research projects for fundingagencies - Preparation of students for Avishkar or other research projectscompetitions - Keeping record of research projects, Research papers,publications etc.
14	Afflation & Workload	
		Mr. S.M.Jadhav (Chairman)
		Dr. R.J.Nikam
		Dr. S.E.Kardak
		Mr. D.T.Jadhav
		Mr.A. S. Kale
		Mr. Anna Kadam
		Mr. D.B.Kanade
	Duties and Responsibilities	- Collection and verification of student number and work load - Filling up the information on concerned web site
15	Academic and Administrative Audit (AAA)	

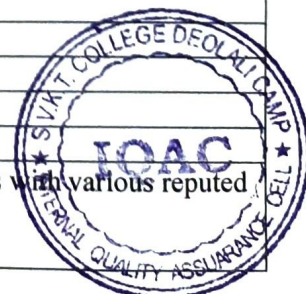


		Mr. D.T.Jadhav (Chairman)
		Dr. S.A.Khairnar
		Dr. S.E.Kardak
		Ms.S.V.Shrimali
		Dr. U.Y.Gite
		Dr. M. K. Aher
		Mrs. P.S.Rayate
		Dr. S.R.Patil
	Duties and Responsibilities	- Collection of information in prescribed format with relevant documents - Checking it from third party
16	Examination	
		Dr. S.B.Andhale(COE)
		Dr. R.J.Nikam
		Dr. S.M.Rathod
		Dr. S.E.Kardak
		Mr. D. T. Jadhav
		Dr. S.B.Singh
		Smt. V.E. Sonawane
	Duties and Responsibilities	- To prepare time table of Internal and external theory / Practical examinations - To prepare students summery - To allot session supervisors - To appoint junior supervisors - To prepare class and faculty wise results of declared by the University - Regular follow up with University for students grievances of examination, results etc. - Regular check up of University web site for various circulars , notices etc. regarding examination and making its compliance
17	NSS	Mr. M.G.Thakare(NSS Officer)
		Mr. K.V.Shende
		Mrs. S. D. Aher
		Mr. B.A.Khairnar
		(Student Representative)
	Duties and Responsibilities	- To conduct the programs and activities announce by Central and State Government and SPPU - To prepare students for RD parade - Organize winter camp - Keep record and preparation reports
18	NCC	Mr P.C. Gangurde (Lieutenant)
		(Student Representative)
	Duties and Responsibilities	- To conduct the programs and activities announce by Central and State Government and SPPU - To prepare students for RD parade - Organize winter camp - Keep record and preparation reports
19	Arts Circle	
		Dr. J.P. Jadhav (Chairman)
		Smt. S.B. Singh
		Mr. S.W. Pawar
		Dr. U.Y.Gite
		Mr. D.T.Jadhav





		(Student Representative)
	Duties and Responsibilities	- Encourage student to participate in national/State/ University and regional level cultural competitions - Keep record and preparation of reports of the activities
20	Students Development Cell	
		Mr. S.S. Kawale (SDO)
		Dr.B.P.Pagar
		Mr. P.C. Gangurde
		Mrs. J.P.Jadhav
		Mr. N. M. Kakad
		Smt. P.N.Shinde
		Mr. Gaurav Sakaharam Berad (Student Representative)
	Duties and Responsibilities	- Encourage student to participate in Earn and Learn Scheme - Apply for various schemes in SPPU - Construct student council - Organise and conduct the programs ad schemes sanctioned by SPPU - Keep record and preparation of reports of the activities
21	Gymkhana	
		Mr. Namdeo M. Kakad
		(Student Representative)
	Duties and Responsibilities	- Encourage students to participate in national/state/University and regional sports tournaments - Apply for various proposals and schemes of the Government and University - Keep record and preparation of reports of the activities
22	Library	
		Dr. S.S.Kale
		Ms. P.V.Waray
		Dr. S.M. Jadhav
		Dr. A.S.Kale
		Mr. S.E.Kardak
		Dr. S.B.Singh
		(Student Representative)
	Duties and Responsibilities	- Updating of library - Apply for schemes to Government and University for grants - Increase number of e journals/periodicals/books - Strengthen the automation of library
23	Academic Linkages & Collaboration	
		Dr. K.R.Labhade (Chairman)
		Mr. S.K.Rathod
		Dr. Smt. U.Y. Gite
		Dr. M.K.Aher
		Dr. B.P. Pagar
		Miss. P.S.Rayate
	Duties and Responsibilities	- To communicate and sign MOU/Linkages with various reputed Academic/ NGO and Private institutes - Keep follow up of the activities





24	Anti-Ragging Committee	Principal Dr. S.S. Kale (Chairman)
		Mr. S.S. Kawale (SDO)
		Mrs. N.M. Morade
		Dr. Smt. S.B. Singh
		Mr. S.E. Kardak
		Mr. D.B. Kanade (Registrar)
		(Student Representative)
	Duties and Responsibilities	- Establish Antiragging cell as per the guidelines of Hon. Supreme Court and SPPU - Address issues related to it - Timely uploading of information to the University
25	Discipline	Mr. S.M. Jadhav (Chairman)
		Mr. N.M. Kakad
		Mr. M.G. Thakare
		Mr. S.E. Kardak
		Dr. S.B. Singh
		Mr. P.C. Gangurde
		Smt. N. M. Morade
		Dr. R.J. Nikam
		Smt. S.S. Sirsath
		Mr. S.W. Pawar
		Mr. K.V. Shende
		Dr. S.R. Patil
		Mr. H.S. Labhade
		Mr. M.K. Mahale
		Mr. M.G. Thakare
		Smt. V.E. Sonawane
		Mr. Nisal Swapnil Arun (Student Representative)
	Duties and Responsibilities	Maintain and observe overall discipline among the students in the college
26	Career Guidance	Smt. N.M. Morade (Chairman)
		Dr. B.P. Pagar
		Smt. V.E. Sonawane
		Ms. S.V. Shrimali
		Smt. S.D. Aher
		Dr. S. R. Patil
		(Student Representative)
	Duties and Responsibilities	- Establish carrier guidance cell - Organize lectures of experts - Keep record of student guided
27	Competitive Exam & Placement Cell	Mr. S.S. Kawale (Chairman)
		Smt. S.A. Bhamare
		Dr. B.P. Pagar
		Mr. S.W. Pawar
		Mr. M.K. Mahale
		Dr. U.Y. Gite
		Miss. A.K. Ekhande
		(Student Representative)
	Duties and Responsibilities	- Organize lectures of experts - Keep record of student guided - Organize placement camps



28	Parent Teacher Association	Mr. S.W.Pawar (Chairman)
		Mr. S.S.Kawale
		Dr.S.A.Khairnar
		Ms. S.V.Shrimali
		Mrs. A.S.Kadbhane
		Mr. R.R. Sonawane
	Duties and Responsibilities	- Establish parent teacher cell as per guidelines of the University - Organise parent meets - Keep record of proceedings and action taken report
29	Alumni Association	Dr. J.P.Jadhav (Chairman)
		Ms. S.V.Shrimali
		Dr. S.B. Singh
		Dr. U.Y. Gite
		Dr. S.R.Patil
		Mr. A.B Bhagat
		Miss. A.K.Ekhande
		Miss. Dhole Shreeja Ganesh (Student Representative)
	Duties and Responsibilities	- Establish alumni association as per guidelines of the University - Organise alumni meets - Keep record of proceedings and action taken report
30	Women Welfare	
		Dr. J.P. Jadhav (Chairman)
		Smt. N.M. Morade
		Dr. S.B. Singh
		Smt. V.E. Sonawane
		Mrs. S.S.Sirsath
		Dr. S.A.Bhamare
		(Student Representative)
	Duties and Responsibilities	- Establish women welfare cell as per guidelines of the University - Establish ' Vishakha' Committee - Organise meets - Keep record of proceedings and action taken report
31	Sexual Harassment Prevention and Prohibition Cell	
		Dr. Dr. S.B.Singh (Chairman)
		Dr. S.R.Raravikar
		Smt. V.E. Sonawane
		Smt. R.V. Jadhav
		(Student Representative)
	Duties and Responsibilities	- Establish cell as per guidelines of the University - Organise meets - Keep record of proceedings and action taken report
32	Nirbhay Kanya Abhiyan	Smt. M.M. Morade(Chairman)
		Dr. R.S.Jadhav
		Dr. U.Y. Gite
		Miss. P.S. Rayte
		Smt. A.S. Kadbhane
		Miss. Palade Manasi Kailas (Student Representative)



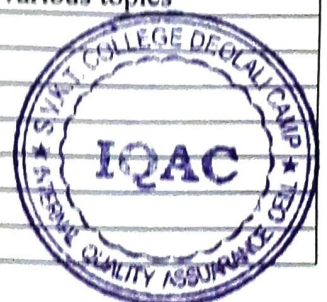


	Duties and Responsibilities	- Establish cell as per guidelines of the University - Organise programs - Keep record of proceedings and action taken report
33	Grievance Redressal Cell	Dr.S.S.Kale (Chairman)
		Dr. S.B.Andhale
		Dr. M.K.Aher
		Dr. S.A. Bhamare
		Mrs.P.N..Shinde
		Miss. Kushwaha Priyanka Munna (Student Representative)
	Duties and Responsibilities	- Address the grievances of students - Keep the record and action taken report
34	Counselling Cell	Mrs. S.R. Raravikar (Chairman)
		Dr. S.B. Singh
		Dr. M.K. Aher
		Dr. S.A.Bhamare
		Dr. S.R. Patil
		Miss. Patole Apurva Devidas (Student Representative)
	Duties and Responsibilities	- Organise motivation lectures of experts from various area - Organise counselling sessions - Keep the record and action taken report
35	Campus Development	
		Dr.S.A.Khairnar (Chairman)
		Dr.S.B. Andhale)
		Mr. A.B.Bhagat
		Dr. V.P.Patil
		Mr.M.G.Thakare
		Mr. N.R. Kakad
	Duties and Responsibilities	To maintain overall campus development activities
36	Environmental Awareness Programme	Mr. S.M. Jadhav (Chairman)
		Dr. S. A.Khairnar (Coordinator-Science)
		Dr. M.K. Aher (Co-Ordinator- Arts)
		Mr. K.V.Shende (Coordinator-Commence)
		Smt. R.V. Jadhav
		Smt. P.S. Rayte
	Duties and Responsibilities	Completion of all the activities related to it
37	Health Club	Mr. N.R. Kakad (Chairman)
		Mr. B.P. Pagar
		Mr. B.A.Khairnar
		Smt. S.D. Aher
		Dr. U.Y. Gite
		Dr. S.R. Patil
		(Student Representative)
	Duties and Responsibilities	- To organize health check up camps for students - Keep the records and action taken reports
	Literary Association	Smt. S.D. Aher (Chairman)
		Dr. S.B. Singh
		Mr. D.T. Jadhav
		(Student Representative)
	Duties and Responsibilities	- Organize expert talks - Organize competitions related to it
39	Science Association	Dr. M.K.Zate (Chairman)
		Dr. S.A.Bhamare



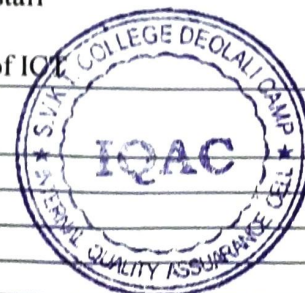


		Smt. N.M. Morade Miss. P.S. Rayte Dr. S. R. Patil Mr. B.A. Khairnar (Student Representative)
	Duties and Responsibilities	- Organize expert talks - Organize competitions related to it - Organize science exhibition
40	Commerce Association	Mr. S.E. Kardak (Chairman) Mr. S.V. Shrimali Smt. U.Y. Gite Smt. R.V. Jadhav Mr. K.V. Shende (Student Representative)
	Duties and Responsibilities	- Organize expert talks - Organize competitions related to it
41	Social Sciences Association	Mr. S.W. Pawar (Chairman) Miss. P.P. Kamankar Mr. S.S. Kawale (Student Representative)
	Duties and Responsibilities	- Organize expert talks - Organize competitions related to it
42	Award	Dr. S.S. Kale (Chairman) Mr. N.R. Kakad Dr. S.B. Andhale Smt. N.M. Morade Mr. S.E. Kardak Smt. S.A. Bhamare
	Duties and Responsibilities	- Collection of information awardees - Distribution of awards - Keep the records
43	Maintenance & Repair	Dr. S.S. Kale (Chairman) Mr. S.E. Kardak Mr. D.T. Jadhav Dr. S.A. Khairnar Mr. D.B. Kanade
	Duties and Responsibilities	To look after overall maintenance and repair of infrastructure, lab instruments etc.
44	Staff Academy	Mr. S.W. Pawar (Chairman) Smt. V.E. Sonawane Smt. S. D. Aher Dr. S.V. Shrimali
	Duties and Responsibilities	Organize lecture series for the staff on various topics
45	Magazine	Dr. S.S. Kale (Chairman) Smt. S.D. Aher (Co-Ordinator) Mr. D.T. Jadhav Mr. S.M. Rathod Dr. S.A. Raravikar Ms. P.V. Waray (Student Representative)





	Duties and Responsibilities	- Collection of information required for magazine from staff and students - Timely submission of draft for printing and publication - Timely submission to the University
46	Tour & Excursion	Mr. S.M. Jadhav (Chairman) Dr.S.B.Andhale Mr.A.B.Bhagat Mr. S.E. Kardak Miss. Shinde Madhavi Nivrutti (Student Representative)
	Duties and Responsibilities	- Organize tours and excursions - Follow up of concession in fare
47	Publicity	Mr. D. T. Jadhav (Chairman) Mr. S.M. Jadhav Mr. M.G. Thakare Dr. J.P. Jadhav Ms. S.V.Shrimali Mr. M.K.Mahale
	Duties and Responsibilities	Publication of various events in print and digital media
48	Debating, Elocution & Essay Competition	Mr .D.T. Jadhav (Chairman) Dr. S.B. Singh Dr. S.A. Bhamare Smt. S.D. Aher Mr. B.P. Pagar (Student Representative)
	Duties and Responsibilities	Prepare students for Debating, Elocution & Essay Competition at various levels
49	Dr. Jaykar Employability Skills Programme	Dr. S.B. Singh (Chairman) Mrs. S.S.Sirsath Smt. U.Y. Gite Mrs. A.S.Kadbhane
	Duties and Responsibilities	Conduct the activity as per the University guidelines
50	ICT	Dr. K..R.Labhade (Chairman) Dr. P.C.Gangurde Mr. M.K.Mahale Dr. R.S. Jadhav Dr. U.Y. Gite Mr. A. S. Shahu
	Duties and Responsibilities	- Collect audio visible lectures from staff - Uploading it on college web site - Purchase and overall maintenance of ICT
50	IPR and Industry – Academic Cell	Dr. M.K. Aher (Chairman) Mr. P.C. Gangurde Mrs. S.V. Shrimali Dr. B.P. Pagar Dr. S.A.Bhamare
	Duties and Responsibilities	Organise lectures/ workshops/ seminars on it





51	SWAYAM and MOOCS	Ms.S.V.Shrimali (Chairman)
		Mr. S. W. Pawar
		Dr. S. A. Bhamre
		Mr. K.V.Shende
		Dr.S.S.Patil
		Dr. S. R. Patil
		Mrs. Aswini Shinde
	Duties and Responsibilities	Enrolment of maximum staff and students
52	Nature Club	Dr. S.B. Andhale (Chairman)
		Mr. P.C. Gangurde
		Dr. S. A. Bhamare
		Dr.V.P.Patil
		Mr. A. B. Bhagat
		(Student Representative)
	Duties and Responsibilities	- Organise expert's talks/ lectures - Arrange tours / visits of the students
53	Class Teacher	
	F.Y.B.A.	Mr. S.M. Jadhav
		Smt. S.D. Aher
		Mr. R.R. Sonawane
	S.Y.B.A.	Dr.N.K.Jadhav
		Dr. K.H. Rakibe
		Mr. S.W. Pawar
	T.Y.B.A.	Dr.J.P.Jadhav
		Mr. S.S. Kawale
		Mrs. S.R.Raravikar
		Mr. M.G.Thakare
		Mr. R. R. Sonawane
	M.A. Part-I	Mr. J.P. Jadhav
	M.A. Part-II	Dr. M.K. Aher
	F.Y.B. Com	Mrs. S.V.Shrimali
		Mrs. R. V. Jadhav
	S.Y.B. Com	Mr. S.E. Kardak
	T.Y.B. Com	Mr. K.V.Shende
	M.Com Part-I	Dr. U.Y. Gite
	M.Com Part -II	Mr. R.V. Jadhav
	F.Y.B.Sc	Dr. S.A.Khiarnar
		Mr. A.K.Shinde
	S.Y.B.Sc	Mr. S.E. Sonawane
		Smt. N.M. Morade
	T.Y.B.Sc	Dr.K.R.Labhade
		Mr. S.M. Mengane
		Mr. A.S. Kale
		Dr.S.A.Kahairnar
	Duties and Responsibilities	Keep record of the students with respect to gender,category, AHDHAAR, mobile no. email , address, results, attendance




(Dr.S.S.Kale)
Principal
 Smt. Vimlaben Khamji Tejookaya,
 Arts, Science & Commerce College,
 Deolali Camp, (Nasik).